

**CITY OF RENO**  
**DOWNTOWN POLICE SPECIAL ASSESSMENT DISTRICT**  
**ADVISORY COMMITTEE**

**MINUTES**  
January 15, 2014

**Members**

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**I. ROLL CALL**

Chairman Darrell Clifton called the meeting to order and requested a roll call.

Committee Members Present: Vice Chairman Dave Bennett, Chairman Darrell Clifton, Jerry Daughhetee, Jim Gallaway, Dean Hanson, Lieutenant Amy Newman, and Chief Marshal Justin Roper.

Also Present: Sergeant Brian Dye and Deputy City Attorney Rob Bony.

Absent: Larry Garrison, Greg Landrus, and Deputy Chief Tom Robinson.

Chairman Clifton verified that there was a quorum. This was affirmed.

**II. PUBLIC COMMENT – This item is for either public comment on any action item or for any general public comment.**

Chairman Clifton inquired if there was public comment. There was none.

**III. APPROVAL OF MINUTES (For Possible Action) – December 18, 2013.**

Chairman Clifton inquired if there was a motion to approve the minutes. Jim Gallaway made the motion and Jerry Daughhetee seconded. There being no opposition, the minutes were approved.

Chairman Clifton informed the group that we would take New Business item VII (1) out of order.

**IV. MEMBERS AND STAFF REPORTS (The items in this section are not for action and if action is desired the item will be placed on a future agenda and designated “For Possible Action.”)**

**A. Chairman Report – Chairman Darrell Clifton**

- Update on the progress of the Regional Alliance for Downtown (RAD) Safe and Clean Committee.
- Update on the progress of the Regional Alliance for Downtown (RAD) Public Policy Committee.

Chairman Clifton updated the group on the Safe and Clean Committee. They are currently working and watching the noise issue downtown. Several members of the Montage have been brought into this group. There was a request from the Safe and Clean Committee that the police be told about issues with noisy motorcycles during early morning hours. It was requested that the police do some enforcement around the hours of 2:00 to 3:00 a.m. Lieutenant Newman informed the group that the Traffic Unit closed down at 12:00 a.m. and started back up at 6:00 a.m. but that this would be worked through. Mr. Gallaway clarified that there was no one to enforce noise issues for queue lines or motorcycles between 12:00 a.m. and 6:00 a.m. Lieutenant Newman informed the group that Traffic Enforcement does most of this type of enforcement. It is nice to have Motors following a motorcycle but queue lines would be handled by Patrol. Police would need to identify which resource would be directed to this. Chairman Clifton informed the group that one of the issues that came up in the meetings was the queue line at 200 N. Sierra. This was supposed to be put indoors under the old agreement but now that the owner is remodeling there is concern that the queue line would be pushed back outside. Alex Woodley is aware and will be addressing this issue but it was thought that it would be good for police to be aware. Mr. Gallaway informed the group that the concern was that Rise would not be open this year. It will reopen January or February next year. The owner is putting in a restaurant on the first floor. The concern is that this may expand into the place where the queue line is supposed to be. We would not want to approve the restaurant and then when it comes time to look at Rise again notice the space is no longer available for a queue line. Chairman Clifton informed the group that this was not exactly a police issue yet but wanted the police to be aware.

Chairman Clifton informed the group on the Public Policy Committee. They continue to look at ideas for a Business Improvement District downtown.

#### **B. Police Report – Deputy Chief Tom Robinson, Lieutenant Amy Newman, Sergeant Brian Dye, Sergeant Dan Thompson**

- Update on solutions and on-going enforcement at special assessment district locations.
- Update on New Year’s Eve as related to the downtown core.
- Update on downtown camera system.
- Introductions of new additions to the Downtown Enforcement Team (DET).
- Review, explanation, and discussion of three month downtown area comparison statistics.
- Identification of future Police Report agenda items.

Sergeant Dye introduced himself and informed the group that he will be working with Sergeant Thompson to coordinate things and make the week more uniform. They are hoping for 7 day coverage each week with counterparts working together on projects.

