

## STAFF REPORT

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**Date:** May 21, 2025

**To:** Mayor and City Council

**Through:** Jackie Bryant, City Manager

**Subject:** Resolution No. \_\_\_\_ (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; ratifying the cost of the project; and confirming said assessment roll and the assessments therein; to authorize 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:**

This public hearing and resolution finalize the annual assessment process for the Downtown Reno Business Improvement District (BID) by resolving any submitted objections from the public hearing, confirming the FY26 assessment roll and estimated project cost totaling \$3,961,960.90, and authorizing the formal recordation of the assessed properties with the Washoe County Recorder. The action ensures continued BID operations and funding for enhanced maintenance, safety, and economic vitality services in the downtown area.

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

Economic and Community Development

### **Previous Council Action:**

Council adopted Ordinance No. 6455 on March 14, 2018 creating a Neighborhood Improvement Project, otherwise known as the Downtown Reno Business Improvement District (BID). Since then, on an annual basis, Council has held a public hearing at the time and place designated by resolution and pursuant to NRS 271.380. Generally, noticing is completed in the month of April with the public hearing being held in May. The basis for the assessment roll is the ensuing fiscal year BID Operating Plan and Budget, which Council generally accepts in the month of February-April, also on an annual basis. As part of the annual public hearing, Council, after considering all

written and spoken objections and protests to the validity of the roll, adopts a resolution confirming the assessment roll in its original form, or as modified.

**Background:**

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 are contained within the Management Plan and Engineer's Report that was 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 five percent per year. For FY 26 the DRP Board has chosen not to change the standard services assessment.

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. In accordance with Ordinance No. 5385 adopted November 5, 2002, hardship applications are to be brought before the Council for consideration.

If Council approves any hardship applications, the owners of those properties will pay the interest only on their assessments with the assessment being postponed until the earlier of the following occurrences:

- a. The property is sold or transferred to a person other than one to whom a hardship determination has been granted;
- b. The term of the bonds expires;
- c. The property owner's application for renewal of the hardship determination is disapproved;
- d. The property owner fails to pay the interest on the unpaid balance of assessments in a timely manner; or
- e. The property owner pays all previous and current assessments.

**Discussion:**

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:**

The Council has an opportunity to accept hardship petitions which could alter the total BID Assessment for FY26.

**Legal Implications:**

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

**Recommendation:**

Staff recommends Council adopt the Resolution and grant the eligible hardships.

**Proposed Motion:**

I move to adopt the Resolution and grant hardships to those presented.

**Attachments:**

Resolution - Dispense with Complaints - FY26.docx

Affidavit of Mailing Hardship Considerations