



C I T Y O F  
**RENO**  
Memorandum

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**DATE:** October 30, 2025  
**TO:** Mayor and City Council  
**THROUGH:** Jackie Bryant, City Manager  
**FROM:** Tyler Shaw, Agenda Manager  
**DEPT:** City Manager's Office  
**SUBJECT:** 11/12/2025 City Council Meeting Draft Agenda Memo

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This memo is intended to provide an overview of the anticipated agenda for the City Council Meeting on Wednesday, November 12, 2025. This is a draft, and agenda items may be revised or removed prior to posting. Additional items not listed in this draft may also appear on the final agenda. The final agenda will be physically posted in compliance with Nevada Revised Statutes (NRS) 241.020(3) (notice of meetings) at Reno City Hall, 1 East First Street, Reno, Nevada 89501. In addition, the final agenda will be electronically posted in compliance with NRS 241.020(3) at [Reno.gov](http://Reno.gov), and NRS 232.2175 at [notice.nv.gov/](http://notice.nv.gov/).

## **City Council Meeting**

### **A Introductory Items**

#### **A.1 Pledge of Allegiance**

#### **A.2 Roll Call**

#### **A.3 Public Comment**

A.3.1 Public Comment

**A.4 Approval of the Agenda (For Possible Action) – 12 November 2025**

**A.5 Approval of the Minutes**

A.5.1 Reno City Council - Regular - October 8, 2025 at 10:00 AM (For Possible Action)

**B Consent Agenda**

- B.1 Staff Report (For Possible Action): Approval of Privileged Business License – Restricted Gaming (Change of Ownership) – United Coin Machine Co. dba Century Gaming Technologies db at Lucky Liquor 2, Timothy Cogswell, 275 South Wells Avenue. [Ward 1]

**Summary:**

This is an application (R166678G-APP-2025) by United Coin Machine Co. dba Century Gaming Technologies to operate seven (7) slot machines at Lucky Liquor 2 Mart located at 275 South Wells Avenue. The business is located in Ward 1 (Exhibit A) and the zoning designation is Mixed-Use Downtown Riverwalk District (MD-RD). Planning comments note that restricted gaming is an allowed accessory use to a convenience store in this zone. Nevada Gaming Commission approval attached (Exhibit B). Staff recommends that Council approve the privileged business license application.

- B.2 Staff Report (For Possible Action): Approval of Privileged Business License – Restricted Gaming (Change of Ownership) – United Coin Machine Co. dba Century Gaming Technologies db at Nite & Day Market, Timothy Cogswell, 2500 East 4th Street. [Ward 1]

**Summary:**

This is an application (R166679G-APP-2025) by United Coin Machine Co. dba Century Gaming Technologies to operate five (5) slot machines at Nite & Day Market located at 2500 East 4th Street. The business is located in Ward 1 (Exhibit A) and the zoning designation is Mixed-Use Urban (MU). Planning comments note that restricted gaming is an allowed accessory use to a convenience store in this zone. Nevada Gaming Commission approval attached (Exhibit B). Staff recommends that Council approve the privileged business license application.

- B.3 Staff Report (For Possible Action): Approval of Privileged Business License – Dining Room Wine and Beer (New) – Wing Zone, Rajnish Rai, 705 North Virginia Street, Unit 120. [Ward 1]

**Summary:**

This is an application (R166486Q-APP-2025) by Wing Zone for dining room wine and beer. The business is located at 705 North Virginia Street, Unit 120 in Ward 1 (Exhibit A) and the zoning designation is Mixed-Use Downtown University District (MD-UD). Planning comments note that a restaurant with alcohol service is an allowed use in this zone and permitted to operate 24 hours a day. Staff recommends that Council approve the privileged business license application.