Lieutenant Newman informed the group of several highlights. On Council Agenda were several award presentations being given to current and former bike team members. Statistics of bike team involvement are important. The other component that is important for the Downtown Enforcement Team (DET) is the problem solving mechanism. This does not come overnight but over time.

Impacts have been made already with the notice of exclusion, pedi-cab ordinance, and the Retrac bus stop. It was thought that New Year's Eve was one of the busiest that has been seen. It was call to call and fight to fight until about 4:00 a.m. The casinos did not seem to have the same issues. There was mention that some thought that the climate at the event was like the 2012 Santa Crawl. The team dispersed a lot of things where there wasn't an arrest or citation because they could not get to everything that was going on. Sergeant Dye shared the numbers of arrests from the press release as: 1 for battery on a police officer, 2 for disturbing the peace, 3 for minor consumption of alcohol, 2 for open containers, 5 for obstructing/resisting an officer, 2 for DUI, 2 for intoxicated pedestrians in a roadway, 2 for urinating in public, 1 domestic battery, 1 simple battery, 1 possession of marijuana, 1 for trespass, 3 for CPC, and then a citation for urinating in public. This is nothing to what could have been done had there been the staffing. Chairman Clifton thought this was interesting as he would have considered it pretty mellow for his casino. Jerry Daughhete informed the group that their casino was pretty busy. Mr. Gallaway informed the group that at the last meeting we were waiting for an official number of participants for the Santa Crawl in coordination with the University of Nevada (UNR). It was noted that this will come in March.

Lieutenant Newman informed the group on the downtown camera system. She has been working closely with City staff. This was a transition from our technical expert Officer Gallop. The higher grade cameras have been installed. City staff are working on upgrading our infrastructure from WiFi where they compete for bandwidth to a fiber optic network. The resolution and continued increased quality of the cameras will enhance police ability during operations. DET is the number one subscriber using this. The cameras that go down due to the wireless issue will be replaced but it takes awhile for fiber optic to be installed. This is a process. We are looking at buying additional cameras to replace the WiFi ones. So far, it is working pretty good for police. DET has been doing amazing things with the Plaza and arrests made due to the surveillance operations where they could pull video off of the server later. Mr. Gallaway informed the group that due to an increase of price from \$1800 (line of sight camera) to \$8000 per camera; the Palladio will now be contributing to the price of a camera rather than purchasing a camera. He is still waiting on an email that includes the price of the camera. Sergeant Dye informed the group that there are 3 new cameras since the last meeting located at 4<sup>th</sup> and Ralston, 4<sup>th</sup> and Lake, and Virginia and Plaza. The resolution is pretty good. You can zoom and rotate 360°. This will enhance the team's operations by providing remote capabilities.

Mr. Gallaway had two questions on the police reports: were the stolen vehicles noted from parking garages or on the street? It was not thought that these were from the parking garages. In 2011, there were 18, 2012 had 33, and 2013 had 28. The percentage was 55.6% compared to 2011. We have gone down since 2012. Lieutenant Newman informed the group that sometimes this is due to people coming out of the casinos a little inebriated and do not remember where they parked. Mr. Gallaway noticed an address on W. 6<sup>th</sup> in the hot spots and inquired what this was. It was noted that this was St. Mary's. Mr. Gallaway informed the group that 4 of 5 times for incidents occur when the DET is not working. Lieutenant Newman informed the group that the DET will be continuing operations with changing hours so that the people downtown do not get complacent. Mr. Gallaway informed the group that this might be a selling point for the expansion of the district and the giving to the Chief \$190,000 to apply as necessary. Mr. Gallaway clarified that this could be used to work during those

times when these incidents are occurring. Mr. Gallaway inquired what was happening with the Reserve Officer status. This was unknown but thought that it was being worked on. It will be voluntary rather than paid. Mr. Gallaway thought that this might be close if Council approves the expansion of the district today since this will be one of the topics of discussion. Chairman Clifton informed the group that Deputy Chief Robinson gave March as a timeline for this to occur.

