

**Reno City Charter Committee
Hybrid meeting**

Reno City Hall - 6th Floor Conference Room
1 E. 1st Street
Reno, NV 89501

MINUTES

Tuesday, January 9, 2024 – 5:30 p.m.

Members

John Marshall, Chair (Ward 1)
Dennis Green, Vice Chair (At-Large)
Alexandra Pipitone (Mayor)
Stacey Shinn (Ward 2)
Zachary Khan (Ward 3)
Vacant (Ward 4)
Austin Brown (Ward 5)

Tess Opferman (Senate Majority)
Lilith Baran (Senate Majority)
Ronda Clifton (Senate Minority)
Peter Larsen (Assembly Majority)
Edward Coleman (Assembly Majority)
Miranda Hoover (Assembly Minority)
Nic Ciccone (Staff Liaison)

A. Introductory Items

A.1 Call To Order/Roll Call (For Possible Action)

The meeting was called to order at 5:33 p.m. Members Kahn and Baran were absent.

A.2 Public Comment – This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

Barbara Ackerman introduced herself as the Chief Executive for the Civil Service Commission.

MEMBER KAHN PRESENT AT 5:36 PM.

A.3 Approval of the Agenda (For Possible Action) – January 9, 2024

Items B.5 and B.6 will be opened and heard together. Item B.4 will be heard first.

IT WAS MOVED BY MEMBER CLIFTON, SECONDED BY MEMBER HOOVER, TO APPROVE THE AGENDA AS AMENDED. MOTION CARRIED UNANIMOUSLY.

B. Business Items

B.1 Welcome and Introduction of the Reno City Charter Committee Members and City of Reno Staff (Discussion Item Only)

The Charter Committee Members introduced themselves.

B.2 Nevada Open Meeting Law Training by City of Reno Staff (Discussion Item Only)

Johathan Shipman, Reno City Attorney's Office, gave the Open Meeting Law Training presentation.

MEMBER BARAN PRESENT AT ~5:45 PM.

B.3 Presentation and Discussion regarding Charter Committee member compensation and other administrative paperwork needed for the City Clerk's Office (Discussion Item Only)

Mikki Huntsman, Reno City Clerk, presented information on member compensation for Charter Committee meetings and required paperwork.

B.4 Election of Chair and Vice Chair (For Possible Action)

IT WAS MOVED BY MEMBER GREEN, SECONDED BY MEMBER OPFERMAN, TO APPOINT MEMBER BROWN AS CHAIR. MOTION CARRIED UNANIMOUSLY.

IT WAS MOVED BY MEMBER PIPITONE SECONDED BY MEMBER CLIFTON, TO APPOINT MEMBER GREEN AS VICE CHAIR. MOTION CARRIED UNANIMOUSLY.

B.5 Overview of the Reno City Charter, the Charter Committee's role, and potential direction to staff on the work plan for the Charter Committee (For Possible Action)

ITEMS B.5 AND B.6 WERE OPENED AND HEARD TOGETHER.

Nic Ciccone, City of Reno Government Affairs Manager, gave the presentation for Items B.5 and B.6.

There was discussion regarding last year's work plan.

Calli Wilsey, City of Reno Director of Policy and Strategy, explained that the Charter Committee can prioritize recommendations to City Council before the legislative session.

Mr. Ciccone answered questions regarding the Charter Committee's ability to seek alternative

sponsorship. He also answered questions regarding the Qualifications for Candidates and confirmed that they cannot make changes to the qualifications for candidates.

Mr. Ciccone reviewed the 2024 Potential Schedule for meetings. His vision is to break up the charter into pieces that people will understand for review at each month's meeting.

It was suggested that they get input from City Council on what they want the Charter Committee to be working on at the beginning of the process.

Mr. Ciccone confirmed they can facilitate a meeting for that purpose as part of the Work Plan if that is what the Charter Committee wants.

Member Shinn suggested that the Charter Committee members that are appointed by City Council Members have individual conversations with the City Council Members that appointed them and bring that information to the Charter Committee rather than trying to schedule a meeting with all of the City Council Members.

The feedback from Council Members would be presented at the February Charter Committee meeting.

It was suggested that the February meeting also include more information about what went wrong in the past and ways that they can be more successful moving forward.

There was discussion regarding the potential for future changes in City Council Members and if that would change the direction from Council to the Charter Commission.

Member Coleman stated these are open meetings and City Council Members can come and be heard. He would rather hear their comments directly and not through somebody else.

Member Hoover stated she is not worried about new City Council Members coming in. We are a separate body and we are here to make decisions on all recommendations presented. If we are only going to listen to what the City Council Members are worried about, we are not doing our job.

Member Baran stated that if the last session only included the Chief Equity Officer and gendered language changes, the BDR would have passed. She expressed concern regarding picking through every one of the Articles as outlined in the 2024 meeting schedule.

There was a comment made regarding the politics behind trying to keep Council Member Reese in the At Large position during the last session.

Member Kahn offered to invite the Senate Government Affairs Chair to the next Charter Committee meeting to answer questions.

Member Hoover stated the tentative meeting schedule can always be changed.

IT WAS MOVED BY MEMBER OPFERMAN, SECONDED BY MEMBER GREEN, TO HAVE THE CHARTER COMMITTEE MEMBERS THAT WERE APPOINTED BY A CITY COUNCIL MEMBER MEET WITH THEIR COUNCIL MEMBER AND COME BACK AND GIVE US AN UPDATE IN FEBRUARY ON WHAT THEY WOULD LIKE THE CHARTER COMMITTEE TO WORK ON.

Member Piscevich asked if this motion is needed or if people that want to reach out to their elected officials can do that without being directed to in a motion.

Mr. Ciccone confirmed that a different motion could be made to approve the Work Plan and Meeting Schedule as is.

THE MOTION CARRIED WITH MEMBERS KAHN, BARAN AND COLEMAN OPPOSED.

Member Hoover expressed support for the suggestion to do a deeper dive on some of the successes we have seen from prior Charter Committees.

IT WAS MOVED BY MEMBER HOOVER, SECONDED BY MEMBER LARSEN, TO ASK STAFF TO TAKE A DEEPER DIVE ON SUCCESSES WE HAVE SEEN FROM PRIOR CHARTER COMMITTEES AT THE LEGISLATURE AND TO LOOK INTO SEVEN CITIES ACROSS THE STATE OF NEVADA. MOTION CARRIED WITH ONE ABSTENTION.

IT WAS MOVED BY MEMBER GREEN, SECONDED BY MEMBER HOOVER, TO APPROVE THE SCHEDULE AND WORK PLAN WE HAVE SET. MOTION CARRIED UNANIMOUSLY.

B.6 Discussion and potential direction to staff on setting future meeting dates (For Possible Action)

ITEMS B.5 AND B.6 WERE OPENED AND HEARD TOGETHER.

C. Board/Commission/Committee Member Reports and Announcements - Limited to items that do not appear elsewhere on the agenda. No action may be taken on this item.

None

D. Future Agenda Items - Discussion of items for future agendas. No action may be taken on this item.

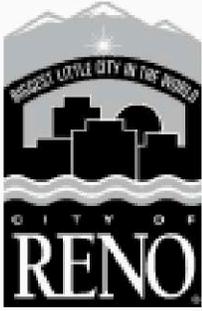
None

E. Public Comment - This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

None

F. Adjournment (For Possible Action)

The meeting was adjourned at 6:58 p.m.



**Reno City Charter Committee
Hybrid meeting**

Reno City Hall - 6th Floor Conference Room
1 E. 1st Street
Reno, NV 89501

MINUTES

Monday, February 5, 2024 – 5:30 p.m.

Members

John Marshall, Chair (Ward 1)
Dennis Green, Vice Chair (At-Large)
Alexandra Pipitone (Mayor)
Stacey Shinn (Ward 2)
Zachary Khan (Ward 3)
Margo Piscevich (Ward 4)
Austin Brown (Ward 5)

Tess Opferman (Senate Majority)
Lilith Baran (Senate Majority)
Ronda Clifton (Senate Minority)
Peter Larsen (Assembly Majority)
Edward Coleman (Assembly Majority)
Miranda Hoover (Assembly Minority)
Nic Ciccone (Staff Liaison)

A. Introductory Items

A.1 Call To Order/Roll Call (For Possible Action)

Chair Brown called the meeting to order at 5:32 p.m.

PRESENT: Brown, Green, Pipitone, Shinn, Piscevich (at 5:45 p.m.), Opferman, Clifton, Larsen, Coleman, Hoover

ABSENT: Marshall, Khan, Baran

A.2 Public Comment – This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

None

A.3 Approval of the Agenda (For Possible Action) – February 5, 2024

IT WAS MOVED BY MEMBER CLIFTON, SECONDED BY VICE CHAIR GREEN, TO APPROVE THE AGENDA. THE MOTION CARRIED UNANIMOUSLY.