- B.4 Staff Report (For Possible Action): Approval of Privileged Business License – Restricted Gaming (Change of Ownership) – United Coin Machine Co. dba Century Gaming Technologies db at Wrightway Market, Timothy Cogswell, 330 Evans Avenue. [Ward 1]

**Summary:**

This is an application (R166681G-APP-2025) by United Coin Machine Co. dba Century Gaming Technologies to operate seven (7) slot machines at Wrightway Market located at 330 Evans Avenue. The business is located in Ward 1 (Exhibit A) and the zoning designation is Mixed-Use Downtown Entertainment District (MD-ED). Planning comments note that restricted gaming is an allowed accessory use to a convenience store in this zone. Nevada Gaming Commission approval attached (Exhibit B). Staff recommends that Council approve the privileged business license application.

- B.5 Staff Report (For Possible Action): Approval of Privileged Business License – Restricted Gaming (Change of Ownership) – United Coin Machine Co. dba Century Gaming Technologies db at Corner Minit Mart, Timothy Cogswell, 1775 Mill Street, Unit A. [Ward 3]

**Summary:**

This is an application (R166677G-APP-2025) by United Coin Machine Co. dba Century Gaming Technologies to operate five (5) slot machines at Corner Minit Mart located at 1775 Mill Street, Unit A. The business is located in Ward 3 (Exhibit A) and the zoning designation is Mixed-Use Urban (MU). Planning comments note that restricted gaming is an allowed accessory use to a convenience store in this zone. Nevada Gaming Commission approval attached (Exhibit B). Staff recommends that Council approve the privileged business license application.

- B.6 Staff Report (For Possible Action): Approval of Privileged Business License – Restricted Gaming (Change of Ownership) – United Coin Machine Co. dba

Century Gaming Technologies db at Silver State Food Mart, Timothy Cogswell, 1100 East Plumb Lane, Unit J. [Ward 3]

**Summary:**

This is an application (R166680G-APP-2025) by United Coin Machine Co. dba Century Gaming Technologies to operate three (3) slot machines at Silver State Food Mart located at 1100 East Plumb Lane, Unit J. The business is located in Ward 3 (Exhibit A) and the zoning designation is General Commercial (GC). Planning comments note that restricted gaming is an allowed accessory use to a convenience store in this zone. Nevada Gaming Commission approval attached (Exhibit B). Staff recommends that Council approve the privileged business license application.

- B.7 Staff Report (For Possible Action): Approval of Privileged Business License – Secondhand Dealer (Change of Location) – Once Upon a Child, Chantelle Clawson, Larry Clawson, 3000 Airway Drive, Unit 105. [Ward 6]

**Summary:**

This is an application (R152090A-AMD-2025a) by Once Upon a Child, a secondhand dealer, to change locations. The business is moving from 5000 Smithridge Drive, Unit A21 to 3000 Airway Drive, Unit 105 in Ward 6 (Exhibit A) and the zoning designation is Industrial Commercial (IC), Airport Flight Path (AF) Overlay District. Planning comments note that general retail is an allowed use and may operate from 6:00 a.m. to 11:00 p.m. Staff recommends that Council approve the privileged business license application.

- B.8 Staff Report (For Possible Action): Approval of an agreement granting the Regional Transportation Commission (RTC) the right of first refusal to purchase three City-owned parcels (APNs 007-311-21, 007-311-22 and 007-311-23) adjacent to RTC's 4th Street Station in Downtown Reno. [Ward 1]

**Summary:**

At its October 17, 2025, board meeting, the Regional Transportation Commission (RTC) approved an agreement for a right of first refusal to purchase three City-owned parcels adjacent to the 4th Street Station in downtown Reno. The agreement, now before the City Council for approval, would support RTC's long-term planning for station expansion and operational improvements—such as electric bus charging infrastructure and other facility upgrades. The right of first refusal reflects the parties' intent to move forward with a sale upon resolution of pending litigation related to the parcels, with future Council action required to authorize any sale.

- B.9 Staff Report (For Possible Action): Approval of a Cooperative Agreement between the City of Reno, on behalf of the Reno Fire Department (RFD), and the Reno-Sparks Indian Colony (RSIC) for fire and emergency services on RSIC property.

