

Reno City Charter Committee Virtual Meeting

MINUTES

Monday, January 31, 2022, 5:30 p.m.

Committee Members

Lindsay Anderson (Ward 3)
Austin Brown (Ward 5)
Ronda Clifton (Senate Minority)
Edward Coleman (Assembly Majority)
Dennis Green (At-Large)
Nancyann Leeder (Ward 2)

John Marshall (Ward 1)
Greg Peek (Ward 4)
Darren Swinney (Assembly Majority)
Mathew Work (Mayor)
Staff Liaison: Calli Wilsey

Mikki Huntsman, City Clerk, City of Reno called the meeting to order at 5:31 PM

A. Introductory Items

A.1 Call To Order/Roll Call

Present: Anderson, Brown, Clifton, Green, Leeder, Marshall, and Peek

Absent at Roll Call: Coleman, Swinney, and Work

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.

Mikki Huntsman, Reno City Clerk, announced two letters were received and distributed to the board.

Douglas Goodman, founder and executive director of Nevadans for Election Reform, spoke in favor of ranked choice voting (RCV), citing success in New Mexico. This would eliminate the need for a primary election, saving taxpayer dollars.

Darren Swinney present at 5:36 p.m.

Cesar Marquez, co-founder and director of Move Nevada Forward, also encouraged the implementation of RCV as it would reduce negative attacks from other campaigns. Democrats from Nevada had already used a form of RCV during the 2020 caucus.

Edward Coleman present at 5:40 pm

A.3 Approval of the Agenda (For Possible Action) – January 31, 2022

Motion by Member Peek, seconded by Member Coleman, to approve the agenda with items A.4i and A.4ii being continued to the next meeting. Motion carried.

A.4 Approval of the Minutes (For Possible Action)

- i) Reno City Charter Committee – January 30, 2020 (For Possible Action)
- ii) Reno City Charter Committee – February 24, 2020 (For Possible Action)

This item was continued to the next meeting.

B. Business Items

B.1 Welcome and introduction of the Reno City Charter Committee members and City of Reno staff

Calli Wilsey, Government Affairs and Strategic Initiatives Manager, City of Reno, invited each Committee member to introduce themselves. Members Anderson, Brown, Clifton, Coleman, Green, Leeder, Marshall, Peek, and Swinney did so. Member Leeder brought up her desire to make changes to sexist language in the charter.

Additional introductions were made by Calli Wilsey, Mikki Huntsman, Reno City Clerk, and Karl Hall, Reno City Attorney.

B.2 Presentation and discussion regarding Charter Committee member compensation and other administrative paperwork needed for the City Clerk's Office (For Information Only)

Mikki Huntsman, Reno City Clerk, noted each member should have received a packet of information when they were appointed. The documents in the packet were reviewed and instructions were given for which ones would need to be completed. Due to Open Meeting Law posting requirements, it was essential that members inform Ms. Huntsman and Ms. Wilsey whenever they could not attend a meeting so quorum could be ensured in time.

Mathew Work arrived at 5:57 p.m and made an introduction.

No action was taken on this item.

B.3 Election of Chair and Vice Chair (For Possible Action)

Motion by Member Work, seconded by Member Leeder, to appoint John Marshall as Chair of the Reno City Charter Committee. Motion carried.

Motion by Member Work, seconded by Member Brown, to appoint Dennis Green as the Vice Chair of the Reno City Charter Committee. Motion carried.

B.4 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)

Calli Wilsey, Government Affairs and Strategic Initiatives Manager, City of Reno, conducted a PowerPoint presentation for the Reno City Charter Committee. It was noted that the Charter Committee still had three vacancies which needed to be filled. The purpose of this item was to provide direction about scheduling Committee meetings and what they would discuss during those meetings, while item B.5 was more specifically about determining the next meeting date.

Member Peek absent at 6:09 p.m.

Chair Marshall felt it was critical that the Committee be familiar with the charter to make recommendations, but going through each article might not be the best approach. Instead, an informational meeting about the charter could be held where the Committee could identify issues it wanted to address.

In response, Ms. Wilsey said a high-level overview highlighting potential points of conversation could be provided over the course of two meetings. Chair Marshall thought determining major areas of interest first would allow the Committee to have granular discussions on those articles. The Chair would work with Ms. Wilsey to create the informational meeting and determine how long the Committee wished to spend working on the charter.

Member Coleman asked whether members could receive more in-depth information about the topics of concern once they were identified, to which Ms. Wilsey replied that would be the intent. Chair Marshall provided an example of several articles working in tandem and how an example like that might be discussed.

Motion by Member Anderson, seconded by Member Clifton, for staff to prepare a high-level introductory meeting about the charter followed by a discussion wherein the Committee identified topics which would require additional information. Motion carried.

B.5 Discussion and potential direction to staff on setting future meeting dates (For Possible Action)

Mikki Huntsman, Reno City Clerk, requested that the second and fourth Wednesdays and Thursdays of each month not be considered due to Clerk's Office responsibilities with the Reno City Council. It was decided that only the next meeting would be scheduled at this meeting; subsequent meeting dates would be established once the topics of interest were determined. It was further decided that second and fourth Mondays would work best.

Motion by Member Work, seconded by Member Green, to set the next meeting for Monday, February 28 at 5:30 p.m. Motion carried.

Chair Marshall asked for a list of the Committee vacancies to endeavor to get them filled. These positions would need to be appointed by members of Reno's legislative delegation.

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.

Calli Wilsey, Government Affairs and Strategic Initiatives Manager, City of Reno, explained this was a standard item permitting members to notify the Committee of any items. No comments were made and no action was taken on this item.

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

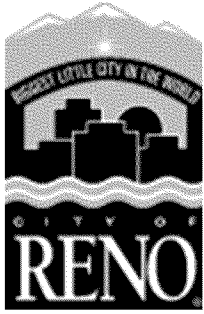
Chair Marshall noted direction had been given during item B.4. No action was taken on this item.

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.

There was no public comment.

F. Adjournment (For Possible Action)

Meeting adjourned at 6:29 p.m. on motion by Member Swinney, seconded by Member Work. Motion carried.



Reno City Charter Committee Virtual Meeting

MINUTES

Monday, February 28, 2022, 5:30 p.m.

Committee Members

John Marshall, Chair (Ward 1)
Dennis Green, Vice Chair (At-Large)
Lindsay Anderson (Ward 3)
Austin Brown (Ward 5)
Ronda Clifton (Senate Minority)
Edward Coleman (Assembly Majority)

Nancyann Leeder (Ward 2)
Greg Peek (Ward 4)
Darren Swinney (Assembly Majority)
Mathew Work (Mayor)
Nnedi Stephens (Senate)
Tess Opferman (Senate)
Staff Liaison: Calli Wilsey

Mikki Huntsman, City Clerk, City of Reno called the meeting to order at 5:30 PM

A. Introductory Items

A.1 Call To Order/Roll Call

Present: Anderson, Brown, Clifton, Leeder, Marshall, Opferman, Swinney, and Work

Absent at Roll Call: Coleman, Green, Peek, and Stephens

Calli Wilsey, Government Affairs and Strategic Initiatives Manager, City of Reno, invited new Committee Members to introduce themselves.

Dennis Green present at 5:32 pm

Greg Peek present at 5:33 pm

Edward Coleman present at 5:33 pm

Tess Opferman, Senate Appointment, gave a brief introduction.

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.

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

A.3 Approval of the Agenda (For Possible Action) – February 28, 2022

Motion by Member Work, seconded by Vice Chair Green, to approve the agenda. Motion carried.

A.4 Approval of the Minutes (For Possible Action)

i) Reno City Charter Committee – January 30, 2020 (For Possible Action)

Motion by Member Anderson, seconded by Vice Chair Green, to accept the January 30, 2020 Minutes.

Motion carried with Abstentions from Members Coleman, Marshall, Opferman and Swinney.

ii) Reno City Charter Committee – February 24, 2020 (For Possible Action)

Motion by Member Leeder, seconded by Member Work, to accept the February 24, 2020 Minutes.

Motion carried with Abstentions from Members Coleman, Marshall, Opferman and Swinney.

iii) Reno City Charter Committee – January 31, 2022 (For Possible Action)

Motion by Member Leeder, seconded by Member Swinney, to accept the January 31, 2022 Minutes.

Motion carried with Abstention from Member Opferman.