**C. Financial Report & Expenditures/Revenue – Zac Haffner**

- Review, explanation, and discussion of December financial reports.

Zac Haffner was not present.

**D. Special Events Report – Alexis Hill**

- Review, explanation, and discussion of previous and upcoming special events as they apply to the Downtown Police Special Assessment District.

Alexis Hill was not present. It was discussed that the next event is the Pajama Crawl then the Vampire Crawl. It was thought that the Vampire Crawl was a medium crawl and not too big.

**V. COUNCIL LIAISON REPORT – Council Member Jenny Brekhus**

- Update and discussion of actions taken or being considered by City Council.  
**(The Council Liaison Report may be taken out of order.)**

The Council Liaison was not present due to the Council Meeting today.

**VI. OLD BUSINESS**

1. (For Possible Action): Update, discussion, and possible recommendations to City Council relating to the next step in the process involving the increasing or decreasing tax district assessments, expansion of the tax district, increasing of business licensing fees for alcohol, and specifically, where the money should be spent, and any potential changes in the level or kind of service being provided in the tax district. *[On-going item]*
  - Council Member Jenny Brekhus and/or Steve Hardesty

Chairman Clifton informed the group that this was going on at Council today. The subcommittee that was working on the issues for the tax district will be making a recommendation to seek votes to expand the district adding about 40% to the current district. The number of police would be the same but the equivalent of 2 officers in money (\$190,000) would be used by the police department at the Chief's discretion but is tentatively earmarked for the Reserve Program. Deputy City Attorney Bony requested that any from this group wishing to attend the Council meeting today please go as citizens and not as a representative of this group so that there would be no open meeting law issue. Should there be a quorum, it would need to have been posted that the tax district was having a meeting at Council as well.

2. (For Possible Action): Update, discussion, and possible recommendations to City Council regarding parking meters in the downtown corridor.
  - Council Member Jenny Brekhus

Chairman Clifton informed the group that this item is resolved and that we are waiting on the new pay at the meter meters to be installed.

3. (For Possible Action): Update, discussion, and potential recommendations to the Director of the Office of Communications and Community Engagement for the City of Reno regarding options for improving the perception of the downtown area. *[On-going item]*

Chairman Clifton inquired if there were any recommendations that we could give to the Office of Communications and Community Engagement to improve the perception of downtown. Chairman Clifton informed the group that at the Secret Witness Meeting it was noted that the Reno Police Department does not do as many press releases as they used to. The negative side of this is that no positive stuff is being advertised. Chairman Clifton informed the group that this Committee would help with anything to get the word out and suggested a story on the camera system when it is more robust.

## **VII. NEW BUSINESS**

1. (For Possible Action): Update, discussion, and potential recommendations to the City Attorney's Office regarding possible changes to the committee bylaws.

Chairman Clifton inquired if anyone had anything to discuss. Deputy City Attorney Bony informed the group about the process for amending the bylaws. This process involves the Committee making recommendations to change the bylaws today. These will be put in appropriate form and brought back to the February meeting. If all changes are captured correctly and approved by the Committee, these will go on the Council Agenda for approval. Deputy City Attorney Bony informed the group that the membership composition of this Committee is included in the bylaws and it is also included in the ordinance. The ordinance will always trump what the bylaws say so there is no need for redundancy. Deputy City Attorney Bony recommended that we will need to do an ordinance change and that this is a simple, housekeeping process. Chairman Clifton inquired how the ordinance differed from the bylaws. Deputy City Attorney Bony stated that they were exactly the same. These can be found in Reno Municipal Code (RMC) Section 2.06.110. The ordinance shows that there should be 2 management level members from the police department appointed by the Chief of Police, the Chair of the Downtown Security Directors Association, 4 members of the Downtown Security Directors Association, 1 member of the Downtown Improvement Association appointed by the Downtown Improvement Association, 2 liaison person who have a business or own a property or reside in the district appointed by City Council, and Municipal Court Judge or representative from the Municipal Court. Total members being 11. Chairman Clifton inquired if the number of members being increased or decreased would be the same process. Deputy City Attorney Bony informed the group that you would go through the ordinance process where there would be a first and second reading. This would be a housekeeping matter but it would ultimately be up to Council as they are the ones who passed the Reno Municipal Code. The last amendment took place in March 2006. Mr. Gallaway inquired if the ordinance also specified the purpose and the authority of the Committee where the bylaws do not. This was affirmed. When Council created the Committee they had the intent to determine the composition of the membership. Mr. Gallaway informed the group that if we were going to change the bylaws, we may want to look at our scope and purpose. Deputy City Attorney Bony informed the group that the Committee could look at the operating ordinances and make any suggestions to the City Council via the Committee's Council Liaison Jenny Brekhus. Mr. Gallaway made the request that the Committee make the changes to the organization here and request that a copy of the ordinance be given to the Committee members for review at the next meeting. Chairman Clifton inquired if anyone else had discussion on changing the

