

## STAFF REPORT

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**Date:** May 8, 2024

**To:** Mayor and City Council

**Through:** Doug Thornley, City Manager

**Subject:** Staff Report (For Possible Action): Resolution of the Reno City Council dispensing with certain complaints, protests, and objections made at the public hearing on the assessment roll for a City of Reno, Nevada, Neighborhood Improvement Project, otherwise known as the Downtown Reno Business Improvement District (BID); ratifying the cost of the project; confirming said assessment roll and the assessments therein; and authorizing the recordation of properties to be assessed in the Office of the County Recorder; together with other matters properly relating thereto.

**From:** Bryan McArdle, Revitalization Manager

**Department:** City Manager's Office

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**Summary:**

Resolution of the Reno City Council dispensing with certain complaints, protests, and objections made at the public hearing on the assessment roll for a City of Reno, Nevada, Neighborhood Improvement Project, otherwise known as the Downtown Reno Business Improvement District (BID); ratifying the cost of the project; confirming said assessment roll and the assessments therein; and authorizing the recordation of properties to be assessed in the Office of the County Recorder; together with other matters properly relating thereto.

**Alignment with Strategic Plan:**

Economic and Community Development

**Previous Council Action:**

There is no recent Council action relevant to this item.

**Background:**

In March 2018, Council adopted Ordinance No. 6455 creating a Neighborhood Improvement Project, otherwise known as the Downtown Reno BID. On or before June 30 of each year, Council shall hold a public hearing to hear and determine any written complaint, protest, or objection concerning the proposed assessment roll. Council is requested to adopt a resolution

confirming the assessment roll after hearing and determining all written and spoken objections and protests to the validity of the roll used for the levying of assessments. Prior to the levying of assessments, Council is requested to consider and act on the hardship applications. Once considered and with the approval of any hardship requests, Council can proceed with finalizing the form of the assessment roll. With the protests and hardships determined and the assessment roll confirmed, Council will be asked to refer the ordinance confirming the proceedings taken in assessing the cost of said improvements for the BID, and all matters related thereto, for subsequent adoption. Staff recommends Council determine protests and hardships, adopt the resolution confirming the assessment roll in its original or modified form, and to refer the ordinance for adoption.

**Discussion:**

On a yearly basis, prior to June 30, a public hearing is required on the proposed assessment roll to fund the services proposed in the BID operating plan. During the public hearing, complaints, protests, and objections made in writing or verbally concerning the assessment roll, by the owner of any tract or any person interested, will be heard. The assessments are based upon a proposed assessment role that is approved by the city engineer and filed with the City Clerk's Office (attached).

The basis for how these assessments are calculated is contained within the Management Plan and Engineer's Report created during the acquisition of the BID and since modified. Annually the Board of Directors for the Downtown Reno Partnership (DRP), the non-profit selected to manage the BID, can adjust the rates applied against properties up to 5% per year. For fiscal year (FY) 25 the DRP Board has chosen to decrease the standard services assessment by 5%.

After consideration of any objections made at the hearing, and of any other information reasonably known to it, Council is requested to adopt a resolution confirming the assessment roll and dispensing with any remaining written and spoken objections and protests to the validity of the roll used for the levying of assessments. Part of this ratification process will also address any hardships that may exist.

Once all determinations have been made, Council may vote on passing resolutions and referring the ordinance for subsequent adoption to levy. Upon the adoption of the ordinance, staff will notice all property owners of the levy. In addition, the City Clerk and Clerk of the City Council of the City of Reno will record the assessments levied in said ordinance in the office of the County Recorder of Washoe County, Nevada.

**Financial Implications:**

Council has an opportunity to accept hardship petitions which could alter the total BID Assessment for FY25.

**Legal Implications:**

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

**Recommendation:**

Staff recommends Council adopt the Resolution.

**Proposed Motion:**

I move to adopt the Resolution.

**Attachments:**

Resolution - Dispense with BID Assessment Protests

Proposed Assessment Roll FY25

FY25 Legal Public Noticing