B. Business Items

B.1 Presentation regarding Nevada Open Meeting Law and public records as it relates to appointed boards and commissions (For Information Only)

5:39 PM

Jonathan Shipman, Deputy City Attorney, City of Reno, discussed Nevada Open Meeting Law. Jonathan explained NRS Chapter 241 and emphasized the point that “it is the intent of the law that their actions be taken openly and that their deliberations be conducted openly” referring to any body that must comply to open meeting law. Meeting must be properly noticed and openly conducted, and meetings must have a quorum present to deliberate action.

Jonathan discussed how meetings need to be properly noticed. This means having an agenda published both physically and online no later than 9am on the third working day before the meeting. The agenda must include the time, date, and location of the meeting. The agenda also needs to have clear statements of the actions and topics deliberated by the public body and must have at least two public comment sections. All supporting material must be provided to meeting members and the general public.

On the next slide Jonathan discussed how meeting must be openly conducted. This means having at least two public comment periods. The comment rules need to be stated, and the public comment cannot be limited based on viewpoint unless it is clear misconduct. No action may be taken on public comment at the current meeting, but an agenda item based on the comment can be made at a future meeting. All discussion, deliberation, and action must be public, recorded, and limited to the scope of the published agenda. Actions require concurrence of majority of members present. Members must remain professional and not make meetings person, and members may not discuss the character or misconduct of any person.

If the open meeting law is violated any action related to the violation is void. If a member attends a meeting and participates in action that is taken in violation of Chapter 241 knowingly, the member is subject to a civil penalty in an amount not to exceed \$500 and is guilty of a misdemeanor.

Jonathan then discussed electronic communications and how they must not be used to circumvent the spirit or letter of the OML in order to discuss or act upon a matter over which the public body has supervision, control, jurisdiction, or advisory powers, and how electronic communications may trigger OML compliance. If a member wants to discuss certain items on the agenda, they should first ask staff or Jonathan before discussing items with other members on the public body.

Chairman Marshall asked about using cell phones at meetings, and asked Jonathan to go over public records.

Mikki Huntsman, Reno City Clerk, announced that there will be a formal training for the committee on OML and public records before the next meeting. Mikki also discussed how any electronic communications, texts, emails, etc. with anyone on the committee about anything related to the board is considered public record.

Jonathan added that serial communication over text or email can result in creating a quorum by or more members discussing committee business even if the member intended to only have a discussion with one or two members originally.

Edward Coleman absent at 6:02 pm

No action was taken on this item.

B.2 Presentation and discussion regarding an overview of the Reno City Charter (For Information Only)

6:04 PM

Calli Wilsey, Government Affairs and Strategic Initiatives Manager, City of Reno, first discussed what the Reno City Charter is. The City Charter identifies the jurisdiction for the City of Reno, and where the boundaries are drawn. Reno is divided into 5 wards currently but is scheduled to move to 6 in 2024. The charter helps identify when and how the ward boundaries must be updated and based on population the wards can be redistricted. The charter also defines the separation of powers (legislative, executive, and judicial) within the city. The three branches then define the city structure, which can be found in the presentation for this item.

Calli then discussed the city council and the requirements for being on the city council. The council consists of the mayor, 1 at-large member, and, 5 ward members. The city at-large elects these members, and they serve 4-year terms and can serve up to 3 terms. With the 6th ward in 2024, there will be 6 ward members and no at-large member.

Reno is a Dillon's Rule city. The charter discusses how ordinances are passed or enforced. The charter has specific rules for the mayor and the mayor's duties as well as the rules and duties of the city manager. The charter outlines the Council-Manager form of government of how the council and the city manager work together. It is the most common form of government in the country and is used throughout Nevada.

Calli then described the appointive process for positions within the city where people must be appointed. Depending on the position, there are different processes. Three are outlined in the charter depending on whether someone is a

Police or Fire chief, an appointed officer, or in any other appointed position. The charter also outlines the requirements and duties of anyone in the civil service.

The Reno Charter Committee and the Civil Service Commission are the two bodies specified by the charter. The Civil Service Commission is responsible for anything relating to both recruiting and disciplinary action for any employee in the civil service. They are also responsible for identifying the qualifications for civil service positions including certification processes and the employee classification plans.

The City Clerk is also appointed by the council and the requirements and duties of this position are also outlined in the charter.

The City Attorney is elected, and the charter outlines the duties for them as well.

The Municipal Court is elected by voters of the city, and the court system as well as the qualifications and duties of all judges is outlined in the charter. There are currently 4 departments of the municipal court, and each department has its own specialty court.

The charter describes the election process for both candidates and voters.

There are many sections relating to financial authority as it relates to the City of Reno. Calli went over assessments for certain public improvement projects, debt, issuance of bonds, and tax increment financing.

The charter also discusses the Reno Charter Committee and the requirements and purpose of the committee.

Member Work asked Calli about how the council should operate with there being a 6th ward member and no at-large member come 2024.

Calli said that next year there will be a new redistricting process. The charter allows for the City Council to redraw the boundaries.

Member Anderson asked about the reasoning of not having an at-large position anymore. Member Anderson also asked what the responsibilities of the committee are to all three branches of government.

Calli said that the process behind removing the at-large position was contemplated by the Charter Committee in 2016, and the idea was to have less representation by each ward, and to give the city more power in voting.

Calli also said that any issues across the government related to the charter can go through the committee. Any government entity can bring forward issues to be place on future agendas. The committee can also ask certain people or groups to advise the committee on certain agenda items.

Chair Marshall asked about the committee and their power to recommend changes to the charter to the City Council.

Karl Hall said that it is in the committee's power to come forward with any changes to the charter the committee recommends to the Council.

Austin Brown absent at 6:16 pm

Greg Peek absent at 6:33 pm

No action was taken on this item.

B.3 Discussion about issues and topics the Committee would like to discuss at future meetings in consideration of potential changes to the Reno City Charter and potential direction to staff to research and prepare information for the identified issues and topics (For Possible Action)

6:37 PM

Calli Wilsey and Chair Marshall discussed how they want the committee to brainstorm specific issues within the city that can be potentially discussed on future agendas.

Member Leeder mentioned that the city needs to be welcoming of diversity, and brought up having gender neutral language in documentation or while speaking in meetings.

Member Clifton asked what the major issues are right now. Chair Marshall said staff will come forward with any issues that need to be prioritized.

Calli mentioned how major city issues like affordable housing can be related to the charter.

Member Work wants to focus on the 6th Ward and redistricting. Member Work would also like to discuss how the council is currently making decisions based on the 6th ward, and know the history of that decision, as well as the history of why there has always been a City Council member at-large. Member Opferman would also like to see how the ward only voting works in other cities compared to cities that do have at-large positions, and the process of recommending to council if the committee wanted to try to reverse that decision.

Vice Chair Green wants to discuss accessibility in the charter.

Chair Swinny wants to discuss how the charter is affected by population growth and wants to discuss issues relating to the 6th ward and removing the at-large position.

Chair Marshall wants to discuss special elections vs appointments. Chair Marshall also wants to have a broad discussion on redistricting and the city's process for drawing the boundaries. Chair Marshall also wants to discuss publication for charter changes specifically in the newspaper. The Chair also brought up having a discussion on having a mayor vs having a council manager, and if there is any issue with that.

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

B.4 Discussion and potential approval of the Reno City Charter Committee calendar of meetings for 2022 (For Possible Action)

7:03 PM

Calli Wilsey, asked about having meetings regularly on the 2nd Monday of every month. Calli also mentioned that there are two optional meetings in May and June to have substantial conversations on suggested topics.

The meeting in March will be on the 4th Monday. Starting in April the meetings will be on the 2nd Monday.

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

Motion by Member Work, seconded by Vice Chair Green, to approve calendar of meetings. Motion carried.

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.

7:07 PM

Chair Marshall would like to have public comment on all action items

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

7:10 PM

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.

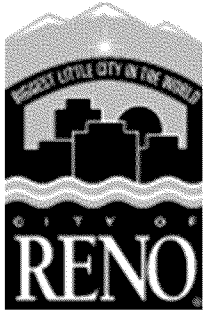
7:10 PM

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

F. Adjournment (For Possible Action)

7:11 PM

Motion by Member Work, seconded by Member Clifton, to adjourn. Motion carried.