B. Business Items

B.1 Overview and Discussion of City Charters of Nevada including but not limited to Incorporation, Legislative Departments, and Elections (Discussion Item Only)

Nic Ciccone, City of Reno Government Affairs Manager, gave the presentation comparing elective offices and Council composition for the five cities in Nevada with the largest populations.

Mr. Ciccone explained for Member Clifton the differences between cities with elected or appointed City Attorneys. He has not looked into why other cities appoint rather than elect their City Attorneys.

(Member Piscevich present at 5:45 p.m.)

Mr. Ciccone continued with the presentation reviewing some of the differences with appointed positions among the cities being compared.

Member Pipitone asked if there is a reason Reno does not appoint their City Attorney.

Mr. Ciccone explained that since 1971 our charter has stated the City Attorney would be elected. He stated that he would be happy to look into more historical information on Reno's appointed positions.

Mr. Ciccone continued with the presentation reviewing the differences in governance of charter committees. It differs wildly and is mostly dependent on city size or the number of elected officials they have. There are some issues with Reno's operational side of the composition and how members are appointed. The language overcomplicates the issue of how long members serve.

Member Clifton asked about the qualification regarding length of time as a qualified elector in order to run for election.

Mr. Ciccone stated he would be happy to look more into that.

B.2 Overview and Discussion of Legislative History Amending City Charters of Nevada (Discussion Item Only)

Nic Ciccone, City of Reno Government Affairs Manager, stated he was asked by the Committee to look at past successful efforts to amend City Charters. He asked for feedback on what specifically would be considered successful efforts so he can dive deeper into it.

Member Clifton used last year as an example of something that would not be considered successful because they did not get what they wanted. Getting a majority of what they wanted would be successful.

Member Coleman asked what the Bill are that were listed in the presentation.

Mr. Ciccone explained he did not dive into any of the policy details. He just looked at what was sponsored by a charter committee and what went through completely through the process and was signed into law after being sponsored by a charter committee. He explained that a lot of them were ministerial or operational changes.

Member Coleman stated he does not need all the details but a brief summary would be more helpful than just the list of Bills. Knowing the characteristics of the Bills may help in figuring out why some passed and some did not. He does not particularly care if they were politically charged or not but some of them that got through most likely did for a common reason.

Member Clifton stated Member Piscevich's explanation of the political aspects of why it failed was very helpful. Another thing that was helpful was learning that all the ideas for changes were lumped into one.

Vice Chair Green stated he would like to get a better understanding of the tactics used. We may not have been as engaged as we should have been with the legislature during the last session.

There was discussion regarding the positive impacts of the involvement of Charter Committee Members at the legislature.

Member Shinn offered to help Mr. Ciccone set up visits with legislators to have discussions on our proposals.

Concern was expressed about the lack of fair access to the legislature for committee members. It was noted that there is always an opportunity to attend as individuals to support an item. The concern was related to fair access when attending as the Reno City Charter Committee to advocate for a BDR as a group.

Karl Hall, City Attorney, stated the discussion is getting a little off topic for this agenda item. An item can be brought to the next meeting to talk about who should show up to support a City Charter Committee Bill. This agenda item is a preliminary outline about who was successful in the past and who wasn't. Member Coleman has requested more specific information on the City Charter amendments in order to evaluate what worked and what didn't.

B.3 Discussion and potential direction to staff regarding potential amendments to the Reno City Charter (For Possible Action)

Chair Brown stated he would like to learn more about why our City Attorney is elected and not appointed.

Member Shinn reported on potential amendments requested by Council Member Duerr. She recommended that the City Attorney be appointed, not elected. She also recommended that if a candidate receives 50 plus one in a primary election, they should not have to go into a general election. Her final recommendation is that she would like to see the Mayor not considered a Council Member for

purpose of term limit.

Member Pipitone met with Mayor Schieve as her appointee and stated that she agrees with everything Member Shinn stated.

Member Clifton suggested the gender-neutral language.

Chair Brown reported that Council Member Taylor wants them to dive deeper into information on the election versus appointment of the City Attorney.

Member Piscevich met with the Council Member for Ward 4 and one issue she brought up was elections and appointments. Member Piscevich used an example of determining whether there should be an appointment or an election to replace a Council Member that resigns.

Vice Chair Green suggested discussing which items from the last session they want to try again.

Nic Ciccone, City of Reno Government Affairs Manager, summarized the requests for topics as follows: appointment versus election when it comes to filling a vacancy on the City Council, appointment versus election for the City Attorney; the majority winner of a primary election not having to go to the general election; the role of the Mayor; gender-neutral language; and the three topics from the last session.

IT WAS MOVED BY VICE CHAIR GREEN, SECONDED BY MEMBER PIPITONE, TO MOVE FORWARD IN THE AREAS OF RESEARCH THAT WERE DISCUSSED, INCLUDING CLARIFYING OPERATIONAL TERMS FOR THE COMPOSITION OF THE RENO CITY CHARTER COMMITTEE. THE MOTION CARRIED UNANIMOUSLY.

B.4 Discussion and potential direction to staff on the Reno City Charter Committee Work Plan (For Possible Action)

Nic Ciccone, City of Reno Government Affairs Manager, suggested one item to include in the Work Plan is a more structured way to address going to the legislature.

Member Piscevich asked if the Committee members have the right to dissent if they do not agree.

Mr. Ciccone stated that would be up to the body. It would be helpful for the Committee to come up with the protocol for how to go forward with a Bill.

Chair Brown summarized the discussion that legislative conduct will be added as a potential topic within the Work Plan.

Member Shinn expressed support for the 2024 Potential Schedule and going through each article individually.

Vice Chair Green stated that with the addition of legislative conduct, we are good to move forward.

IT WAS MOVED BY MEMBER HOOVER, SECONDED BY VICE CHAIR GREEN, TO MOVE FORWARD WITH THE 2024 POTENTIAL SCHEDULE AS OUTLINED.

Member Piscevich asked when the additional topics would be discussed.

Vice Chair Green explained that they can add additional meetings as needed for discussions.

Member Coleman asked that the three provisions from the BDR that went to the legislature be read into the record.

Mr. Ciccone stated the three provisions that went to the legislature were gender-neutral language, green infrastructure under local improvement law, and the at-large position.

THE MOTION CARRIED WITH MEMBER PISCEVICH VOTING NAY.

C. Board/Commission/Committee Member Reports and Announcements - Limited to items that do not appear elsewhere on the agenda. No action may be taken on this item.

Vice Chair Green reported that he was able to attend the Equity Session.

D. Future Agenda Items - Discussion of items for future agendas. No action may be taken on this item.

None

E. Public Comment – This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

None

F. Adjournment (For Possible Action)

The meeting was adjourned at 6:52 p.m.



**Reno City Charter Committee
Hybrid meeting**

MINUTES

Monday, March 4, 2024 – 5:30 p.m.
Reno City Hall - 12th Floor Conference Room
1 East First Street
Reno, NV 89501

Members

Austin Brown, Chair (Ward 5)
Dennis Green, Vice Chair (At-Large)
Alexandra Pipitone (Mayor)
John Marshall (Ward 1)
Stacey Shinn (Ward 2)
Zachary Khan (Ward 3)
Margo Piscevich (Ward 4)

Tess Opferman (Senate Majority)
Lilith Baran (Senate Majority)
Ronda Clifton (Senate Minority)
Edward Coleman (Assembly Majority)
Peter Larsen (Assembly Majority)
Miranda Hoover (Assembly Minority)

A. Introductory Items

A.1 Call To Order/Roll Call

Chair Brown called the meeting to order at 5:35 p.m.

PRESENT: Brown, Baran, Coleman, Green, Hoover, Khan, Opferman, Pipitone, Piscevich, Shinn

ABSENT: Clifton, Larsen, Marshall

A.2 Public Comment

None

A.3 Approval of the Agenda (For Possible Action) – March 4, 2024

Approval of the February minutes was removed from the agenda due to a noticing error with the wrong meeting dated published on the agenda.

IT WAS MOVED BY MEMBER PISCEVICH, SECONDED BY MEMBER HOOVER, TO APPROVE THE AGENDA AS AMENDED. THE MOTION CARRIED UNANIMOUSLY.

A.4 Approval of the Minutes (For Possible Action) – January 9, 2024 and February 6, 2024

IT WAS MOVED BY MEMBER OPFERMAN, SECONDED BY MEMBER BARAN, TO APPROVE THE JANUARY 9, 2024 MINUTES. THE MOTION CARRIED UNANIMOUSLY.

