

**B.19** Resolution No. \_\_\_\_ (For Possible Action): Resolution establishing regular Reno City Council meeting dates for the period from January 1, 2025, through December 31, 2025; together with other matters properly relating thereto.

**STAFF REPORT**

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**Date:** October 23, 2024

**To:** Mayor and City Council

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

**Subject:** Resolution No. \_\_\_\_\_ (For Possible Action): Resolution establishing regular Reno City Council meeting dates for the period from January 1, 2025, through December 31, 2025; together with other matters properly relating thereto.

**From:** Tyler Shaw, Agenda Manager

**Department:** City Manager’s Office

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**Summary:**

This Resolution establishes the dates for regular meetings of the Reno City Council for the period from January 1, 2025, through December 31, 2025, and sets the meeting commencement time at 10:00 a.m. The regular meetings are set on the second and fourth Wednesday of each month unless a different date and time is specifically designated otherwise in the Resolution. Adoption of the Resolution provides for public notice of the recommended schedule for upcoming regular meetings of Council. Staff recommends Council adopt the Resolution, which by its terms will be effective from January 1, 2025, through December 31, 2025.

<b>Consent Review</b>	<b>Yes</b>	<b>No</b>
1. Is this item an annual or standard item that comes before Council for regular approval?	<b>X</b>	
2. Is this item an agreement required based on an item previously approved by Council?		<b>X</b>
3. Is this item included in the current budget approved and adopted by Council?		<b>X</b>
<b>Other Considerations</b>		
What percent of the total City budget does this item represent?	<b>N/A</b>	

**Alignment with Strategic Plan:**

Governance and Organizational Effectiveness

**Previous Council Action:**

Council approves a similar Resolution annually to notify the public of the recommended schedule of Council Meetings for the following year.

**Background:**

The Reno City Charter states that a resolution be adopted for the process of establishing the dates and times for regular meetings of the Reno City Council. Section 2.040 of the Charter states:

- 1) The City Council shall hold not less than two regular meetings each month. The times and dates of regular meetings must be established by resolution.
- 2) Special meetings of the City Council may be held at the call of the Mayor.
- 3) Except as otherwise provided in Nevada Revised Statutes (NRS) 241.0355, a majority of all of the members of the City Council constitutes a quorum to do business, but a lesser number may meet and recess from time to time and compel the attendance of the absent members.
- 4) The meetings of the City Council must be conducted in accordance with Chapter 241 of NRS.

**Discussion:**

This Resolution establishes the dates for regular meetings of the Reno City Council for the period from January 1, 2025, through December 31, 2025, and sets the meeting commencement time at 10:00 a.m. The regular meetings are set on the second and fourth Wednesday of each month unless a different date and time is specifically designated otherwise in the Resolution.

The following proposed schedule represents months where the meeting is held on dates different from the second and fourth Wednesday of the month for the 2025 calendar year:

- 1) During the month of May 2025, the regular meeting of the City Council will be on the first and third Wednesday of the month; and
- 2) During the month of June 2025, the regular meeting of the City Council will be on the first and second Wednesday of the month; and
- 3) During the month of July 2025, the regular meeting of the City Council will be on the fourth and fifth Wednesday of the month; and
- 4) During the month of November 2025, the regular meeting of the City Council will be on the second and third Wednesday of the month; and

5) During the month of December 2025, the regular meeting of the City Council will be on the first and second Wednesday of the month.

City Council may meet on additional days as noticed pursuant to law, and as necessary to conduct the business of the City.

Adoption of the Resolution provides for public notice of the recommended schedule for upcoming regular meetings of City Council.

**Financial Implications:**

None at this time.

**Legal Implications:**

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

**Recommendation:**

Staff recommends Council adopt the Resolution and authorize the Mayor to sign.

**Proposed Motion:**

I move to adopt the Resolution establishing regular Reno City Council meeting dates for the period from January 1, 2025, through December 31, 2025, and authorize the Mayor to sign the Resolution.