Reno City Charter Committee Virtual Meeting

MINUTES

Monday, March 28, 2022, 5:30 p.m.

Members

John Marshall, Chair (Ward 1)
Dennis Green, Vice Chair (At-Large)
Lindsay Anderson (Ward 3)
Austin Brown (Ward 5)
Ronda Clifton (Senate Minority)
Edward Coleman (Assembly Majority)
Miranda Hoover (Assembly Minority)

Nancyann Leeder (Ward 2)
Tess Opferman (Senate Majority)
Greg Peek (Ward 4)
Nnedi Stephens (Senate Majority)
Darren Swinney (Assembly Majority)
Mathew Work (Mayor)
Staff Liaison: Calli Wilsey

Mikki Huntsman, Reno City Clerk, called the meeting to order at 5:31 PM

A. Introductory Items

A.1 Call To Order/Roll Call

Present: Marshall, Anderson, Brown, Clifton, Hoover, Leeder, Opferman, and Swinney

Absent at Roll Call: Green, Coleman, Peek, Stephens, Work (Absent at roll call)

Dennis Green, present at 5:33 pm

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.

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

A.3 Approval of the Agenda (For Possible Action) – March 28, 2022

Motion by Vice Chair Green, seconded by Member Clifton, to approve the agenda. Motion carried unanimously.

A.4 Approval of the Minutes (For Possible Action)

i) Reno City Charter Committee – February 28, 2022 (For Possible Action)

Motion by Vice Chair Green, seconded by Member Clifton, Motion Carried. Member Hoover abstains

Edward Coleman, present at 5:33pm

Austin Brown, present at 5:35 pm

A.5 Staff Liaison Report – Item for general announcements and informational items only. No action may be taken on this item.

Calli Wilsey, Government Affairs & Strategic Initiatives Administrator, announced that there are no more vacancies on the committee.

Calli announced that staff has reached out to the City Council and to the Reno Municipal Court and neither have identified any specific changes that they would like to see within the city charter at this time.

Calli announced that there would be a hybrid option for meetings.

Calli also announced that there will need to be a date set for a joint meeting between the committee and the City Council in July.

B. Business Items

B.1 Presentation, discussion, and potential direction to staff related to scheduled changes to the Reno City Charter, effective January 1, 2024, in connection to the number of wards, elected offices, and other related Charter provisions (For Possible Action)

Calli Wilsey presented the history of the vote that made changes effective January 1st 2024, Reno would go to 6 wards, and would go to ward-only voting, thus removing the elected position of at-large currently on the council.

The discussion and vote on this item occurred in 2016, and Calli provided the minutes from that meeting. Calli also included a report that compares Reno to other cities regarding ward only voting from the League of National Cities. The majority of the City Council at the time supported these changes, but it was not unanimous.

Passed legislation in 2017 as Assembly Bill 36

In the spring of 2023, the city is planning on initiating the redistricting process. In the summer and fall of 2023, the city will be looking for public input, and adopt new ward boundaries. In January 2024, the new ward boundaries will take effect.

Chair Marshall explains that there will be ward only voting for both primary and general elections.

Member Anderson commented on the lack of consensus at both the City Charter Committee level and the City Council level when it was voted on in 2016. Member Anderson noticed from the report of the League of National Cities that the hybrid system of having an at-large member as well as ward voting seems to have the most constitutional backing. Member Anderson also says that it may be better for the constituents to have more than one person who can represent them by having an at-large member as well as their ward member.

Chair Marshall mentioned some benefits to eliminating the at-large position. Chair Marshall is in favor of each representative having the smallest number of constituents as possible. This was easier to do by having 6 ward members instead of 5 at 2 at-large members. Having another ward can also increase minority

representation and increase voting blocks because the wards will have smaller populations, and because there is not an at-large vote, which may lead to another vote for the majority.

Member Hoover and Vice Chair Green wanted to know more historical context/discussions of why the at-large position was created in the first place.

Vice Chair Green asks why the at-large position must be eliminated with the creation of the 6th ward because it seems to have been a benefit to the council. Chair Marshall explained that all those discussions can be found from the 2016 minutes.

Mikki explains that the at-large position was created in 1967, and sometime in the early 60s that change was made to the charter.

Member Leeder gives some reasoning to why the ward voting is being implemented in 2024 by saying that keeping the at-large meant that plenty of notice needs to be given to the person in the position or seeking the position in the future about the elimination. There needed to be redistricting from the 2020 census, so because of the redistricting it made sense to go to ward only voting during that time.

Vice Chair Green explains that having an at-large voice adds to the collective voice of the city, and that more governance is beneficial to Reno because it is a large city that is growing.

Member Swinney asked for clarification on the process of acting on this agenda item. Chair Marshall asked about an agenda item on how the committee would like to go about making decisions on action items.

Member Opferman spoke on the benefits of having an at-large position by saying that the at-large position was useful for both other council members for making recommendations, and as a resource for community members. The at-large could step in and address issues that affected many members of the community, not just a particular ward.

Member Brown explained that there are benefits at-large for the University of Nevada- Reno students because they have someone who is more centralized in the community who can be a resource for them or to express concerns to.

Member Hoover asked about having the 6th ward and having a vice mayor role as an option. Calli explained that the idea has been there, but there was never any formal discussion about adding additional members to the City Council.

Member Leeder, Chair Marshall, and Calli discussed the mayor's role in voting. In Reno the mayor is a voting member. If the council was expanded, then there would not be a tie breaking vote, or the mayor would not have the privilege to vote.

Member Stephens mentioned being concerned about fair representation amongst the wards, and how it would look for people to have one less representative to speak to without the at-large position.

Chair Marshall asked Member Stephens and other legislator members how the vote would be perceived in the state senate. Member Opferman said that rather than giving the city direction on this decision, the legislator wants to hear from the City of Reno and what most of the city wants to do with this decision. Member Stephens said that the legislator wants to just know the reasons why the city made the decisions they did.

The committee decided to table this item and discuss it again at the next meeting.

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

Nnedi Stephens, present at 5:43 pm

B.2 Presentation regarding the 2021 City of Reno redistricting process and discussion and potential direction to staff related to improvements for future processes to redraw ward boundaries (For Possible Action)

Calli gives a presentation on redistricting in 2021 from the 2020 census to balance the population of the 5 current wards.

The city hired a consultant firm called Flow Analytics to help with redistricting principles. The city made it a point to find someone from a firm that is not working on any campaigns. The “musts” and “shoulds” can be found in Calli’s presentation.

The population balance is based on the total population not the voting population as to include members who choose not to vote or are ineligible to vote. The deviation must be below a 5% deviation from other wards to be as equal as possible.

The city kept any existing or natural boundaries. The city looked at compactness and contiguity in mapping but made sure to analyze the data of total population and demographics. The city reached out to the community to discuss community interest groups people identify with or to look at diversity to ensure the city was not negatively impacting any minority groups. The city held Zoom meetings with an average of 38 attendees, which was a high level of involvement for those types of meetings. There were also many drop-in meetings where people could ask questions and provide feedback. There was also a public input log from all the meetings.

Redistricting is explained in Section 1.050 of the charter and can be found in the presentation given by Calli.

Member Stephens asked about representation of marginalized groups during the redistricting process because Reno is 72% Caucasian.

Calli said there were no significant changes of racial groups between the maps that recently got approved from the former maps. The city looked to see if a majority/minority district could be formed from the wards on the current maps, and it was not feasible with the ways the maps were drawn and would go against many principles and processes of redistricting. Though it is something that is being monitored.

Member Swinney asked about the community response to the redistricting process, and if there were any alarming concerns from the community.

Calli said that the city did whatever they could to listen to the community and issues that arose. They categorized input by the concerns of the community and were transparent about those concerns. The issue that normally comes up is if downtown Reno should be split between wards or be on its own and has been discussed for years.

Member Leeder asked if there was any discussion of preparing for the 6th ward when doing the 2021 redistricting. Calli said that there were plans of trying to do both redistricting for population and the 6th ward at the

same time, but because of Covid there were many delays, and the finished maps did not get done until September, and the redistricting needed to be completed by October 1st.

Member Stephens asked how intentional the city was in reaching out to marginalized groups including groups of different ethnicities, but also the disabled community as well. Calli said that the city partnered with different groups that focus on marginalized communities to spread the word, so some members of those different groups could be involved in the process. The city used the newsletter, social media, the news in English and Spanish as some ways to get people engaged.

