

## STAFF REPORT

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**Date:** July 29, 2024

**To:** Mayor and City Council

**Through:** Jackie Bryant, Interim City Manager

**Subject:** Staff Report (For Possible Action): Presentation, discussion, and potential direction to staff regarding the Reno City Charter Committee's recommendations for amendments to the Reno City Charter, including acceptance of the Reno City Charter Committee 2024 Final Report and Recommendations.

**From:** Nic Ciccone, Government Affairs Manager

**Department:** City Manager's Office

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### **Summary:**

The Reno City Charter Committee completed its biennial review of the Reno City Charter in June 2024, in accordance with requirements in the Charter. The committee's final report includes four recommended amendments focused on special elections to fill vacancies on the City Council, the terms of legislatively-appointed Charter Committee members, city manager residency requirements, and the elimination of gendered language in the Charter. Committee members will present their recommendations and be available to answer questions. Staff recommends Council accept the committee's 2024 Final Report and Recommendations.

### **Alignment with Strategic Plan:**

Governance and Organizational Effectiveness

### **Previous Council Action:**

There is no recent Council action relevant to this item.

### **Background:**

The Reno City Charter establishes the Charter Committee, its membership, and its duties. Section 1.150 of the Charter requires the committee to meet at least once every two years before the beginning of a regular legislative session. This section also requires the committee to meet jointly with Council after the committee meets and prior to the legislative session. The committee has traditionally met the year before the session to ensure it completes its biennial review of the Charter and sends its recommendations to Council in time for the deadline associated with bill draft request

(BDR) submissions.

**Discussion:**

The Reno City Charter Committee convened for its biennial review of the Reno City Charter in January 2024. The committee held six meetings, discussing various topics and potential amendments to the Reno City Charter. The committee’s work culminated in the adoption of its 2024 Final Report and Recommendations (attached), which includes four proposed amendments to the Charter that are summarized in the table below. The committee’s final report provides an overview of all the topics discussed and details about the proposed amendments, including draft language. Financial implications were discussed but not evaluated related to amendments to the Charter.

<b>SUMMARY OF RECOMMENDED AMENDMENTS</b>	
<b>Amendment No.</b>	<b>Description</b>
2024-001	Requires that the City Council declare a special election if there are more than 180 days until the next general municipal election
2024-002	Changes the terms of Charter Committee members appointed by the legislature to align with the terms of an individual officeholder
2024-003	Requires that the city manager reside in the City of Reno not later than six months after the date of his or her appointment
2024-004	Elimination of gendered language throughout the Reno City Charter

Committee members will present their recommendations to Council at the concurrent meeting and be available to answer Council Member questions about their biennial review and final recommendations.

According to Nevada Revised Statutes (NRS) 215D.205, the City may submit up to two BDRs to the Legislative Counsel Bureau (LCB) for drafting. At its July 24, 2024, meeting, Council heard an item about potential BDR ideas, including those submitted by Council Members, staff, and the Charter Committee. At its August 14, 2024, meeting, Council will direct staff to submit up to two BDRs to the LCB. The requests must be submitted by September 1, 2024, for the 83rd (2025) Session of the Nevada Legislature.

**Financial Implications:**

There are no financial implications associated with this item at this time. However, depending on Council direction, it may be appropriate to re-examine the costs associated with any of the amendments.

**Legal Implications:**

Legal review completed for compliance with City procedures and Nevada law.

**Recommendation:**

Staff recommends Council accept the Reno City Charter Committee's 2024 Final Report and Recommendations.

**Proposed Motion:**

I move to approve staff recommendation.

**Attachments:**

Reno City Charter Committee Minutes – January 2024 through May 2024  
Reno City Charter Committee 2024 Final Report and Recommendations  
Presentation