A.5 Council Liaison Report

Nic Ciccone, City of Reno Government Affairs Manager, clarified that this agenda item is not needed as there is no City Council member assigned as a liaison to this committee.

A.6 Staff Liaison Report

Mr. Ciccone reviewed the memo he sent to the Reno City Charter Committee members explaining the Charter review process. The memo also included potential amendments identified for further discussion.

B. Business Items

B.1 Overview and Discussion of the Reno City Charter Committee's Bylaws (Discussion Item Only)

Mr. Ciccone explained that there are some things codified in the Charter that can't be changed without going to the legislature. The Reno City Charter Committee's Bylaws can be changed by the committee with a majority vote without going to the legislature.

Members Piscevich and Shinn made comments in support of the committee members reading the bylaws and bringing suggestions for potential changes back to a future meeting.

B.2 Discussion and potential direction to staff regarding potential amendments to the Reno City Charter on the following topics:

Mr. Ciccone stated the committee directed him to bring back potential amendments to the City Charter. He introduced each of the following topics for consideration.

B.2.1 Role and Authority of the Mayor (For Possible Action)

There was discussion regarding the need to understand how the roles and authority of the Mayor and City Manager interact.

Member Coleman stated we don't want to create a situation where both the Mayor and the City Manager both think they have authority to do something.

Member Piscevich stated this is something we all need to look at and decide what we think is best regarding what authority each has.

Vice Chair Green stated it seems like we are looking along the lines of modernizing our city along what other cities are doing to be more in common. He asked if our Mayor and City Manager function like other cities.

Mr. Ciccone stated our Mayor functions the same as the five large cities in Nevada with the exception of Sparks. The city of Sparks also has a city manager government.

Member Baran asked for some reason why this would be something we want to do.

Mr. Ciccone stated that is totally up to the committee.

Member Hoover suggested tabling this until the next meeting for discussion to allow everyone the opportunity to review it and formulate whether or not there are any changes we want to make.

IT WAS MOVED BY MEMBER HOOVER, SECONDED BY MEMBER SHINN, TO CONTINUE THIS ITEM TO THE APRIL MEETING. THE MOTION CARRIED UNANIMOUSLY.

B.2.2 Election process if a candidate receives more than 50 percent of the vote during a primary election (For Possible Action)

Mr. Ciccone reviewed some background information on this topic and stated Sparks changed their Charter in 2017 so that if a candidate wins a majority of the vote in the primary, they do not have to go to the general election.

Mr. Ciccone clarified this is in our City Charter and only impacts City Council Members, judges and the City Attorney.

Member Coleman stated he does not see any merit to changing this. It would essentially limit the total number of people who get to vote. He would not be comfortable making a decision on changing this until he sees some kind of comparison, hopefully a quantitative comparison on at least three years of voter data to see a trend on primary versus general elections.

There was discussion and several members agreed that seeing data on voter trends would be good before deciding whether more than 50 percent of the vote in a primary election means you don't have to go to the general election.

IT WAS MOVED BY MEMBER PISCEVICH, SECONDED BY MEMBER HOOVER, TO TABLE THIS ITEM. THE MOTION CARRIED UNANIMOUSLY.

City Clerk Mikki Huntsman explained that making a motion to table or continue topics for later discussion is fine, but she clarified that no direction has been given to staff to provide any data for those future discussions.

IT WAS MOVED BY MEMBER COLEMAN, SECONDED BY MEMBER BARAN, TO RECONSIDER THIS ITEM. THE MOTION CARRIED UNANIMOUSLY.

IT WAS MOVED BY MEMBER COLEMAN, SECONDED BY MEMBER HOOVER, TO DIRECT STAFF TO PROVIDE SIX YEARS AND THREE ELECTION CYCLES OF

VOTER DATA FOR RENO CITY COUNCIL MEMBER PRIMARY AND GENERAL ELECTIONS.

Mr. Ciccone confirmed for Member Coleman that he can put a chart together with data for six years and three election cycles.

THE MOTION CARRIED UNANIMOUSLY.

B.2.3 City Attorney – Appointed vs. Elected (For Possible Action)

Mr. Ciccone introduced some discussion points for the committee to consider regarding this item.

Member Piscevich shared her law background and stated that she believes strongly that the City Attorney needs to be elected instead of appointed by a political body. It is a legal position and should be totally independent of political people.

Member Coleman agreed with Member Piscevich and asked if there is something they can tighten up in the Charter and/or Bylaws to better reflect that.

Member Piscevich asked for confirmation that City Council appoints the other lawyers.

Jon Shipman, Chief Deputy City Attorney, explained Reno has an elected City Attorney and City Council has the ability to hire outside special counsel. If the City Attorney runs into a conflict, the City Attorney can put an item on the agenda asking City Council to authorize compensation for special counsel.

Member Piscevich asked if the City Attorney hires the staff and Council approves them.

Mr. Shipman explained that the City Attorney has the power to hire and fire legal staff.

Member Hoover stated this topic has been beaten to death in recent years and suggested tabling it indefinitely.

IT WAS MOVED BY MEMBER HOOVER, SECONDED BY MEMBER PISCEVICH, TO TABLE THIS ITEM INDEFINITELY. THE MOTION CARRIED UNANIMOUSLY.

B.2.4 Process to fill vacancies on the City Council (For Possible Action)

Mr. Ciccone explained the two process options for filling City Council vacancies include special election or appointment.

Member Piscevich expressed concern regarding issues related to recent Council Member appointments for two-year terms. She also suggested ways special elections can be done relatively inexpensively.

Member Kahn stated he is leaning towards the special election option. It seems like a better idea to let the people of Reno decide who to put in, especially if someone is resigning due to some kind of controversy.

Member Coleman stated this process needs some safeguards around it. In general, he believes there should be special elections, but for situations where there is a month left in a term an appointment may be necessary.

Member Opferman agreed there needs to be some safeguards and suggested Council can make an appointment if there is less than six months left in a term. If there is more than six months left, there needs to be a special election.

There was discussion regarding costs for special elections. Options discussed for reducing those costs included mail-in ballot elections.

Mr. Ciccone stated he does not think it is within the purview of the committee to require all special elections be done by mail-in ballot.

Member Opferman stated we are at the point where we can ask for draft language. If a vacancy has under six months remaining, then an appointment can be an option for Council. Anything more than six months remaining in a term must go through the special election process.

IT WAS MOVED BY MEMBER OPFERMAN, SECONDED BY MEMBER PISCEVICH, TO DIRECT STAFF TO BRING BACK PROPOSED LANGUAGE ALONG THE LINES OF WHAT HAS BEEN DISCUSSED. THE MOTION CARRIED UNANIMOUSLY.

B.2.5 Terms of Charter Committee Members (For Possible Action)

Mr. Ciccone reviewed the terms and requested a change to the language that would clear up confusion and make the City Charter member terms for the same period as the person that appointed them.

There was discussion regarding the requested change and the difference in terms of office. It is an operational change, not a policy change.

IT WAS MOVED BY MEMBER HOOVER, SECONDED BY MEMBER BARAN, TO DIRECT STAFF TO MOVE FORWARD DRAFTING THE SAME LANGUAGE THAT IS IN FOR CITY COUNCIL TERMS AS WE DO MOVING FORWARD FOR THE SENATE AND ASSEMBLY TERMS.

Mr. Ciccone confirmed for Member Hoover that he understands what the motion is saying.

THE MOTION CARRIED UNANIMOUSLY.

B.2.6 Revisit 2023 Bill Draft Request language submitted by the City of Reno (For Possible Action)

IT WAS MOVED BY MEMBER SHINN, SECONDED BY MEMBER HOOVER, TO BRING BACK THE ALREADY PREPARED DRAFT WITH GENDER NEUTRAL LANGUAGE. THE MOTION CARRIED UNANIMOUSLY.

B.3 Overview and Discussion of City Charters of Nevada including but not limited to Organization and Departments (Discussion Item Only)

Mr. Ciccone presented information on the roles and requirements of the City Manager for each of the five big cities in Nevada and answered questions from the committee.

Mr. Ciccone answered a question from Member Coleman regarding who may serve as Acting City Manager. An Acting City Manager would generally be one of the three Assistant City Managers.

Member Coleman stated that in a situation where the Chief of Police is appointed as the City Manager, he is assuming there were no Assistant City Managers.

Mr. Ciccone stated he believes an Interim City Manager and an Acting City Manager are two different things as defined by Charter. As an example, an Assistant City Manager could fill in as an Acting City Manager if the City Manager is out of town for a week, and a vacancy would have to occur for an Interim City Manager to take over.