Chair Marshall said that a potential discussion to have would be to talk about the national trend of having apolitical committees vote on ward boundaries rather than the City Council to lessen the chances of gerrymandering.

Chair Marshall also brought up the issue of vacancies on the City Council and explained how right not it is the City Council's job to appoint a replacement regardless to how much time is left on the term of the vacancy, or the Council can hold a special election. Chair Marshall believes the system should default to special election unless there is a certain small timeframe left in the term of the vacancy. Calli has this down as an item for a future agenda.

Action tabled until next meeting

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

Edward Coleman, absent at 6:17 pm

B.3 Discussion and potential direction to staff to clarify and provide additional detail on the purpose of the Charter Committee's request to discuss accessibility as part of the 2022 committee work program (For Possible Action)

Calli asked for clarification on what the committee specifically wants to focus on pertaining to accessibility and the charter.

Vice Chair Green discussed wanting to focus on inclusivity and diversity initiatives throughout the charter. Vice Chair Green also said that the charter needs to have language that is inclusive of the demographics that make up the city of Reno, and to make resources more accessible for the community.

Calli said that the gender-neutral language throughout charter/ city documents will be on the April 11th meeting agenda. Chair Marshall asked about staff preparing a presentation on what has previously been discussed on this item by the previous charter committee.

Member Stephens mentioned prioritizing accessibility on the City of Reno website for those with visionary or auditory impairments. Member Stephens also mentioned looking at what other cities are doing to be more accessible. Chair Marshall also asked Calli to look into other jurisdictions to see how they incorporate accessibility.

Vice Chair Green wants to see some data from staff specifically on the demographics and diversity of Reno.

Chair Marshall asked members to research other jurisdictions and to bring anything anyone would like to discuss to Calli.

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

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 - Identification of items for future agendas. No action may be taken on this item.

Options for acting on agenda items

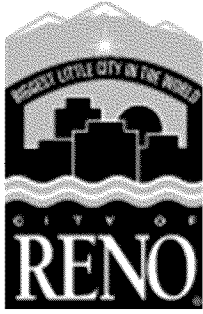
The Reno Citizen's Institute

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.

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

F. Adjournment (For Possible Action)

Member Stephens moved, and Member Anderson seconded to adjourn the meeting at 7:05. Motion carried.



**Reno City Charter Committee
Hybrid Meeting**

MINUTES

Monday, April 11, 2022, 5:30 p.m.
Reno City Hall, 7th Floor Caucus Conference Room
One E. First Street
Reno, NV 89501

Members

John Marshall, Chair (Ward 1)
Dennis Green, Vice Chair (At-Large)
Lindsay Anderson (Ward 3)
Austin Brown (Ward 5)
Ronda Clifton (Senate Minority)
Edward Coleman (Assembly Majority)
Miranda Hoover (Assembly Minority)

Nancyann Leeder (Ward 2)
Tess Opferman (Senate Majority)
Greg Peek (Ward 4)
Nnedi Stephens (Senate Majority)
Darren Swinney (Assembly Majority)
Mathew Work (Mayor)
Staff Liaison: Calli Wilsey

Mikki Huntsman, Reno City Clerk, called the meeting to order at 5:46 pm

A. Introductory Items

A.1 Call To Order/Roll Call

Present: Green, Anderson, Brown, Hoover, Leeder, Peek, Stephens, Opferman, Swinney, Work

Absent at Roll Call: Marshall, Clifton, Coleman (absent at role)

Member Coleman joined the meeting at 6:12 pm

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.

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

A.3 Approval of the Agenda (For Possible Action) – April 11, 2022

Motion by Member Swinney, seconded by Member Work, to approve the agenda. Motion carried unanimously.

A.4 Staff Liaison Report – Item for general announcements and informational items only. No action may be taken on this item.

None

B. Business Items

B.1 Discussion and potential direction to staff regarding the Reno City Charter Committee's 2022 schedule and process for recommending proposed changes to the Reno City Charter (For Possible Action)

Calli Wilsey, staff liaison, explained the schedule in the agenda packet and mentioned that there can be another meeting in May if needed.

Member Opferman asked if a date for the council meeting have been discussed. Calli said that they are planning on the last two weeks of July for that meeting.

Member Anderson asked if a one-time issue comes up at the May 9th meeting that there be some time to act on those items. Member Leeder asked how the items were decided on because there will need extra time to discuss housing. Calli suggested having another meeting on May 23rd to discuss housing in more detail.

Motion by Member Peek, seconded by Member Swinney, to add a meeting to the schedule on May 23rd. The motion carried unanimously.

B.2 Presentation regarding City of Reno accessibility initiatives and requirements, including but not limited to diversity and equity, access to City information and services, and practices related to The Americans with Disabilities Act, and discussion and potential direction to staff regarding the relationship between these efforts and the Reno City Charter (For Possible Action)

Cynthia Esparza, Director of Diversity, Equity, and Inclusion started the presentation on this agenda item. Cynthia went over how Reno is growing and getting more diverse. There are specific charts on the population based on the 2020 census in the presentation that break the population down on ethnicity, race, and gender. Cynthia also showed charts on the staff demographics at the City of Reno. The City of Reno is trying to improve diversity throughout the organization internally because the staff demographics do not reflect the population demographics.

The Reno Diversity, Equity, and Inclusion (DEI) plan will be updated this year. DEI is an organizational priority. There are ongoing internal development initiatives throughout the City of Reno. Cynthia gave the example of the One City, Many Voices speaker series to have speakers talk about DEI topics and to have conversations. The DEI department will work closely with staff during the legislative session because there are bills specifically on DEI issues such as SB 109 and 267 which are whether there should be sexual identity or gender questions on forms that the community fills out. These questions are confidential and optional but helps the city with LGBTQ representation. Another bill is AB 280 which requires inclusive language to be used for single occupancy restrooms. The City of Reno has made these changes to 17 restroom facilities.

There are ways in which the City is using DEI for community engagement. There are a lot of resources and information on the city website and social media available in Spanish. Also, the City partnered with Juan 101.7 to run a bi-weekly program called Nuestro Reno to provide Spanish speaking community members information on what is happening within the city because there is not currently a Spanish news station in Reno. There is also content and events to celebrate diversity in the community. Cynthia also mentioned the Access Advisory Committee and the Human Rights Commission, which are two boards through the City that have a high focus on DEI. Cynthia also mentioned that all boards and commissions are open and accessible to the community in the confines of Open Meeting Law.

Ms. Esparza explained that the city website is more accessible. All memos for the City Council have now been put on the website for easy community access to be more accessible and transparent. These are requirements set by federal laws Rehabilitation Act of 1973 (Section 508) and the Web Content Accessibility Guidelines. The Clerk's Office has worked to put all the City Council meetings on YouTube for accessibility. These videos also include closed captioning. The Clerk's Office also used alt-text when applicable.

Ms. Esparza then talked about hiring processes through the Civil Service and explained that accommodations will always be available for employees who need them. The hiring process is becoming more flexible and accessible. A priority of the city is to make the workplace accessible and equitable. The City of Reno complies with the American Disability Act (ADA) and the U.S. Equal Opportunity Commission Regulations. The City of Reno will also implement accommodations for the circumstances found through the interactive process the employers and employees go through of obtaining accommodations.

Kerrie Koski, City of Reno Engineer, explained how physical spaces such as city facilities and other public/ private physical spaces must be accessible through building permits and ADA code. Additionally, Ms. Koski highlighted how Parks and Recreation focuses on access for all and makes all programs accessible and inclusive to the community. There are also adaptive programs specifically for persons with disabilities. People can go to <https://www.reno.gov/government/accessibility> for more information.

Member Coleman mentioned that the diversity in the government has seemed to decrease except for the Native population. Member Coleman asked why this is the case. Cynthia said there has been many changes in staff and a few retirements. Cynthia said this work is critical and that Cynthia has been working closely with Human Resources and Civil Services to think of ways to increase diversity and recruitment. Cynthia also said that another major piece is retention and ensure everyone feels like they belong. Member Coleman said that there may be an issue that the government needs to find the root cause of because there is only a significant increase in white identified staff.