**Summary:**

Council is being asked to approve an updated Cooperative Agreement with the Reno-Sparks Indian Colony (RSIC). The proposed agreement formalizes fire and emergency response protocols, jurisdictional authority, and billing arrangements between the City of Reno Fire Department (RFD) and RSIC lands. This agreement clarifies operational procedures, ensures public safety, and respects tribal sovereignty during joint emergency responses.

The agreement authorizes RFD personnel and equipment to enter RSIC lands for structure fires, emergency medical aid, basic rescue, hazardous materials emergencies, and other requested services. It includes provisions for incident reporting, fire investigations, training, fire hydrant inspections, and billing schedules. Staff recommends Council approve the Cooperative Agreement as finalized.

- B.10 Staff Report (For Possible Action): Approval of Consulting Agreement for Design Engineering Services with Brown & Caldwell for the Truckee Meadows Water Reclamation Facility Motor Control Centers 25, 26, and 27 Replacement Project in the amount of \$253,516 with Reno's share being \$173,988.03. (Sewer Fund)

**Summary:**

The Truckee Meadows Water Reclamation Facility (TMWRF) is an industrial wastewater treatment plant that utilizes electrical energy to power various machines and equipment to treat the wastewater. Aging Motor Control Centers (MCCs) are required to be replaced for safe and reliable operation of the treatment processes. Brown & Caldwell (BC) will provide engineering design services for the Motor Control Centers 25, 26, and 27 Replacement Project. Staff recommends Council approve the Agreement for Design Engineering Services with Brown & Caldwell as described in the attached scope of work in an amount not to exceed \$253,516 (Reno's share being \$173,988.03 from the Sewer Fund).

- B.11 Staff Report (For Possible Action): Approval of the Amended Consulting Agreement with Carollo Engineers, Inc. for Construction Management Services for the Truckee Meadows Water Reclamation Facility Heat Loop System Improvements Project for an additional \$80,000 for a total agreement amount not

to exceed in the amount of \$506,175 with Reno's share being \$347,387.90. (Sewer Fund)

**Summary:**

The Truckee Meadows Water Reclamation Facility (TMWRF) heat loop utilizes gas generated from the digestion system to heat water in boilers and delivers hot water to hydronic heating equipment and heat exchangers throughout the treatment plant. In June 2024, Council approved the Heat Loop Improvement Project and the associated Engineering Services During Construction Agreement with Carollo Engineering, Inc. (Carollo). During the construction, a heat exchanger, part of the heating system not associated with the project, failed causing critical damage to three boilers. The heating system failure along with underground piping conflicts caused significant schedule delays. As a result, Carollo had additional meetings, numerous site visits, design changes, and various support efforts for the project and facility. With Carollo's support, the construction contract stayed in budget despite the changes and delays; however, additional engineering services and inspection services are necessary to finalize the project. Staff recommends Council approve the amended agreement for engineering services during construction and inspection services with Carollo for an additional \$80,000 for a total agreement amount not to exceed \$506,175 (Reno's share being \$347,387.90 from the Sewer Fund).

- B.12 Staff Report (For Possible Action): Acceptance of a Historic Preservation Fund Subgrant from the Nevada State Historic Preservation Office (SHPO) to support the creation of a citywide historic context report in the amount of \$21,000. (General Fund)

**Summary:**

On August 7, 2025, the Nevada State Historic Preservation Office (SHPO) recommended funding of \$21,000 for a Historic Preservation Fund (HPF) subgrant to hire a preservation consultant to begin a phased approach to developing a citywide historic context for Reno, Nevada, that describes the overall development of the city from its founding in 1868 through 1980. This grant will cover Phase I of the project. This grant requires \$14,000 of matching funding which will come from the General Fund allocation to historic preservation.