**Attachments:**

Resolution 2025 Council Meeting Dates  
2025 DRAFT Council Meeting Calendar

**RESOLUTION ESTABLISHING REGULAR COUNCIL MEETING DATES FOR THE PERIOD FROM JANUARY 1, 2025, THROUGH DECEMBER 31, 2025; TOGETHER WITH OTHER MATTERS PROPERLY RELATING THERETO.**

**WHEREAS**, Section 2.040 of the City of Reno Charter requires that the Reno City Council establish by Resolution the dates and times for its two (2) regular meetings to be held each month.

**WHEREAS**, for the period from January 1, 2025, through December 31, 2025 unless a different date is specifically designated by this Resolution, the Reno City Council shall meet regularly on the second and fourth Wednesday of each month.

**WHEREAS**, exceptions to the above City Council regular meeting schedule for the 2025 calendar year are:

1. During the month of May 2025, the regular meeting of the City Council will be on the first and third Wednesday of the month; and
2. During the month of June 2025, the regular meeting of the City Council will be on the first and second Wednesday of the month; and
3. During the month of July 2025, the regular meeting of the City Council will be on the fourth and fifth Wednesday of the month; and
4. During the month of November 2025, the regular meeting of the City Council will be on the second and third Wednesday of the month; and
5. During the month of December 2025, the regular meeting of the City Council will be on the first and second Wednesday of the month.

**WHEREAS**, the start time for all City Council meetings, which dates are set by this Resolution, shall be noticed for 10:00 a.m. unless, at the discretion of the Mayor, City Council, or City Manager, an earlier start time is needed to conduct the business of the City.

**WHEREAS**, in accordance with applicable laws, the Reno City Council may meet on such additional meeting days as are necessary to conduct the business of the City.

**WHEREAS**, this Resolution, as may be amended, shall be in effect on January 1, 2025, which is after the adoption of this Resolution, and shall continue in effect through December 31, 2025.

**NOW, THEREFORE, BE IT RESOLVED THAT:** For the period from January 1, 2025 through December 31, 2025, unless a different date is specifically designated by this Resolution, the Reno City Council shall meet regularly on the second and fourth Wednesday of each month.

**BE IT FURTHER RESOLVED THAT:** The Reno City Council designates different dates for its regular meetings for the year 2025 in May, June, July, November, and December of 2025, which specific dates are set forth above in this Resolution.

**BE IT FURTHER RESOLVED THAT:** The start time for all City Council meetings, which dates are set by this Resolution, shall be noticed for 10:00 a.m. unless at the discretion of the Mayor, City Council, or City Manager, that an earlier start time is needed to conduct the business of the City.

**BE IT FURTHER RESOLVED THAT:** The Reno City Council may meet on additional days as noticed pursuant to law; and as necessary to conduct the business of the City.

Upon motion by Councilmember \_\_\_\_\_, and seconded by Councilmember \_\_\_\_\_, the foregoing Resolution was passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2024, by the following vote of the Council:

AYES: \_\_\_\_\_  
NAYS: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_ ABSENT: \_\_\_\_\_

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
HILLARY SCHIEVE MAYOR

ATTEST:

\_\_\_\_\_  
MIKKI HUNTSMAN  
CITY CLERK

Effective Date: January 1, 2025

## 2025 DRAFT Reno City Council Meeting Dates

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2025 Holidays	
Jan 1	New Year's Day
Jan 20	Martin Luther King Jr. Day
Feb 17	President's Day
May 26	Memorial Day
Jun 19	Juneteenth
Jul 4	Independence Day
Sep 1	Labor Day
Oct 31	Nevada Day (obs)
Nov 11	Veterans Day
Nov 27	Thanksgiving Day
Nov 28	Family Day
Dec 25	Christmas Day

Color-Coded Legend	
	Reno City Council Meeting
	Holiday