Member Stephens mentioned that there are decreases in the city government of people who identify as Black and Latino as well as Women in general. Member Stephens wants to

know why this is happening and copied Member Coleman's concerns. Member Stephens asked specifically why the gender demographics are so skewed and why there is a decrease in women working for the organization. Cynthia said that when the department does the work to renew the DEI plan the department will analyze the statistics. Calli clarified with Cynthia that this is the first time that the data has really been available to dive into the statistics and that having the data is a crucial step forward. Cynthia said that the city manager has made DEI a priority and that it has trickled down to other departments. Cynthia said that women have been more impacted by the pandemic than men nationally specifically in work/family balance.

Member Stephens asked if the consultants have already been hired to help with the DEI plan. Cynthia said that they are still in the process of securing an agency.

Member Stephens asked Cynthia if there is data on the City of Reno on people who do not identify with a gender. Cynthia said that information was collected starting in October and will see if that data is available.

Vice-Chair Green asked if there is any data on the demographics that use certain resources through different departments. Cynthia said that the data is not yet available, but it is a conversation the city is having because they want to see who is using what services.

Vice-Chair Green asked about mental health services to the community and specifically about TalkSpace for Reno residents. Calli said that the city is focusing on getting more mental health services to the population, but that specific program expired last year. Vice-Chair Green asked if mental health could be brought up on a future agenda item for the Charter.

Member Coleman asked if the group that is updating the DEI is internal or not. Cynthia is the staff member in charge of the DEI and is finding who the best people would be to be involved in those discussions. Cynthia said that the Human Rights Commission will be working with staff to get feedback from the community. Member Coleman asked if the Human Rights Commission also handles LGBTQ issues. Cynthia said that while there is not a specific committee that focuses on LGBTQ issues, that is who discusses those issues broadly with other DEI issues, but all departments in the city need to discuss issues on diversity.

Vice-Chair Green asked if there is any one committee responsible for diversity issues. Cynthia said that there is not one specific position or department who works on those issues. Cynthia also said that while having a central location is helpful, every department throughout the City of Reno recognizes the importance of prioritizing diversity and inclusion. Cynthia also said that there is a Diversity and Inclusion Committee that was established recently.

Member Stephens asked if the contract with IC Media Strategies discussed in the presentation is an ongoing contract. Cynthia said that it is an ongoing contract. This has been an essential group for the City because they have helped immensely with communications and engagement with the Spanish speaking community during the pandemic. Member

Stephens asked if there are translators that the City of Reno contracts or internally hires for community members when there are public events. Calli said that there are Spanish speakers internally to go to public events to discuss issues with Spanish speakers at those events and they are paid more for helping with accommodation requests. These events are also advertised as being in both English and Spanish. Requests for translators at public events or meetings is an accommodation the City Clerk's Office can make. Member Stephens asked if the contacts are easy to find on the government website for the community. Calli said the accessibility page in the presentation is where people can go to find contacts on any accommodation.

Member Opferman mentioned that there is also the Human Right Campaign organization who does focus on LGBTQ issues, but this organization is not associated with the City of Reno. Member Opferman also asked about seeing specific demographic data from the individual departments in the City of Reno.

Member Stephens asked about the accessibility of the placement of tactile pavement because this is a concern for people with visual impairment. Kerrie Koski, City Engineer, said before proposing a pedestrian walkway, the city goes to the Reno Advisory Access Committee for review and feedback. Member Stephens asked about ADA accessible housing. Kerrie said the public right-of-way must be ADA accessible. Calli will ask the Development Services Director about development requirements regarding ADA accessibility.

Member Leeder asked if there are staff members who can assist in American Sign Language translation. Mikki and Calli said that if there is a request for American Sign Language that there are people who can help with those services. The website has speech-to-type services for meetings for visually impaired participants and community members.

Mikki announced no public comment was registered or received.

B.3 Discussion and potential direction to staff regarding proposed language to the Reno City Charter to eliminate gendered language throughout the Charter document (For Possible Action)

Calli mentioned that there is information in the agenda packet for what was proposed in 2020 regarding gender neutral language

Motion by Member Leeder, seconded by Member Stephens, to recommend the previous Charter Committees recommendations on gendered neutral language to the City Council. The motion passed unanimously.

Member Stephens emphasized the importance of this motion and for having the City Council's approval because it is a major step towards Reno becoming more inclusive with people of all genders and especially to be respectful of people and their preferred pronouns.

Mikki announced no public comment was registered or received.

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 - Identification of items for future agendas. No action may be taken on this item.

Diversity and Inclusion staff member in the Charter

Services for the homeless population

Overview for the committee on the purview of the Charter on creating new city positions

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.

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

F. Adjournment (For Possible Action)

Member Opferman moved, and Member Stephens seconded, to adjourn the meeting at 6:57pm.
Motion carried unanimously.



Reno City Charter Committee Hybrid Meeting

Monday, May 9, 2022, 5:30 p.m.
Reno City Hall, 7th Floor Caucus Conference Room
One E. First Street
Reno, NV 89501

Members

John Marshall, Chair (Ward 1)
Dennis Green, Vice Chair (At-Large)
Lindsay Anderson (Ward 3)
Austin Brown (Ward 5)
Ronda Clifton (Senate Minority)
Edward Coleman (Assembly Majority)
Miranda Hoover (Assembly Minority)

Nancyann Leeder (Ward 2)
Tess Opferman (Senate Majority)
Greg Peek (Ward 4)
Nnedi Stephens (Senate Majority)
Darren Swinney (Assembly Majority)
Mathew Work (Mayor)
Staff Liaison: Calli Wilsey

Melissa Chanselle-Hary, staff member, called the meeting to order at 5:34 pm

A. Introductory Items

A.1 Call To Order/Roll Call

Present: Marshall, Green, Brown, Leeder, Peek, Swinney, Work

Absent at Roll Call: Anderson, Hoover, Stevens, Opferman

Member Coleman joined the meeting at 6:12 pm

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.

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

A.3 Approval of the Agenda (For Possible Action) – May 09, 2022

Motion by Vice-Chair Green to approve the agenda with unanimous consent. Motion carried unanimously.

A.4 Approval of Minutes (For Possible Action)

(a) March 28, 2022 (For Possible Action)

Moved by Vice-Chair Green; seconded by Member Work to approve the March 28, 2022, meeting

minutes. Motion carried unanimously.

(b) April 11, 2022 (For Possible Action)

Moved by Member Peek; seconded by Member Clifton to approve the April 11, 2022, meeting minutes. Chair Marshall abstained. Motion carried.

Member Stephens present at 5:38 pm

A.4 Staff Liaison Report – Item for general announcements and informational items only. No action may be taken on this item.

Calli Wilsey explained the schedule for the May 9th and May 23rd meetings and explained that direction will be asked for on the May 23rd meeting.

Joint meeting with City Council is scheduled for July 25th at 3pm and item on June 13th agenda for recommendations to bring to Council. Meeting will have a hybrid option. Member Leeder said that they were going to discuss the items on May 23rd not take action. Staff liaison, Calli Wilsey, said that there is an option to discuss or to act on those items at both the May 23rd meeting and the June 13th meeting.

B. Business Items

B.1 Presentation on housing affordability, availability, expected growth, and housing-related initiatives in the City of Reno and discussion and potential direction to staff regarding the relationship between these topics and the Reno City Charter (For Possible Action)

Calli Wilsey, staff liaison, introduced Kelly Mullin and Monica Cochran who are giving presentations on housing in Reno.

Kelly Mullin gave a presentation on housing availability, affordability, and growth in the Reno area. The area median income (AMI) for a family of four is just under \$84,000/yr. The 60% AMI is \$50,100. For families to be approved for federal assistance they need to fall under the 60% AMI. The average family could afford \$1,252/mo. for rent and utilities. The average rent is \$1,616. In Reno fewer than 23% of households earn enough to qualify for a median-priced home. The 23% is lower than the numbers collected because this was when interest rates were lower, and the average house cost was lower. Across the U.S. about 30% of households can afford median priced homes.

Kelly went over the expected growth in Reno. By 2030 the population is expected to increase by 50,000 residents, and the dwellings are expected to increase by 14,000 units in Reno.

In 2022 there are 2,200 multi-family dwellings and over 2,000 single-family dwellings being constructed. There are 10,400 subdivisions approved. There is a map in the presentation explaining where the subdivisions that have been approved to be constructed.

Kelly concluded that demand is exceeding supply. Most residents cannot afford rent or to purchase a home. Housing affordability is at a crisis-level in jurisdictions across the U.S.