consistency of the Committee. Deputy City Attorney Bony recommended that membership not be listed in both places and could be deleted from the bylaws. Other changes were discussed regarding the names of the organizations and adding the wording 'or successor thereto' so that if there are name changes in the future you do not have to go in and change the ordinance every time. Mr. Gallaway informed the group that his purpose would be to increase the number of liaisons appointed by the City Council to 4 and to accomplish this either by increasing the number on the Committee or with the changes in percentages between owners versus casinos, reduce the Security Directors Association members but leave the Chair. Deputy City Attorney Bony informed the group that these would be things that we could talk about once we notice that we will be looking at the ordinance. Discussion was held regarding increase of Council Liaisons to 4 causing notice to be made to City Council of meetings. This was a misunderstanding as Mr. Gallaway was discussing item (5) under the list of the Committee Members in the bylaws where it would be changed to 4. Mr. Gallaway stated that under (4) the Downtown Improvement Association would be changed to the Regional Alliance for Downtown. It was thought that the Security Directors should decide what they want for their members. It was thought that the Security Directors General Managers might need to be involved in this decision. Mr. Gallaway informed the group that if the district is expanded the goal would be to have 2 business representatives and 2 residential representatives. Deputy City Attorney Bony informed the group that all of these were suggestions that could be made to the ordinance and presented to City Council as an ordinance modification. It was recommended that Article 3 Membership be deleted since this would be included in the ordinance. Mr. Gallaway made the motion that the bylaws be changed with Article 3 to be restated as 'Membership as stated in the ordinance' or removed. Chief Marshal Roper seconded. There was no additional discussion. Chairman Clifton clarified that the Committee was not changing the composition of the membership but just referring back to the ordinance where it is already stated. There being no opposition, the motion passed.

Chairman Clifton requested that we notice the proposed change to the ordinance for the next agenda.

Deputy City Attorney Bony inquired if there were any additional changes to the bylaws. Mr. Gallaway stated that mainly it was the makeup and that it would be good to hear Council Member Brekhus' opinion on this.

At this time the Committee returned to the regular order of the agenda.

## **VIII. OTHER BUSINESS**

2. Identification of agenda items for February 19, 2014, meeting.  
**(This item is for identification of agenda items and there will be no action taken until such items are listed on future agenda as an action item.)**

Chairman Clifton inquired if there were additional agenda items. We will add the ordinance to the next agenda.

Discussion was held with Mr. Hanson regarding his membership to the Committee. He will be at the next meeting. This not being an agenda item, it was requested that any further discussion be taken offline.

## **IX. NEXT MEETING DATE/LOCATION**

**Noon, February 19, 2014, at 1 E. 1<sup>st</sup> Street, (City Hall) 7<sup>th</sup> Floor, Caucus Room,**

**Reno, NV 89501.**

**X. PUBLIC COMMENT – This item is for general public comment.**

There was no public comment.

**XI. ADJOURNMENT.** (For possible Action)

Jim Gallaway made the motion to adjourn. Jerry Daughetee seconded. There being no opposition, the meeting was adjourned.