- B.13 Resolution No. \_\_\_\_\_ (For Possible Action): Resolution accepting streets including a portion of Gallaudet Drive, a portion of Fredonia Drive, Athabasca Drive and Cranfield Court, as part of Regency Park II Phase A1. (Street Fund) [Ward 4]

**Summary:**

Summary: For Council adoption is a resolution accepting the street sections offered for dedication by the Official Plat of Regency Park II Phase A1. The public

improvements constructed by Regency Park Homes, Inc., have been reviewed and approved by staff and may now be accepted by resolution. Staff recommends Council adoption of the attached resolution.

- B.14 Resolution No. \_\_\_\_\_ (For Possible Action): Resolution accepting streets including a portion of Laurentian Drive, a portion of Gallaudet Drive, a portion of Fordham Drive, a portion of Fredonia Drive and Judson Drive, as part of Regency Park II Phase A2. (Street Fund) [Ward 4]

**Summary:**

For Council adoption is a resolution accepting the street sections offered for dedication by the Official Plat of Regency Park II Phase A2. The public improvements constructed by Regency Park Homes, Inc., have been reviewed and approved by staff and may now be accepted by resolution. Staff recommends Council adoption of the attached resolution.

- B.15 Resolution No. \_\_\_\_\_ (For Possible Action): Resolution accepting streets including a portion of Fordham Drive, a portion of Alma Way, and a portion of Leiden Drive, as part of Regency Park II Phase B1. (Street Fund) [Ward 4]

**Summary:**

For Council adoption is a resolution accepting the street sections offered for dedication by the Official Plat of Regency Park II Phase B1. The public improvements constructed by Regency Park Homes, Inc., have been reviewed and approved by staff and may now be accepted by resolution. Staff recommends Council adoption of the attached resolution.

- B.16 Resolution No. \_\_\_\_\_ (For Possible Action): Resolution accepting streets including a portion of Neumann Drive, a portion of Durham Drive, a portion of Leiden Drive, and Alfred Court, as part of Regency Park II Phase B2. (Street Fund) [Ward 4]

**Summary:**

For Council adoption is a resolution accepting the street sections offered for dedication by the Official Plat of Regency Park II Phase B2. The public improvements constructed by Regency Park Homes, Inc., have been reviewed and approved by staff and may now be accepted by resolution. Staff recommends Council adoption of the attached resolution.

- B.17 Resolution No. \_\_\_\_\_ (For Possible Action): Resolution Accepting Streets Regency Park II Phase B3. A portion of Neumann Drive and a portion of Fredonia Drive. (Street Fund) [Ward 4]

**Summary:**

For Council adoption is a resolution accepting the street sections offered for dedication by the Official Plat of Regency Park II Phase B3. The public improvements constructed by Regency Park Homes, Inc., have been reviewed and approved by staff and may now be accepted by resolution. Staff recommends Council adoption of the attached resolution.

- B.18 Resolution No. \_\_\_\_\_ (For Possible Action): Resolution donating Council Discretionary Funds to MidTown Reno Foundation in support of initiatives, such as the MidTown snowflakes, that promote community development, economic growth, and cultural vibrancy from Councilmember Martinez (\$1,000) and Councilmember Reese (\$400) in the total amount of \$1,400.[Martinez] [Reese] (General Fund)

**Summary:**

Councilmember Martinez (\$1,000) and Councilmember Reese (\$400) would like to allocate \$1,400 from Council Discretionary Funds assigned for fiscal year (FY) 25/26 to Midtown Reno Foundation. Discretionary funds are allocated to each Council member each FY to be used to help support the initiatives of local 501(c)(3) nonprofit organizations.

**C Department Items**

- C.1 Presentation on recently completed Regional Transportation Commission (RTC) studies and initiatives, including the RTC Maintenance Needs Study and the Guinn Center Bridging the Gap Policy Report, along with other current street and highway projects. - Bill Thomas, RTC Executive Director (For Discussion Only) [Guest Presentation]

**Summary:** NO SUMMARY

- C.2 Staff Report (For Possible Action): Approval of the Seventh Amendment to the to the Agreement dated June 13, 2012 between the United States Bowling Congress (USBC), Reno-Sparks Convention and Visitors Authority (RSCVA), and the City of Reno to adjust the future schedule at the National Bowling Stadium (NBS) and other matters properly related hereto.