Member Baran suggested considering changes they might want to proposed to the Charter in the future, like what was brought up by Member Coleman as well as the decision about whether or not the City Manager has to live in the city of Reno.

Mr. Ciccone continued with the presentation moving on to information regarding the Vice Mayor. Reno is the only city of the five big cities that uses the term Vice Mayor instead of Mayor pro Tempore.

Member Baran suggested for consistency's sake and civic education that we use the words that the other cities use so everyone knows what they mean.

Mr. Ciccone concluded the presentation with information regarding the Judicial Department and Civil Service.

B.4 Discussion and potential direction to staff on the Reno City Charter Committee Informational Presentation Schedule (For Possible Action)

There was discussion regarding holding the Joint Meeting with City Council on July 29 and combining the rest of the informational presentation items into the April meeting.

Mr. Ciccone requested that the June 3 meeting be changed to June 10.

IT WAS MOVED BY CHAIR BROWN, SECONDED BY MEMBER HOOVER, TO UPDATE THE INFORMATIONAL PRESENTATION SCHEDULE CHANGING THE JUNE 3 MEETING TO JUNE 10, CHANGING THE JULY 1 JOINT MEETING WITH CITY COUNCIL TO JULY 29, AND MOVING THE MAY PRESENTATIONS TO APRIL. THE MOTION CARRIED UNANIMOUSLY.

C. Board/Commission/Committee Member Reports and Announcements

None

D. Future Agenda Items

Member Baran requested a future agenda item revisiting today's discussion regarding the duties, pay, acting and interim assignments, and residency requirements for the City Manager.

Chair Brown requested a future agenda item to identify any new potential amendments or changes to the Bylaws.

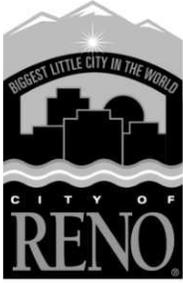
Mr. Ciccone suggested the committee consider changing the language in the Bylaws to gender neutral if they are going to request gender neutral language for the BDR.

E. Public Comment

None

F. Adjournment (For Possible Action)

The meeting was adjourned at 7:17 p.m.



Reno City Charter Committee

Hybrid Meeting

MINUTES

**Reno City Hall, 12th Floor Conference Room
1 East First Street Reno, NV 89501
Monday, April 1, 2024 5:30 p.m.**

<u>Members:</u>	
Austin Brown, Chair (Ward 5)	Tess Opferman (Senate Majority)
Dennis Green, Vice Chair (At-Large)	Lilith Baran (Senate Majority)
Alexandra Pipitone (Mayor)	Ronda Clifton (Senate Minority)
John Marshall (Ward 1)	Edward Coleman (Assembly Majority)
Stacey Shinn (Ward 2)	Peter Larsen (Assembly Majority)
Zachary Khan (Ward 3)	Miranda Hoover (Assembly Minority)
Margo Piscevich (Ward 4)	

Staff Liaison: Nic Ciccone

A. Introductory Items

A1. Call to Order/Roll Call

Chair Brown called the meeting to order at 5:40 p.m.

PRESENT: Brown, Baran, Clifton, Coleman, Green, Hoover, Khan, Larsen, Marshall, Opferman, Piscevich, Shinn

ABSENT: Pipitone

A2. Public Comment – This item is for either public comment on any action item or any general public comment and is limited to no more than three (3) minutes for each commentator.

None

A3. Approval of the Agenda (For Possible Action) – April 1, 2024

IT WAS MOVED BY MEMBER KHAN, SECONDED BY MEMBER PISCEVICH, TO APPROVE THE AGENDA. THE MOTION CARRIED UNANIMOUSLY.

A4. Approval of the Minutes (For Possible Action) – February 5, 2024, and March 4, 2024

IT WAS MOVED BY MEMBER MARSHALL, SECONDED BY MEMBER BARAN, TO APPROVE THE FEBRUARY 5, 2024 AND MARCH 4, 2024 MINUTES. THE MOTION CARRIED UNANIMOUSLY.

A5. Staff Liaison Report – Item for general announcements and informational items only. No action may be taken on this item.

Nic Ciccone, City of Reno Government Affairs Manager, stated no additional reports outside of the Business Items published on the agenda.

B. Business Items

B1. Overview and discussion of the Reno City Charter Committee’s Bylaws (For Possible Action)

Chair Brown stated that this was a member initiated item and sought feedback and motions from the body.

Mr. Ciccone stated that past discussion included codifying which members might testify at the Nevada State Legislature or how to prioritize BDR proposals to the Reno City Council but that it was not in the staff liaisons position to make a recommendation for changes to the by-laws.

Member Piscevich requested to continue the item to a future meeting.

Member Baran seconded the desire for a continuance stating that the body needed additional time to review the by-laws for recommendations.

Member Opferman suggested gender neutral language as a basic modification to the by-laws to align with the charter recommendation.

IT WAS MOVED BY MEMBER OPFERMAN, SECONDED BY MEMBER GREEN, TO DIRECT STAFF TO BRING BACK CHARTER COMMITTEE BY-LAWS REMOVING GENDERED LANGUAGE FOR REVIEW AND APPROVAL. THE MOTION CARRIED UNANIMOUSLY.

B2. Discussion and potential direction to staff regarding potential amendments to the Reno City Charter regarding the following topics:

B2.1. Role and Authority of the Mayor (For Possible Action)

Nic Ciccone, City of Reno Government Affairs Manager, stated that B.2.1 and B.2.2 are interrelated.

Member Piscevich inquired topically what the discuss was intended to achieve. Asking the question of if the body wanted the Mayor to have voting power or to act more like the City of Sparks and vote only in the matter of a tie.

Member Coleman requested that staff bring forward the slides presented at previous meetings to provide the body with a starting point for discussion.

No action taken.

B2.2 Duties of the City Manager, City Manager vacancies, appointment of Interim City Managers, and residency requirements for the City Manager (For Possible Action)

Nic Ciccone, City of Reno Government Affairs Manager, stated that the City of Reno Charter is the most specific when outlining the duties of the City Manager.

Member Baran opened the discussion on duties, establishment of salary, and residency of the Reno City Manager stating concerns associated with the Reno City Council setting the salary for this position.

Member Clifton requested clarification from Member Baran stating that she was unclear on what alternatives Member Baran was suggesting.

Mr. Ciccone clarified that the displayed chart contains only snippets of data from other municipalities. He stated that most, if not all, governing bodies in the State of Nevada set the salary for their Manager, but it might not be identified within their Charter.

Member Baran inquired if it was possible to remove that responsibility from the council.

Mr. Ciccone stated he was not sure.

Member Marshall asked the City Attorney if there was a governing body that assisted the Reno City Council in making decisions when setting salary for the City Manager.

John Shipman, City of Reno Assistant City Attorney, stated that there is no counseling mechanism.

Member Piscevich stated that because the Reno City Council has hiring and firing power over the Reno City Manager, it doesn't seem like there is an alternate option for reviews and raises.

Mikki Huntsman, City of Reno City Clerk, explained the annual 360 Review process for both the City Manager and City Clerk which include class and comp studies, compensation comparables, etc.

Member Baran requested to see the comparables.

City Clerk Huntsman stated that it would be included in the staff report for the annual reviews.

Asst. City Attorney Shipman explained the recruitment and annual performance review processes for the Reno City Manager.

Member Baran addressed concerns about the equity of salary distribution across the organization.

Member Clifton sought clarification on their power to set salary restrictions.

Member Marshall explained that added language into the Charter which could cap the increment of the raise. For example, "no more than 10 percent, etc."

Member Coleman stated a desire to look at cities across the country rather than cities in the State of Nevada.

Member Piscevich requested that the body break into smaller groups and discuss topics and suggest alternatives for the body to consider.

Asst. City Attorney Shipman stated that the body could not create formalized subcommittees of the Charter Committee. Establishing and creating subcommittees or committees which are intended to discuss public policy topics with the intent to make decisions, would be subject to NRS 241 (Open Meeting Law).

Members Baran stated a desire that the Reno City Manager reside within the City of Reno boundaries.

City Clerk Huntsman clarified for the record that Mr. Ciccone, Mr. Shipman, and herself are present at meetings as facilitators and to support the body with answers to questions. The body can free to discuss and make recommendations for changes without staff approval.

Member Piscevich gave an example of draft language to be included.

City Clerk Huntsman stated that Member Piscevich's example was correct. Staff is present for the purpose of facilitation and support, not to influence or approve recommendations or BDR suggestions.

