



C I T Y O F
RENO

Memorandum

DATE: September 23, 2025

TO: Mayor and City Council

THROUGH: Jackie Bryant, City Manager

FROM: Nathan Ullyot, Parks and Recreation Director
Karina Mercier, Project Manager – Park Planner

DEPT: Parks and Recreation

SUBJECT: Update on the progress of the Parks District Service Plan development

This memo is intended to provide Council an update on the Parks Service Plan development to investigate the feasibility of a Park District. On June 4, 2025 Council approved a professional services agreement with PROS Consulting, Inc. to develop the Service Plan in the amount of \$223,550. On July 23, 2025 Council approved an Interlocal Agreement between Washoe County and the City of Reno to reimburse the City for the Parks Service Plan, in the amount of \$100,000. The Redevelopment Agency has also confirmed a contribution to this plan in the amount of \$60,000. The initial project timeline was estimated to have a duration of one year. Please see attached project timeline for full details.

Recent Plan Development Progress

Since then, City staff has been working regularly with Washoe County and City of Sparks staff to support PROS Consulting in their development of the Service Plan. The project is in the initial information gathering stage and staff from all three jurisdictions are currently working to complete a data request gathering budget information, capital improvement plans, related master plans, GIS mapping data, staffing levels and levels of service.

Leon Younger and Mike Shellito with PROS Consulting visited Reno on July 28, 29 and 30 and held interviews with elected officials and staff from the three agencies to assess the strengths, weaknesses, opportunities and threats of our respective park systems. PROS Consulting also conducted site visits to assess park and facilities. The primary purpose of these interviews is to gauge the support for a park district model and develop questions for the statistically valid survey planned for the region.

Next Steps

Staff from the participating agencies developed a comprehensive stakeholder list using feedback from the June 26, 2025 joint regional Recreation and Parks Commission meeting, and presented the list again to the Reno Recreation and Parks Commission on August 19, 2025, to solicit further input.

Based on this input, 15 in-person focus groups are scheduled for the week of September 22, 2025, with virtual options available for those who cannot attend. While the current list is extensive, staff is still accepting feedback on additional stakeholders and will continue public outreach and notifications throughout the plan process.

Attachments

Service Plan Project Timeline