**Summary:**

The United States Bowling Congress (USBC) and the Reno-Sparks Convention and Visitors Authority (RSCVA) have requested an amendment to their current Agreement. The proposed USBC Seventh Amendment extends the original Agreement currently set to expire in 2033, for an additional five (5) years through

2038. The amendment modifies the tournament schedule, increases the per bowler site fee, removes the damages clause if USBC cancels a tournament, and allows for food and beverage profit sharing with RSCVA and USBC. USBC's request was approved by the RSCVA Board at its regularly scheduled meeting on Thursday, October 23, 2025. Approval by both the RSCVA and City of Reno is necessary for the Amendment to become effective.

## **D Public Hearings - 10:00 AM**

- D.1 Ordinance Introduction – Bill No. \_\_\_\_\_ (For Possible Action): Case No. LDC26-00011 (South Valleys Park Zoning Map Amendment) - A request has been made for a zoning map amendment from the Mixed-Use Suburban (MS) zoning district to the Parks, Greenways, and Open Space (PGOS) zoning district. The ±69.2-acre site is located on the east side of Wedge Parkway, ±800 feet south of Arrowcreek Parkway and is bound by Whites Creek Lane and Interstate 580 on the south and South Virginia Street on the east (South Valleys Regional Park). The subject site has a Master Plan land use designation of Parks, Greenways, and Open Space (PGOS). [Ward 6]

### **Summary:**

This is a request for a zoning map amendment from Mixed-Use Suburban (MS) to Parks, Greenways, and Open Space (PGOS) on a ±69.2 acre site consisting of two parcels. The current MS zoning district does not conform to the Parks, Greenways, and Open Space (PGOS) Master Plan land use designation. Key issues related to this request include: compatibility of the proposed zoning with surrounding zoning districts and conformance with the Master Plan. Staff and the Planning Commission recommend approval of the application.

- D.2 Ordinance Introduction – Bill No. \_\_\_\_ (For Possible Action): Case No. LDC26-00013 (Luella Garvey House Historic Resource Designation) Ordinance to amend Title 18, Chapter 18.02 of the Reno Municipal Code, entitled “Zoning,” rezoning a ±0.36 acre site from Professional Office (PO) to Professional Office (PO) with the Historic Landmark (HL) overlay zoning district. The subject property is located at 589/599 California Avenue and has a Master Plan land use designation of Suburban Mixed-Use (SMU). [Ward 1]

### **Summary:**

The Luella Garvey House was constructed in 1934 as the earliest Reno commission of the noted African American architect Paul Revere Williams. The property has been listed on the National Register of Historic Places (NRHP) since 2004, and the applicant is requesting the local Historic Resource Designation. The Historical Resources Commission (HRC) unanimously recommended that the City Council; 1) add the property to the City Register by accepting the historic resource

designation nomination, and 2) adopt the Historic Landmark (HL) overlay zoning district for the subject site by ordinance. Staff and the HRC recommend acceptance of the nomination and adoption of the zoning map amendment.

- D.3 Staff Report (For Possible Action): Case No. LDC26-00008 (High Sierra Gas) A request has been made for a conditional use permit to allow a propane storage and distribution facility exceeding the 10,000 pound threshold for propane per Nevada Revised Statutes Chapter 459. The ±66.81 acre site is located on the northwest corner of Lear Boulevard and Stead Boulevard. The site is zoned Industrial (I) and has a Master Plan land use designation of Industrial (I). [Ward 4]

**Summary:**

This is a request for a conditional use permit (CUP) to allow a propane storage and distribution facility located on a ±66.81-acre site on the northwest corner of Lear Boulevard and Stead Boulevard. The Reno Zoning Code requires review and approval of a conditional use permit by both the Planning Commission and City Council for projects that contain hazardous substances. The Planning Commission considered the item on October 15, 2025, and recommended approval by a vote of 7-0. The Planning Commission recommends that Council approve the conditional use permit, subject to the conditions in the staff report.