IT WAS MOVED BY MEMBER CLIFTON, SECONDED BY MEMBER BARAN, TO DIRECT STAFF TO MODIFY THE RESIDENCY REQUIREMENTS OF THE RENO CITY MANAGER TO INCLUDE RESIDENCY IN RENO CITY LIMITS. THE MOTION CARRIED UNANIMOUSLY.

B2.3 Election process if a candidate receives more than 50 percent of the vote during a primary election (For Possible Action)

Member Khan stated support for a change to 50% + 1 to match the City of Sparks and the Washoe County School Board.

Nic Ciccone, City of Reno Government Affairs Manager, provided several graphs which indicated Washoe County Voter Turnout numbers for elections cycles 2018, 2020, and 2022.

Member Khan rescinded his prior support stating that after reviewing the provided data.

Member Coleman stated a desire to review the party affiliation numbers prior to making a recommendation.

Member Piscevich explained that because these are non-partisan races everyone runs against everyone and party seats are less relevant. She also inquired how a candidate moves on to the General Election.

Mr. Ciccone explained that the two candidates with the highest number of votes after the Primary Election move on to the General Election.

Member Baran asked what type of public engagement or education the City does in preparation for the Primary and General Elections.

City Clerk Huntsman stated that the City contracts with the Washoe County Registrar of Voters for the education and outreach in addition to the facilitation of the elections.

Member Clifton asked for a definition of the 50% + 1.

Mr. Ciccone explained that if a candidate in the Primary Election receives 50 percent plus 1 vote, they are automatically elected into office and will not run in the General Election.

Member Coleman requested a racial breakdown for the turnout of the Primary and General Elections.

Mr. Ciccone stated he would provide that information.

Member Marshall inquired with Member Coleman about the necessity of reviewing the racial turnout numbers and how it would impact a recommendation.

Member Coleman stated that racial disparity between the Primary and General Elections is true throughout the country. He was hoping to see if Washoe County's turnout was above or below the standard.

Member Shinn stated discomfort in modifying the current language to 50 % + 1 as it removes the opportunity for much of the population to vote for their elected officials.

IT WAS MOVED BY MEMBER CLIFTON, SECONDED BY MEMBER COLEMAN, TO KEEP LANGUAGE AS IS. THE MOTION CARRIED UNANIMOUSLY.

B2.4 Process to fill vacancies on the City Council (For Possible Action)

Member Piscevich opened discussion by expressing concerns about the appointment process. She suggested modifying the current language to include that if more than six months remain in an elected official's term, the elected body must conduct a Special Election to fill the remaining term.

Member Marshall sought clarification from Member Piscevich between date of election or date of seat vacancy.

Member Piscevich stated the determinant is remaining term time. If the remaining term is more than 6 months, it triggers a special election and if its less than 6 months, it triggers an appointment. She also stated that if the City of Reno was concerned with cost, mail in voting or paper ballots might be the most cost effective option.

Member Marshall inquired about the 6 month limit or barrier.

City Clerk Huntsman stated on the record that the City of Henderson recently conducted a Special Election. It was announced on February 2nd, 2023, voted until March 27th, 2023, and canvassed on April 3rd, 2023. Assuming this is accurate, the City Clerk's Office would need, at minimum, 2 months to complete a special election. Additionally, the total cost was approximately \$250K.

Member Piscevich stated that their numbers are not comparable to ours as their wards are larger.

Member Baran asked if the Reno Charter could potentially outline acceptable reasons for vacating an elected office.

Assistant City Attorney, John Shipman, stated that unless it was made a criminal offense, there would be no way to limit a person's reason for vacating their elected seat.

Member Marshall suggested 60 days instead of 6 months.

City Clerk Huntsman stated additional considerations for timing during an election. Voting machines, ballots, etc are already programmed and distributed and are inaccessible for a period of time, in addition to the potential for public confusion when running two elections simultaneously.

IT WAS MOVED BY MEMBER MARSHALL, SECONDED BY MEMBER BARAN, TO DIRECT STAFF TO MODIFY LANGUAGE TO, "IF A VACANCY OCCURS IN THE OFFICE OF MAYOR OR CITY COUNCIL MEMBER MORE THAN 180 DAYS AND TOGETHER WITH SUBSEQUENT CHANGE GOING FROM 30 DAYS TO NO LATER THAN THE NEXT REGULAR MEETING PRIOR TO THE NEXT GENERAL MUNICIPAL ELECTION.

Member Baran requested additional language that the Special Election be conducted through Mail-in Ballots.

Vice Chair Green stated concerns surrounding accessibility for voters.

Member Baran rescinded her request for additional language.

Member Clifton shared a discomfort with allocating large sums of money and staff time. She inquired about a better system for appointments and if that was a plausible option to consider.

Member Coleman requested additional amendments be made to the motion to include residency requirements for the potential candidates.

City Clerk Huntsman stated that residency requirements used currently are in alignments with NRS 293C which identifies a qualified elector. The candidate must reside in their dwelling for a minimum of 30 days prior to filing for candidacy which is the same requirements for a City Council Member running for office.

Member Khan proposed 120 days instead of 180 days.

Asst. City Attorney, John Shipman, explained the City Elected Officials process in which Council has 30 days to decide if they'd like to appointment versus Special Elect.

Discussion ensued about the appointment process.

THE MOTION CARRIED UNANIMOUSLY.

B2.5 Terms of Charter Committee Members (For Possible Action)

Nic Ciccone, City of Reno Government Affairs Manager, explained the previous request to correct existing conflicts within the term language. The Charter states that Assembly appointments are 2 years and Senate appointments are 4 years. However, if you're appointed by the majority leader or the Democrats, whoever it might be, it is tied to a specific person. The majority leader is responsible for designating the appointment to the Reno City Charter Committee. The request is to clarify whose term the appointment is connected to. Staff are seeking less operational confusion associated with each member's term.

Member Hoover requested clarification on the Senate majority's appointed member. She requested that Nick clarify if the Senate majority leader delegates a Senate member to appoint 2 members or does the Senate majority leader appoint/delegate 2 members to represent the city of Reno.

Mr. Ciccone confirmed he does not have clarity which is why he's seeking modification to the language to be consistent with other cities across the state.

Discussion ensued related to the confusion about terms and appointment privileges in Charter.

IT WAS MOVED BY MEMBER HOOVER, SECONDED BY MEMBER KHAN, TO DIRECT STAFF TO MODIFY SECTION 1.140.C TO SAY, "EXCEPT AS OTHERWISE PROVIDED IN SUBSECTION 2, THE MAJORITY LEADER OF THE SENATE SHALL DESIGNATE A MEMBER OR MEMBERS OF THE SENATE DELEGATION REPRESENTING THE RESIDENTS OF THE CITY OF RENO," WITH OTHER RECOMMENDED EDITS MADE BY STAFF.

THE MOTION CARRIED WITH MEMBER COLEMAN ABSTAINING FROM THE VOTE.

B2.6 Gender Neutral Language (For Possible Action)

IT WAS MOVED BY MEMBER KHAN, SECONDED BY MEMBER BARAN, TO APPROVE THIS ITEM AS RECOMMENDED. THE MOTION CARRIED UNANIMOUSLY.

B3. Overview and discussion of city charters of Nevada including but not limited to Financials, Powers, and Remaining Issues (For Discussion Only)

Nic Ciccone, City of Reno Government Affairs Manager, gave a presentation on Charter Finances and Other Powers section.

No action was taken.

B4. Discussion and potential direction to staff on the Charter Review Process (For Possible Action)

Nic Ciccone, City of Reno Government Affairs Manager, reviewed the current process and timeline with the committee.

No action was taken.

C. Board/Commission/Committee Member Reports and Announcements – Limited to items that do not appear elsewhere on the agenda. No action may be taken on this item.

None.

D. Future Agenda Items – Discussion of items for future agendas. No action may be taken on this item.

Member Marshall would like to discuss residency requirements for qualified electors and the identification of “Separation Agreements” as official City Records.

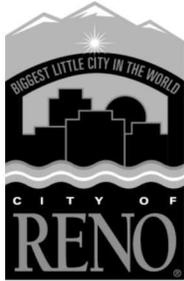
E. Public Comment – This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

None.

F. Adjournment (For Possible Action)

IT WAS MOVED BY MEMBER PISCEVICH, SECONDED BY MEMBER BARAN, TO ADJOURN. THE MOTION CARRIED UNANIMOUSLY.