Kelly said The City of Reno is first recognizing that there are many factors outside of the City's control to help with housing affordability. Though the City is identifying options to increase supply of overall housing units. The city is specifically focusing on producing affordable housing by incentivizing developers that support affordable housing or by requiring affordable housing being built. The City is also looking at improving zoning codes, creating partnerships, and improving the process to increase affordable housing. The city is also focusing on building higher density housing in priority growth areas.

Monica Cochran, Housing and Neighborhood Development Manager, gave a presentation on homeless services and affordable housing. Monica said that for many years the City was the lead in homeless services. Last year the city transferred homeless services to Washoe County and has focused more on affordable housing. Monica showed a graph to illustrate the housing continuum and the regional roles for Washoe County and the City of Reno/Reno of Sparks. The City of Reno and Sparks' focus is on people who are at 30% AMI or higher. This housing includes affordable rental units, market rental units, and home ownership.

The Housing and Neighborhood Development (HAND) Department's Goals are to increase affordable housing stock, increase residents' access to housing stability, invest in low-to-moderate-income neighborhoods, and to keep and improve affordable housing units.

Monica went through another graph showing the continuum based on AMI. The role of HAND is to focus on transitioning and maintaining stability and permanent housing depending on different income levels. The projects HAND is focusing on are explained in the presentation depending on income level. A major portion of the ARPA funds are being used on affordable housing and transitioning low income or homeless families to permanent housing. In Reno the market rate for a 3-bedroom unit is \$2,189. According to HUD the Fair Market Rent is \$1,742 for a 3-bedroom unit. A 60% AMI affordable unit would be \$1,300 a month for a 3-bedroom unit.

Monica explained how almost every housing project goes through the Washoe County Home Consortium because they need home loans and tax exemption to build more units. The Washoe County Home Consortium approved 1,600 units through 8 projects this year. Monica gave some specific examples shown in the presentation of some of the affordable housing projects that have been approved over the past couple of years.

Member Clifton asked what funding is being used for affordable housing. Monica said that the funding comes from HUD and mentioned the grants that HUD receives such as New Balance Block Grants and Mercy Solution Grants as examples. HAND also receives trust funds from the state.

Member Leeder asked who is looking at water usage. Kelly said that the Truckee Meadows Water Authority (TMWA) is looking at projections and working with the

Regional Water Commission and looking at the regional water plans by working with the Western Regional Water Commission. Kelly said that whenever a new subdivision is approved, stakeholders are involved in looking at many different factors that are impacted by the project including water usage and Council and the governing board of TMWA will oversee the impacts described by the stakeholders involved in each project.

Chair Marshall said that the focus of the committee is to focus on the City Charter so to not get too off topic of different policies regarding housing.

Vice-Chair Green asked if there is data available for utilization rates based on family size and demographics. Monica said that data is required from the developers in the block group they are building in because the projects are subsidized by HAND. Vice-Chair Green asked if the data is accessible publicly. Monica said that people could collaborate with them to look at the data, but it would be hard to find.

Member Stephens asked how many residents qualify under the 30% AMI and how many units are available for that population. Kelly said that information is not available right now. Member Stephens is curious to what the disparity is for the City. Monica said that the information for residents under the 30% AMI is available and can be sent to the committee.

Member Stephens talked about some of the assistance that the city is offering to residents. Member Stephens asked with the Housing Rehabilitation if funding is available for people to make their houses more ADA accessible. Monica said that in that program there is assistance for accessibility.

Member Stephens asked about improving public transportation and if public transportation will be accessible for the new subdivisions. Chair Marshall and Kelly said that many of the subdivisions will already be in existing zoning codes for public transportation. And that these projects are more incentivized because there is more density and already near existing transportation and infrastructure.

Member Stephens asked about the definition of workforce housing. Monica said the definition the AMI that is attached to workforce housing is what has been used historically. 60% and below is defined from HUD as affordable housing and in tax code. Most projects are for residents under 80% AMI.

Member Coleman asked how projects are chosen particularly when it comes to environmental improvements. Monica said the city departments can send an application on what improvements need to be focused on and those priorities are ranked for a variety of factors. 51% of the block group need to be under 80% AMI to get affordable housing funding. Member Coleman asked if there are projects to increase green space. Monica said that there are not specific projects on green space, but most improvements are to improve aging facilities.

Chair Marshall said to look at the Charter and see how the committee will make recommendations. Calli said that there are bills coming at the statewide level for legislation that could help affordable housing but does not see how housing can be

added to the City Charter specifically. Member Leeder asked if the City could establish a fund or have private donated funds to assist with affordable housing.

Karl Hall, City Attorney, said that there is not anything in the charter that allows us to gather money or tax revenue for affordable housing, but the city does have a fund for affordable housing currently.

Chair Marshall said there are mechanisms to take private funds for housing and inclusionary zoning. Chair Marshall asked if inclusionary zoning could be added to the Charter. Karl said that the additional authority of the Charter is not necessary for inclusionary zoning.

Member Coleman said the charter is fair but not just because the charter wants the zones to be equal. This is not just because of population density within each ward and the representation within each ward. Member Coleman said that there needs to be explicit language in the Charter on making the zoning more just.

Member Clifton asked if there could be funding for private individuals to give funding towards affordable housing. Karl said that the City could do that but it does not need to be in the Charter. Chair Marshall asked if anyone had any ideas to mandate the City for using funds for affordable housing.

Member Coleman and Member Leeder both discussed having developers include more green space in their development plans for public funding.

Member Opferman present

Member Work absent at 6:53 pm.

B.2 Discussion and potential direction to staff regarding Reno City Charter Section 1.070 Elective Offices: Vacancies (For Possible Action)

Calli said that the Charter currently allows the City to have a special election to fill vacancies for elected offices. Calli said that these conversations focus on the timeliness of Council to get these seats filled and the cost of the special election.

Chair Marshall said that this was brought up because there is not any specific language in the Charter on when City Council can hold special elections. Member Clifton mentioned that special elections are costly.

Chair Marshall said the conversation would need to be on whether it is best for the City to fill that position or there should not be representation in that ward for the remainder of the term.

Member Stephens asked what language should be put in place and whether there should be language on the specific amount of time still left on the term and if there needs to be a primary and general election. Chair Marshall said that there should be language on the number of days left in the term and would trigger a special election. Calli said that there

has not been a primary and general special election historically. Member Stephens is leaning towards appointment and is concerned about people not voting or there being too many applicants for the vote to be representative of the population.

Chair Marshall is concerned about the City Council appointing someone who has the same views as most of the Council and not being representative of the ward.

Mikki said that with appointments there are constituents who will make public comments on applicants they support to get some engagement and representation for that applicant to help with the issue of the City Council choosing the appointee without any ward representation.

Chair Marshall thinks that the appointment process should start if the vacancy is after the two-year mark of the term. Before then a special election should be held.

Member Opferman is also concerned about the turnout of voters to special elections and the cost of the election for it to not be representative.

B.3 Discussion and potential direction to staff regarding newspaper publication requirements as set forth in the following sections of the Reno City Charter: 2.100 Ordinances: Enactment procedure; emergency ordinances; 7A.070 “Newspaper” defined; and 7A.090 “Publication,” “publish” defined (For Possible Action)

Chair Marshall said that newspaper publications are required to print notices and certain city information. Chair Marshall is asking if this requirement can be taken out and the information can be put online to save money. Calli said this conversation has been discussed at state legislative sessions because this is also an NRS issue.

Calli said that the exemption could be made in the charter but there is concern on clarity of what the exemption entails. Karl is concerned about this charter amendment because this is also state law through NRS 278. Calli said the charter can exempt the City of Reno from printing requirements in the newspaper, but it gets confusing as to what exactly can be exempt from publication and what cannot because of state and federal legislation regarding print publishing requirements.

Member Stephens asked if there could be an amendment to that chapter and asked if these requirements could be in both English and Spanish on the website. Karl said that most notices are made in English and Spanish on the City website already and could be added to the charter.

Chair Marshall asked if Member Stephens is asking if this could be a recommendation to the Council for the Nevada League of Cities for the state. Calli said that conversation can be made with Council to suggest an ordinance to the state or federal levels if this does not seem fitting to the Charter in particular.

Mikki said that there is not an additional cost with RGJ being online because right now everything is both in print and online.