The meeting was adjourned at 7:53 PM



MINUTES

Reno City Charter Committee Hybrid Meeting

**Reno City Hall, 12th Floor Conference Room
1 East First Street Reno, NV 89501
Monday, May 6, 2024
5:30 p.m.**

Members:

Austin Brown (Ward 5), Chair
Dennis Green (At-Large), Vice
Chair Alexandra Pipitone (Mayor)
John Marshall (Ward 1)
Stacey Shinn (Ward 2)
Zachary Khan (Ward 3)
Margo Piscevich (Ward 4)

Tess Opferman (Senate Majority)
Lilith Baran (Senate Majority)
Ronda Clifton (Senate Minority)
Edward Coleman (Assembly Majority)
Peter Larsen (Assembly Majority)
Miranda Hoover (Assembly Minority)

Staff Liaison: Nic Ciccone

A. Introductory Items

A1. Call to Order/Roll Call

Chair Brown called the meeting to order at 5:37 p.m.

Present: Brown, Green, Pipitone, Marshall, Khan, Piscevich, Opferman, Baran, Clifton, Coleman, Larsen, Hoover.

Absent: Shinn

A2. Public Comment – This item is for either public comment on any action item or any general public comment and is limited to no more than three (3) minutes for each commentator.

None.

Reno City Clerk Mikki Huntsman stated that any members of the public wishing to attend the meeting may do so by attending the physical location or observe by preregistering via the virtual link, <http://links.reno.gov/CharterCommittee-05-06-24>.

A3. Approval of the Agenda (For Possible Action) – May 6, 2024

Reno City Charter Committee Member, Ward 4, Margo Piscevich, stated she had an opinion relating to the minutes. Reno City Charter Committee Member, Ward 5, Chair, Austin Brown stated this would need to be discussed on Item A4.

Member Marshall moved to approve the May 6th, 2024, Reno City Charter Committee Meeting Agenda. Member Clifton seconded the motion. The motion carried unanimously with Member Shinn absent and Member Piscevich abstained.

A4. Approval of the Minutes (For Possible Action) – April 1, 2024

Ms. Piscevich stated she did not believe the Minutes articulated what was discussed and she did not understand them.

Mr. Brown asked Ms. Piscevich if she had examples she would like to see changed. Ms. Piscevich stated she assumed the Minutes would reflect what was discussed, such as when discussing Charter Committee term members and whether the Minutes would reflect what was stated about special elections or the role of the City Managers. She stated since the Minutes did not articulate this, it was unclear as to what was discussed during the meeting.

Ms. Huntsman stated the Minutes were to be brief and that it was not a full transcription of what was stated. She stated that this was adopted by the Reno City Council and was the practice followed through all Boards and Committees.

Ms. Piscevich stated that she assumed everything needed would be on tape. Ms. Huntsman stated it was recorded and asked Ms. Piscevich if there were any changes she would like to be made. Ms. Piscevich stated she would like the Minutes to be more complete.

Member Green moved to approve the April 1st, 2024, Reno City Charter Committee Meeting Minutes. Member Clifton seconded the motion. The motion carried unanimously with Member Shinn absent and Member Piscevich abstained.

A5. Staff Liaison Report – Item for general announcements and informational items only. No action may be taken on this item.

Reno City Charter Committee Staff Liaison, Nic Ciccone apologized for not helping the meeting run smoothly. He stated he did not have any other general updates or comments but that he could have done a better job of making sure that he looked to the Chair, made eye contact, and ensured things progressed smoothly.

Mr. Brown thanked Mr. Ciccone for the report.

B. Potential Amendments

B1. Discussion and potential direction to staff regarding potential amendments to the Reno City Charter regarding the role and authority of the Mayor (For Possible Action)

Mr. Brown stated that he wanted to remind the committee that they were not a policy making body and they were there to investigate the charter and discuss amendments or changes to the charter. He stated Item B1 was tabled at the previous meeting with the ask being brought back and opened for discussion.

Mr. Ciccone asked Ms. Huntsman to open the presentation. Mr. Brown asked if individuals accessing the meeting via Zoom were able to see the presentation. Ms. Piscevich stated she could not initially see the presentation, but it did eventually become visible.

Mr. Ciccone referred to the topics on the presentation that were raised by others on the same issue. He stated he believed they had previously discussed the topics and did not feel the need to introduce them again. He referred to the presentation regarding additional background information for discussion of the topics.

Reno City Charter Committee Member, Senate Minority, Ronda Clifton asked Mr. Ciccone for the parameters of the Committee regarding what they were able to do. Mr. Ciccone referred to the City of Sparks on the presentation and their roles of Mayor. He stated the category would generally show the biggest scale difference regarding operation but they were not specifically limited to just those roles. Mr. Ciccone asked Ms. Clifton if that answered her question. Ms. Clifton stated she wanted to refer to the Chair's opening comment regarding the body not being policy makers and that this comment would assist them in staying focused.

Reno City Charter Committee Member, Ward 1, John Marshall stated the balance of power between the Mayor and the Council was important to discuss. He stated there should be a presentation regarding the City Manager that would have more comparable information. He stated there should be discussion regarding the distribution of power between the Mayor and the City Council and whether it should be changed. He stated he respectfully disagreed with the opening comment of the Chair as he believed they were a policy committee and that it was up to them to debate policy on the area within the charter. He stated if there was dissatisfaction between the Mayor and the City Council's distribution of power this would have been the time to discuss.

Ms. Piscevich stated that she did not have an issue with what was listed on the presentation regarding the role of Mayor. She stated that it summarized her duties and that unless they were interested in changing it to reflect the City of Sparks, she believed that the Mayor and the City Council worked together through agreements and disagreements.

Mr. Marshall stated that in the past this topic had come up for discussion whether to shift to a form of basic city government and those additions to the City Charter Committee chose not to. He stated that did not mean they needed to but that he agreed with Ms. Piscevich with the need to discuss investing more power to the Mayor. He stated there was a need to discuss terminal situations

and the difference between other members regarding serving on the City Council and then as Mayor.

Ms. Piscevich stated she believed this was done by the Supreme Court previously.

Ms. Marshall agreed and stated that was due to the way the Charter described the Mayor's powers as essentially ceremonial. He stated this could be debated but that it was found to be not significantly different from other City Council members. He asked if an individual had completed their full term in City Council, would it not be acceptable to run for Mayor. He stated that he did not feel the need to change the term rules regarding term situations but that it was a point of discussion.

Ms. Huntsman requested point of order to the Committee that they state their name for the record, to provide more specific minutes.

Ms. Piscevich stated that she could accept the roles as they were and did not see an issue as she was new and had not heard previous discussion. She stated that it seemed like the City Manager and Council worked together.

Reno City Charter Committee Member, Vice Chair, Dennis Green stated he did not see any negatives to the roles and that when listening to the proposals and information he was reviewing, did not feel there was anything to change at that time.

- B2.** Discussion and potential direction to staff regarding potential amendments to the Reno City Charter regarding the duties of the City Manager, City Manager vacancies, compensation of the City Manager, removal of the City Manager, and appointment of Interim City Managers **(For Possible Action)**

Mr. Brown stated at the previous meeting there was extensive discussion relating to the topic and wanted to ask if there were any new points to be discussed.

Mr. Green stated there were more slides for comparison and referred to them. He asked the Committee to review the slide presented regarding duties of the City Manager.

Mr. Brown asked if there were any thoughts or concerns related to the information presented.

Mr. Green stated there was much discussed on this topic regarding a few different eventualities or topics. He stated that they discussed all the topics, including the City Manager's salary and where the City Manager resided as he believed that was important to discuss. He stated that salary was a very difficult topic to address and that by using their time widely and productively it was his belief they should refer to the duties and relationship of the City Manager with the City Council rather than focus on the salary. He stated that as a body they

did not have the expertise to be discussing salary unless there was a member of the body who was a compensation expert.

Mr. Marshall stated there were points brought up that he believed did not require expertise but a choice of policy regarding the lowest and highest paid employee of the City. He stated this was more of a social issue and perhaps strictly mechanical. He stated he did not have a particular viewpoint but thought it was an interesting discussion.

Reno City Charter Committee, Senate Majority, Lilith Baran stated she believed the salary was important to discuss as the health of the city was essential.

Mr. Green stated that it was an important conversation to have, however, opening discussion regarding the City Manager salary also opened conversation regarding salaries of everyone. He stated due to the amount of time spent making the proposals, they were denied or approved as a whole and not as an individual.

Mr. Ciccone stated that when the City Council voted on the bill draft request, they may choose to select certain items within the Charter Committee to move forward with.

Mr. Green stated when it moved to the legislature, it was approved or denied together. He stated that if salaries were going to be a point of topic to discuss, he believed it might be denied. He stated while it was a discussion to have, he believed basic strategies would be more effective.