Member Work present at 7:20 pm

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 - Identification of items for future agendas. No action may be taken on this item.

Exemption from NRS 293C

An amendment on multilingual languages for public notices

Member Work absent at 7:27pm

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.

Melissa announced no public comment was registered or received.

F. Adjournment (For Possible Action)

Member Clifton moved, and Member Swinney seconded, to adjourn the meeting at 7:33pm. Motion carried unanimously.



Reno City Charter Committee Hybrid Meeting

Monday, May 23, 2022, 5:30 p.m.
Reno City Hall, 7th Floor Caucus Conference Room
One E. First Street
Reno, NV 89501

Members

John Marshall, Chair (Ward 1)
Dennis Green, Vice Chair (At-Large)
Lindsay Anderson (Ward 3)
Austin Brown (Ward 5)
Ronda Clifton (Senate Minority)
Edward Coleman (Assembly Majority)
Miranda Hoover (Assembly Minority)

Nancyann Leeder (Ward 2)
Tess Opferman (Senate Majority)
Greg Peek (Ward 4)
Nnedi Stephens (Senate Majority)
Darren Swinney (Assembly Majority)
Mathew Work (Mayor)
Staff Liaison: Calli Wilsey

Mikki Huntsman, Reno City Clerk, called the meeting to order at 5:31 pm

A. Introductory Items

A.1 Call To Order/Roll Call

Present: Marshall, Anderson, Brown, Clifton , Peek, Stephens, Swinney, Work

Absent at Roll Call: Green, Coleman, Hoover, Opferman, Leeder

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.

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

Hoover present at 5:35pm

A.3 Approval of the Agenda (For Possible Action) – May 23, 2022

Motion by Member Clifton, seconded by Member Work, to approve the agenda as posted with the amendment to put topic B of B.3 on the next motion. Motion carried unanimously.

Motion by Member Clifton, seconded by Member Hoover to reconsider approving the agenda as posted. Motion carried unanimously

A.4 Staff Liaison Report – Item for general announcements and informational items only. No action may be taken on this item.

None

B. Business Items

B.1 Discussion and potential direction to staff regarding a Reno City Charter amendment requiring multilingual noticing in a newspaper for filing and adoption of ordinances - (For Possible Action)

Calli said there are a lot of questions to be answered. Staff has been investigating this item and making sure to get everything accurate through legal notices. Calli said that there needs to be a trigger in law that states when the requirement for multi-lingual language would go into effect. Staff wants to be consistent in how the notices are done.

Calli showed the committee data from the census that says what languages are spoken in the home but there is a lot of data still missing such as what subgroups speak those languages.

Implementation: Languages needed, resources to translate language, complicated language with legal notices because of specific legal jargon, deadlines for notices to be done since they will need to be translated, they need to make sure to be accurate and timely with sending to Spanish newspapers. Staff asked if legal notices in the newspaper is effective in getting communication out and engaging with the community currently.

Calli mentioned that the council has approved some initiatives and a staff member on inclusivity and community engagement. Because of the resources already given to these other initiatives that will most likely be more effective, staff does not recommend these changes at this time.

Member Clifton asked when the inclusive communication specialist will start. Calli said that after the budget is approved in July. Member Anderson said that because of that staff member some of this communication may already go out depending on their efforts and so they should wait to see what that staff member accomplishes before making the change.

Member Stephens thanked staff for their research and said that the reason why it is important is so that the government can be more transparent with the community. Calli said they did have that conversation regarding transparency but the code is not set up in other languages so it would be difficult for staff to accurately and consistently transcribe the notices.

Member Peek said that inclusive communication and transparency are critical. Member Peek also said that the committee's purpose is to always bring discussion back to the charter. That this would be costly for the city and taxpayers. There is a significant amount of people who do not speak English or Spanish so where does it trigger other languages and what other languages need to be included?

Calli said the communication specialist will be a new position but that there was an agency that was helping with transcription services at meetings and for online resources. Calli reached out to other jurisdictions in the state and this conversation is not currently happening or in other charters.

Member Coleman said that there needs to be outreach to the community to figure out what media is

most effective with different communities. It would be expensive and unhelpful to put these notices in the newspaper if people are not receiving their communication in that matter.

Chair Marshall said that legal notices are published in the newspaper currently. Another discussion would need to be had specifically on changing media outlets for legal notices.

Member Stephens talked about accessibility to government and transparency. Member Stephens discussed how most people in today's age do not read the newspaper, so the notices are less accessible because of that. Member Stephens also expressed concern about the code only being in English and needing to change that. Member Stephens said that if people usually get their news from the radio, that it is difficult to discuss the specific language around ordinances over the radio.

Member Hoover wanted clarification on public notices and made a comment on making sure the commission can change policy because state laws need to be followed such as public notices needing to be published in the newspaper by state law.

Jonathan Shipman, city attorney, explained what is included under "ordinances" but said that there are lots of changes from going to online instead of to newspapers for legal notices, but there is law regarding being published in newspapers specifically. Jon said that people do not really read the newspaper anymore but that some people go around lack of communication by saying it was published in the paper. Though many people may not actually get notice because of the change in media. Member Hoover asked if RGJ also publishes the notices online. Jonathan said that there needs to be a hard notice but some of the notices do go online as well.

Member Hoover asked if the charter could change to requiring digital media for notices. Jonathan said yes that can be changed in the charter but could complicate the process and that money is not really saved by just going online because the print copy of the newspaper is already digital anyways.

Member Coleman asked what the point of the conversation is because it seems like the focus is narrow and it is too complicated to implement.

Chair Marshall summarized the discussion and asked what recommendations could be made on section 2.200 or on multi-lingual notices and communication in general.

Calli said that there is an option for staff to implement a pilot program to go more in depth on the barriers and research.

Member Stephens asked how they know that the perspective person with the inclusive communications specialist will focus on multi-lingual communication so the committee knows that this conversation is happening, and this concern will be addressed through that position.

Chair Marshall is wondering if narrowing in on the scope of section 2.100 is too specific and if staff can bring back a more general policy on inclusion overall in the charter.

Member Opferman said that it is difficult to see where this specifically fits in the charter, but the council is working towards being more inclusive.

Chair Marshall asked Mikki to look through Council policy on this topic that could be brought back next time.

Member Stephens says that there needs to be a conversation on the city being more proactive or reactive on policy changes.

B.2 Discussion and potential direction to staff regarding a Reno City Charter amendment addressing the timing of filing written challenges to the qualifications of candidates based upon the discrepancy between NRS 293C.195 (City Elections) and NRS 293.202 (Elections) - (For Possible Action)

The NRS sections are in the packets given to the committee. Chair Marshall worked with Councilmember Brekhus on this agenda item. Chair Marshall explained that there is a limit for registration to be a candidate and to withdraw candidacy so that candidates will not show up on the print ballot.

There are municipal laws on elections and state laws on elections. The question for the committee is whether the charter should be consistent with the state laws or the other municipal laws.

Mikki clarified that only Washoe and Clark are really affected by this because they have large enough populations to require a registrar and other municipalities do not.

Member Hoover asked about the historical context of the inconsistencies.

Jonathan Shipman, City Attorney, said that with digital ballots these changes were made quickly and then these inconsistencies just got pushed under the rug. Chair Marshall said it was because municipalities needed to get the ballots out so quickly and printing so that made the candidates quickly withdraw if they wanted to so their name did not show.

Mikki said that the 7 days is what the recommendation is from the secretary of state office and what the registry is currently following.

Member Opferman asked to clarify what the role of the charter is in this.

Chair Marshall said that there can be a provision put into the charter so that Reno is following state law.

Member Work said that this is better suited for the legislature. Member Peek and Member Stephens agreed as well.

No public comment

B.3 Discussion and potential direction to staff regarding possible amendments to the Reno City Charter related to the Charter Committee's 2022 work program topics, including: (a) scheduled changes to the Reno City Charter regarding the number of wards and elected offices; (b) redistricting; (c) accessibility; (d) gender-neutral language in the Reno City Charter; (e) housing issues; (f) procedural requirements for vacancies in elected offices; and (g) newspaper noticing requirements – (For Possible Action)

(a) Scheduled changes to the Reno City Charter regarding the number of wards and elected offices

Member Clifton moved; Member Hoover seconded for staff to bring forward an amendment to the Charter to change the language regarding removing the at-large position. Motion passes

with 2 votes against from Member Coleman and Chair Marshall.