Reno City Charter Committee, Senate Majority, Tess Opferman stated she generally agreed with Mr. Green and that a concept of bringing an easier BDR (Bill Draft Request) suggestion forward was beneficial in bringing topics that were discussed in multiple Charter Committees. She asked Mr. Ciccone if he knew of any other cities within Nevada that had limitations on the City Manager's salary. Mr. Ciccone stated he was not aware of any limitation in other cities. He stated from his recollection there had been many articles from the Las Vegas Review Journal discussing City Manager pay across the state and that those salaries were not related to other employees.

Reno City Charter Committee Member, Assembly Majority, Edward Coleman stated he believed this was a discussion they should have and that he was not concerned about creating a stripped down BDR in hope it would pass. He stated it was their job to compile topics to the best of their ability. He stated that the passing or denying of the proposal by City Council was irrelevant due to them as a body being able to move proposals to the State by finding a sponsor for the topics. He stated he did not agree with the idea of giving a proposal just to guarantee a pass. He stated their purpose was to not pass bills but have constructive discussion by not adding fluff. He stated that by limiting their thought process to only Nevada, it was not a good idea as there were more states than just Nevada.

Reno City Charter Committee Member, Assembly Minority, Miranda Hoover asked City staff if the Human Resources Department within the City of Reno conducted a compensation analysis report annually or biannually. Mr. Ciccone stated he was not sure how often a report was analyzed but stated he did believe they investigated the compensations of other City Managers or Managers of other large scale cooperative agreements.

Mr. Marshall stated they should discuss the social justice concerns of equity regarding pay and the ability for the City to hire a qualified and experienced City Manager. He asked if it was more important to have the ability to pay and attract good candidates by the top salary or would it be more important to have an organization that did not have such a large income disparity. He asked if there were any situations that cap City Manager salaries. City of Reno Attorney Jonathan Shipman stated that generally every year the pay range was adopted for the Manager's side. He stated there was a compensation study analyzed and from the City Manager who typically was the highest paid employee, other positions were analyzed for compensation. He stated the positions were compared across comparably sized organizations. He stated the City Manager was under contract and had the ability to negotiate the rate and during Manager reviews the comparisons were again analyzed.

Mr. Green stated that he believed it was a valid discussion to have and that only focusing on the City Manager salary was not well suited for the Committee. He stated looking at the whole of the Charter salary was a better strategy as it allowed them to look at it in the entirety. He stated only focusing on the City Manager limits the Committee and should be focusing on an effective government.

Ms. Baran stated that she believed they would tie it to the City Manager as they are the highest paid position. She stated while one could believe that an increased salary would maintain the role, however, that was not what they were witnessing despite the increase in salary. She compared the idea of discussing first responders and the lack of compensation to maintain a basic life within the city.

Ms. Piscevich stated that the idea of a 1-year raise negotiated within their onboarding might be more equitable. She stated there were other areas in the city where individuals could utilize more compensation but did not have an answer for those issues. She asked if it was up to the City Council to negotiate the contracts.

Mr. Green stated that looking into initiative strategies and processes would be beneficial to the equity of the City Manager and the city as a whole. He stated they should be looking at equitable processes throughout all the City of Reno and not just the City Manager.

Ms. Baran stated that she did not anticipate this discussion coming up organically and that it was up to the Committee to have this discussion. She

stated that the high salary did not seem to be retaining employees and that possibly a lower salary might retain an employee longer as they would be there for the job and not only the salary. She agreed with Ms. Piscevich regarding a standard raise and not something that was too high.

Mr. Marshall asked Mr. Shipman if it was possible to have a living wage requirement for low end salary through the Charter. Mr. Shipman stated that the Council was aware of the employees who had lower salaries such as temporary, and Parks and Rec. He stated they had been giving raises in compensation, but the affect was that it increased other classes as well. He stated it could create interesting situations as there could be two employees who were within the same class but one was receiving more compensation due to certain coverages possibly being offered.

Reno City Charter Committee Member, Assembly Majority, Peter Larsen stated that he believed the City Manager's job contained more that would deter candidates than just the salary and should be taken into consideration when recruiting. He stated it took local firefighters more than a few years to get into a decent home after being hired due to how expensive the area was.

Ms. Clifton asked if the unions protected salaries. Mr. Shipman stated there were different unions and there were the underrepresented. He stated there were certain protected classes but also others who had more flexible jobs such as part time employees. He stated they did have organizations fighting for their employee rights.

Mr. Green stated he agreed with what Mr. Larsen stated regarding the expense of living in the City of Reno. He stated they should have the conversation regarding equity but point their efforts elsewhere.

Ms. Baran stated there were many factors in keeping the City Manager and asked what the City Manager's salary was when he first started and what his exiting salary was. Mr. Shipman stated that the City Manager started at roughly \$230,000 and would be exiting around \$350,000 plus the cost of living. Ms. Baran asked what the length of time between the two salaries were. Mr. Shipman stated it was 3 years and that every year there was an analysis of the salary. Ms. Baran asked if there were any other City employee who had received a raise close to what the City Manager's raise was. Mr. Shipman stated he believed over the previous 3 years Management had received a significant increase in compensation and that those numbers were available. He stated the the City Manager had the highest percent increase but that other classes had received high increases as well.

Mr. Ciccone stated that anyone could access pay scales offered by the City of Reno through the link reno.gov/jobs if class specifications were selected. Ms. Baran stated she knew that information but would like the discussion to be on the record. Mr. Ciccone stated he understood and wanted to make sure the information was on the record for individuals who were attending the meeting

virtually.

Ms. Piscevich stated that it was important that the City Manager live in Reno and that it should be discussed. Mr. Brown stated that he believed Mr. Ciccone had sent out an attachment reviewing the City Manager residency requirements and would be discussing the topic in Item C2. Ms. Piscevich asked if that was within the Charters authorization to add this stipulation. Mr. Ciccone stated that the Committee had already made the approval to add the residency requirement. Mr. Brown stated it was on the second page under section 3 of the City Manager residency requirements.

B3. Discussion and potential direction to staff regarding potential amendment to the Reno City Charter regarding residency requirements for qualified electors (For Possible Action)

Mr. Ciccone stated he wanted to apologize due to Mr. Khan previously asking for information regarding residency requirements and stated he misunderstood what was being asked.

Ms. Piscevich stated she believed this was already addressed and that an individual must reside within their Ward.

Mr. Green stated the last slide of the presentation discussed the qualifications but that it did not include the number of days required before declaration. He stated this was something that could be added.

Ms. Huntsman stated the City followed NRS 293 which outlined what a qualified elector was. This included where the candidate resided for the previous 30 days.

Mr. Green asked Ms. Huntsman if this mirrored Las Vegas. Ms. Huntsman stated that was correct.

Mr. Green asked if this should not be silent in the Charter and ensure it was explicitly stated.

Ms. Clifton asked if it was listed in NRS, would it be necessary to explicitly list it. Mr. Ciccone stated that when topics were written more explicitly, there was still the potential for NRS to change, creating a discrepancy between NRS and Charter. Ms. Clifton asked if NRS would then rule. Mr. Marshall stated it would not since the Charter was more specific. Mr. Shipman stated the issue would be with uniformity with the remainder of the state. He stated he had witnessed this happen previously, creating an overrule by the Secretary of State. Mr. Marshall stated due to what was listed on the presentation regarding other City's qualifications there seemed to be a range of residency requirements. Mr. Shipman stated he was researching Article 2 regarding qualifications and was attempting to understand the modifications. Mr. Marshall stated the City of Reno was defaulting to NRS for general city laws and because of this discrepancy range with other larger cities in Nevada, it

would allow the City of Reno to have different requirements. Mr. Shipman stated he did not disagree; however, he did not have the information cited. Mr. Ciccone stated if the City did not contemplate the requirement, NRS would then tell the City what to require.

Ms. Huntsman stated the Statute was 293.200 Residency Requirements for Candidates. Mr. Shipman quoted NRS 293.200.

Mr. Marshall asked the Committee if the requirement was desired to be increased from 30 days to a different period.

Ms. Huntsman stated it was listed in Section 1 Article 2 stating the qualified elector was required to reside in the area within 30 days.

Mr. Marshall reiterated his previous question to the Committee.

Ms. Piscevich stated the 30-day requirement must be the minimum required. Mr. Brown stated that was what Mr. Marshall was attempting to express and asked if that was something the Committee would like to change.

Mr. Opferman stated she believed 30 days was appropriate. Ms. Clifton agreed.

Mr. Ciccone asked Mr. Brown if this Item would need to be placed on the following Agenda. Mr. Brown clarified that no, it would not need to be placed on the following agenda.