(b) Redistricting

No amendment changes

(c) Accessibility

No amendment changes

(d) Gender-neutral language in the Reno City Charter

Voted on in previous meeting, no further action needed.

(e) Housing issues

Member Stephens discussed looking into diversity, housing affordability, and fairness. Member Stephens also discussed including the role of the Chief Diversity Officer to the Charter.

Calli said the Chief Diversity Officer would need to be its own item and would fall better under B.1

(f) Procedural requirements for vacancies in elected offices

Member Hoover and Chair Marshall are interested in having language drafted for this item.

(g) Newspaper noticing requirements

No further action needed

No public comment was registered or received for this item.

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 - Identification of items for future agendas. No action may be taken on this item.

No additional future agenda items

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.

Mikki Huntsman, Reno City Clerk, announced no public comment was registered or received.

F. Adjournment (For Possible Action)

Member Work moved, and Member Hoover seconded, to adjourn the meeting at 7:18 pm. Motion carried unanimously.



Reno City Charter Committee Hybrid Meeting

MINUTES

Monday, June 13, 2022, 5:30 p.m.
Reno City Hall, 7th Floor Caucus Conference Room
One E. First Street
Reno, NV 89501

Members

John Marshall, Chair (Ward 1)
Dennis Green, Vice Chair (At-Large)
Lindsay Anderson (Ward 3)
Austin Brown (Ward 5)
Ronda Clifton (Senate Minority)
Edward Coleman (Assembly Majority)
Miranda Hoover (Assembly Minority)

Nancyann Leeder (Ward 2)
Tess Opferman (Senate Majority)
Greg Peek (Ward 4)
Nnedi Stephens (Senate Majority)
Darren Swinney (Assembly Majority)
Mathew Work (Mayor)
Staff Liaison: Calli Wilsey

Mikki Huntsman, City Clerk, City of Reno, called the meeting to order at 5:36 pm

A. Introductory Items

A.1 Call To Order/Roll Call

Present: Marshall, Green, Anderson, Coleman, Hoover, Leeder, Brown

Absent at Roll Call: Clifton, Opferman, Peek, Stephens, Swinney, Work

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.

Bill Sims gave public comment.

Member Stephens present at 5:40 pm

A.3 Approval of the Agenda (For Possible Action) – June 13, 2022

Moved by Member Anderson; Seconded by Member Hoover to approve the June 13, 2022, meeting agenda. The motion carried unanimously.

A.4 Approval of Minutes (For Possible Action)

(a) May 9th, 2022

Moved by Vice-Chair Green to approve the May 9th, 2022. Motion carried unanimously.

(b) May 23, 2022 (For Possible Action)

Moved by Member Anderson to approve the May 23rd, 2022. Motion carried unanimously.

A.4 Staff Liaison Report – Item for general announcements and informational items only. No action may be taken on this item.

JW Hodge, Director of Policy and Strategy, reminded the committee that current meeting and the meeting on June 27th, will be the last opportunities the committee will have to bring forward any recommendations to council. The joint meeting of the Reno City Council and the Charter Committee will be on July 25th.

B. Business Items

B.1 Discussion and potential direction to staff regarding a Reno City Charter amendment repealing the changes scheduled to take effect January 1, 2024, related to the number of wards in the City of Reno, makeup of elected offices, and other related provisions of the Charter – (For Possible Action)

JW gave the presentation on this item. JW explained that there has been discussion on whether to keep or remove the at-large position on the City Council. JW said there has been both pros and cons either way, and the agenda packet has the amendment to repeal the change scheduled to take effect January 1st, 2024.

Member Leeder said two benefits of keeping the change in the Charter is that it would decrease the number of persons the elected council member would need to represent and would require campaigning in a smaller area. Member Leeder said that one of the arguments for removing the language is that if someone is dissatisfied with their council member that person can call the at-large member. Member Leeder said all council members still need to represent the city and anyone can call another council member if they have an issue with their council member.

Member Anderson is in support of repealing the changes because the research done by staff shows the hybrid system of having an at-large council member as the most constitutional and it is working now.

Chair Marshall agrees with Member Leeder that having the sixth ward would help with representation particularly in minority districts. Chair Marshall also agrees with Member Leeder that having the additional ward would create a significantly lower cost race as compared to the high-cost race of the at-large position. Chair Marshall also said that it was seen as more progressive during the time that at-large positions became more common across jurisdictions, but in the world today it is not as progressive, and the times have changed. For these reasons Chair Marshall would vote against the proposal.

Member Stephens is not leaning one way or another because there are pros and cons both

ways. Member Stephens wants to make sure that voices are heard even if it is not representative of the ward they currently reside in, but also sees how increasing the number of wards may make it more representative for the people who live in those wards.

Vice-Chair Green mentioned the value of having an at-large member because the whole city is involved in the process of voting for that member.

Chair Marshall mentioned that with the change remaining the same, there is some uncertainty because of the effect it will have on the council and on the people who reside in each ward currently because the sixth ward will slightly change every ward in the city.

Member Anderson moved; Member Hoover seconded, to repeal the changes scheduled to take effect January 1st, 2024, related to the number of wards in the City of Reno, makeup of elected offices, and other related provisions to the Charter. The motion carried 5-3 with Marshall, Coleman, and Leeder against.

No public comment.

B.2 Discussion and potential direction to staff regarding a Reno City Charter amendment creating an executive-level Chief Equity Officer position and adding language promoting diversity, equity, and inclusion in City services and functions – (For Possible Action)

Member Coleman started the presentation on this item. The Chief Equity Officer (CEO) would be appointed by the City Council and be lateral to the City Manager. The CEO would report to the Council and City Manager on any equity initiatives and measurements of success.

Member Anderson asked if this position would get their annual review by the Manager and Council through the public process. Member Stephens said that they would get their annual review publicly and that is the process for many other jurisdictions.

Member Coleman said that whoever is in the position should meet with the public quarterly to show the progress that has been made.

The CEO would need to measure equity through public policy and access to services. Member Coleman also said that this position will be necessary for many years to create changes and correct issues with inequity in the community.

Member Stephens said that with the operationalization of the CEO the position would ensure that equity is being accounted for in decisions made within all departments of the city. Member Stephens also said this position will make it possible for someone to focus on any disparities or barriers that exist for people within the community. This position will be a conscious effort to make sure the city is prioritizing equity and inclusion throughout city government.

Member Leeder appreciated the presentation and detail that Member Stephens and Member Coleman went into and agrees that this position is a need within the City Charter.

Chair Marshall mentioned that in the packet the concept is written into language as Section 1.095.

Member Anderson is concerned with having to go through the legislator if there are any changes that the committee wants to make with the language to the Section later. Member Anderson also asked what happens if there is any conflict with the CEO and the City Manager?

Member Stephens said that they did look at how difficult it would be to make changes through the legislator, and that is the reason why the language does not include specifics, such as the measures the CEO would need to report back to Council because those will probably change. The Charter will have a general scope of their responsibilities. Member Stephens wanted to make sure there is flexibility with the position so that the more specific measures could go in HR policies and the broad scope of the position could be written into municipal code.

Chair Marshall said that because of the importance of this position they wanted to make it lateral to the City Manager, so in the case of conflict, the ultimate deciding body would be the City Council.

Member Coleman said whoever holds this position is going to need to be able to work with many different departments across the city and have leadership qualities.

Vice-Chair Green said that this position will be a milestone to show that the City of Reno prioritized diversity and inclusion and making sure that people feel they are being represented and their thoughts are being heard.

It was moved by Member Stephens; seconded by Member Coleman, to amend the Reno City Charter to create an executive-level Chief Equity Officer position and adding language promoting diversity, equity, and inclusion in City services and functions. The motion carried unanimously 8-0.

Bill Sims gave public comment on this item.

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.

Member Leeder brought up Section 2.140e article 6.010 as an opportunity to introduce language on projects to minimize the effect of the urban heat island within the city. NRS 291.020 states that the legislator can grant power to municipalities to make decisions to better the health and general welfare for the habitants of that municipality. Member Leeder wants to insert language on the urban heat island under article 6.010.

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

Heat island effect language in the charter

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.

No public comment registered or received.

F. Adjournment (For Possible Action)

Member Stephens moved; Member Hoover seconded, to adjourn the meeting at 6:44 pm. Motion carried unanimously.