C. Business Items

C1. Overview and discussion of the Reno City Charter Committee's Bylaws (For Possible Action)

Mr. Brown thanked Mr. Ciccone for providing the information ahead of time. He stated it was requested that the gendered language be removed from the bylaws. He asked the Committee if there were any thoughts about the additions.

Ms. Piscevich asked what the additions were. Mr. Brown stated the additions of gender-neutral language.

Mr. Marshall stated that he was focused on the use of themselves versus themselves and he deemed themselves to be more appropriate. He stated there may be a trend of moving away from they, if it is deemed singular, however would leave it up to the City of Reno. Mr. Ciccone stated this was something he also struggled with and would appreciate feedback. Mr. Marshall stated he did not believe too much discussion was required but did have concern regarding decorum rules with consistency of First Amendment issues. He stated he did not know if the Charter Committee could further constrict the rules regarding actual disruption. Mr. Shipman stated he would

defer to the agenda for decorum based on the stated comment. He stated that section could be strike due to it being theoretically under the open meeting law.

Ms. Opferman asked if oneself could be appropriate.

Member Opferman moved to approve amended bylaws with the addition to change the language of the bylaws to the gender-neutral term of oneself.

Member Clifton seconded the motion. The motion carried unanimously with Member Shinn absent.

C2. Overview and discussion of approved potential amendments to the Reno City Charter to be included in the Reno City Charter Committee's final report (For Discussion Only)

Mr. Brown thanked Mr. Ciccone for the overview and the changes.

Ms. Opferman stated the information regarding special elections were reflected well and wanted to ensure that if it was changed to the resolution declaring a special election must be adopted no later than the next regular meeting, would this give Staff proper time. Ms. Huntsman stated it would be the next scheduled meeting that would be appropriate for the item to be agendized. Mr. Ciccone stated he would not have been able to provide the insight regarding staff ability and appreciated Ms. Huntsman answering.

Mr. Brown asked Ms. Huntsman if it were to be left as amended would this cause difficulties to Ms. Huntsman's office. Ms. Huntsman stated having a tight turnaround time for completion could impose complications for the Manager's office to provide a created agenda resolution. Ms. Huntsman stated her office maintaining templates for these situations.

Mr. Brown asked Ms. Ciccone what the appropriate timeline would entail for the City Manager's office. Mr. Ciccone stated he did not know the specific amount of time needed due to a special election not being performed in many years. He stated he also prefers to include the turnaround time for the County as they are the individuals running the election, which would typically be 30 days. Ms. Huntsman stated 30 days would be appropriate due to flexibility.

Ms. Piscevich stated to her knowledge the election must be performed in accordance with the Charter Section 0.50. She stated there were a few areas of NRS relaying this information and that she was unsure as to what they stated but was wondering if there were conflicts between NRS and what the Charter was doing. Mr. Shipman stated he investigated the NRS referred to and there were no conflicts as they were specific provisions related to nomination of candidates.

Ms. Piscevich stated the Mayor was a member of the City Council and did it apply to the Mayor's race or only the Wards. Mr. Ciccone stated it did apply to the Mayor's race. Ms. Piscevich stated this was not listed. Mr. Ciccone

stated the Mayor was a member of the City Council. Ms. Piscevich stated she understood this, however, it was not explicit as the Wards and Mayor's race were different. Mr. Brown asked Ms. Piscevich if this was an amendment desired. Ms. Piscevich stated that it was important that it be clarified. Mr. Brown asked if this was a motion.

Mr. Marshall asked Mr. Shipman if the City Council was defined as the Council and Mayor unless otherwise specified. Ms. Piscevich stated it would be beneficial. Mr. Shipman stated it was not explicitly stated as such. Ms. Piscevich stated that Mayor's race or At Large race should be added as she did not see this in the Charter.

Mr. Marshall stated that the 30-day timeline was already discussed however he believed that having it stated no later than the next meeting expressed the urgency of the item and would prefer to stay consistent with the already stated rules.

Mr. Shipman stated that the section applicable in the City Charters was Section 1.014 defining City Council or Council meaning the governing body.

Mr. Ciccone stated to Ms. Piscevich that it did include the Mayor. Ms. Piscevich stated it should potentially be in paragraph 2.

Mr. Marshall stated this would create an oddity of listing the Mayor as separate from the City Council and could create confusion in using the term City Council and whether it would then include the Mayor. He stated it should be left as it was.

Mr. Brown asked the Committee what their thoughts or concerns were regarding the 30-day topic.

Ms. Piscevich stated she agreed with the previously stated statement of before the next regular meeting.

Mr. Brown asked if there was a motion. Ms. Piscevich stated she was willing to make a motion. Mr. Ciccone stated this Item was for discussion only and would be available for motion at the following meeting.

C3. Discussion and potential direction to staff on the Charter Review Process (For Possible Action)

Ms. Piscevich asked if this was regarding Member terms. Mr. Brown stated it was regarding the review process and that the timetable was listed on slide 11 of the presentation. He stated the Committee would finalize the recommendations with the City Council.

Ms. Piscevich asked if all the topics were covered. Mr. Brown stated that the previous agenda item C2 with the approved amendments would be put forward to the Council.

Committee reopens Item C2 for discussion.

Ms. Opferman stated she did not believe C2 was ready to be moved forward with regarding Member terms. She stated the language was not mirrored to the Assembly. Mr. Ciccone stated that he did understand the need to make it clear, however, it was not something the Committee had contemplated previously.

Ms. Clifton stated the need to make the language gender-neutral and remove he/she. Mr. Ciccone agreed and stated in the original outline the gendered terms were listed but he did adjust them to neutral terms.

Ms. Opferman stated the same language used for the Senate should be used for the Assembly. Mr. Ciccone agreed.

Mr. Marshall stated it might be beneficial to stay within the 2 years as there might be changes in the representation of the Senate. He stated he was not sure if this was as important with the Assembly.

Ms. Opferman stated the reason for the change would be for the benefit of staff. Mr. Ciccone agreed. Ms. Opferman stated she was not partial to one way or the other but felt that they were previously trying to correct a concern.

Mr. Marshall asked if there was a change in senatorial representation would the individuals term end. Mr. Ciccone stated that was correct and it was not a typical situation but may happen.

Ms. Clifton stated that once the individual she was represented by was termed, she would also be.

Mr. Marshall asked what happened if someone left mid-term. Mr. Ciccone stated there was a good answer to this question previously stated in another meeting by Mr. Shipman but could not recall it. Mr. Marshall stated tracking the information would be important if something occurred mid-term.

Mr. Ciccone stated that during this interim session, they had 100 percent of Charter Committee appointments made. He stated he did not know if this was unique but that it was important to state.

Ms. Opferman stated with the proposed change there would be a situation with Ms. Clifton as her representative was not running again and did not know if that proposed an additional concern. Mr. Ciccone stated that the Charter was written differently and that he was attempting to write the Charter in comparison to Henderson and North Las Vegas as they better aligned and were written more recently. He stated he would be willing to discuss this further if it raised issues and concerns.

Ms. Clifton stated it was potentially not the highest priority on the Senators list of concerns.

Mr. Marshall stated it should be consistent with subparagraph B and C.

Mr. Brown asked Mr. Ciccone if this was something he could provide and create two sets of amendments in the final review. Mr. Ciccone stated he could.

Ms. Huntsman asked for clarification on information regarding if an individual was appointed during a legislative cycle and the term expired, she thought the member would remain through the legislative cycle regardless of the expiration. Mr. Ciccone stated this would be an example of the norms not living up to the letter of the law.

Ms. Opferman stated it was not a concern that needed to be addressed at this time.

Committee continued with Item C3.

Mr. Marshall asked if June 10th, 2024, was a Monday. Mr. Ciccone stated it was.

Mr. Brown stated action was not necessary at that time.

C4. Update on the status of separation agreements as official public records (For Discussion Only)

Mr. Shipman informed the Committee that separation agreements are official public records.

D. Board/Commission/Committee Member Reports and Announcements – Limited to items that do not appear elsewhere on the agenda. No action may be taken on this item.

None.

E. Future Agenda Items – Discussion of items for future agendas. No action may be taken on this item.

Mr. Green stated he attended the focus group and thought it would be useful to have the information in their future conversations. Mr. Ciccone stated he did not believe the plan for that focus group would come back within the timeline required.

Ms. Piscevich asked if after July, the Committee would not meet until the legislature meets. Mr. Brown confirmed.

F. Public Comment – This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

None.

G. Adjournment (For Possible Action)

Member Marshall moved to adjourn the meeting at 7:16 p.m. Member Opferman seconded the motion. The motion carried unanimously with Member Shinn and Coleman absent.