**E Ordinances - Introduction**

**F Ordinances - Adoption**

**G Board, Commission, or Committee Appointments**

- G.1 Staff Report (For Possible Action): City Council annual election of Vice Mayor from the following list of Council Members, listed in alphabetical order: Brandi Anderson, Naomi Duerr, Meghan Ebert, Miguel Martinez, Devon Reese, or Kathleen Taylor.

**Summary:**

Pursuant to Section 3.010 (2) of the Reno City Charter, “At the first regular City Council meeting in November of each year or whenever a vacancy occurs in the office of Vice Mayor, the City Council shall elect one of the Council Members to be Vice Mayor.

That person:

- (a) Holds that office and title, without additional compensation, for a term of one year or until removed after a hearing for cause by a vote of six-sevenths

of the City Council or the office otherwise becomes vacant.

(b) Shall perform the duties of Mayor during the absence of the Mayor.

(c) Shall act as Mayor if the office of Mayor becomes vacant until the vacancy is filled pursuant to Section 1.070 of this Charter.”

G.2 Staff Report (For Possible Action): Discussion and potential appointment of up to five individuals to the Arts and Culture Advisory Board from the following pool of applicants, listed in alphabetical order: Anthony Alston, Rebecca Amezcua, Megan Bavaro, Rosine Bena-Porter, Christine Bingham, Robert Broili, Nicole Carstensen, Taylor Chase, Tom Crist, Larry DeVincenzi, Danielle Dolan, Stephen Emmerich, Brian Erbis, Rachel Farrell, Natalie Katsaros, Norman Lamont, Stephanie Mazza, Tanya Nawrocki, Melissa Olsen, Megan O'Reilly, Sarah Peters, Megan Rupnik, Shari Sanders, Joel Seidman, Lain Snyder, Nisha Steward, Nohemy Velasco, Canyon Webb, Suzanne Williams.

**Summary:**

There are currently five vacancies on the Arts and Culture Advisory Board. Staff has received applications from: Anthony Alston, Rebecca Amezcua, Megan Bavaro, Rosine Bena-Porter, Christine Bingham, Robert Broili, Nicole Carstensen, Taylor Chase, Tom Crist, Larry DeVincenzi, Danielle Dolan, Stephen Emmerich, Brian Erbis, Rachel Farrell, Natalie Katsaros, Norman Lamont, Stephanie Mazza, Tanya Nawrocki, Melissa Olsen, Megan O'Reilly, Sarah Peters, Megan Rupnik, Shari Sanders, Joel Seidman, Lain Snyder, Nisha Steward, Nohemy Velasco, Canyon Webb, Suzanne Williams. The term of appointment will be from November 12, 2025 through November 11, 2028.

G.3 Staff Report (For Possible Action): Discussion and potential appointment of up to four individuals to the Reno Urban Forestry Commission (RUFC) from the following pool of applicants, listed in alphabetical order: Susan Kaiser, Brooklyn Oswald, William Reich, and Joseph Tuvell.

**Summary:**

There are currently four vacancies on the Reno Urban Forestry Commission (RUFC). Staff received applications from Susan Kaiser, Brooklyn Oswald, William Reich, and Joseph Tuvell. The term of appointment is for the period of November 12, 2025 through November 11, 2028.

G.4 Staff Report (For Possible Action): Discussion and potential reappointment/appointment of up to six individuals to the Youth City Council from the following pool of applicants, listed in alphabetical order: Lily Bridges, Zander

Huckleberry, Geo Kim, Tristan Martinez Valcher, Daisy Miller (reappointment), Isabella Tran, Annie Zhu.

**Summary:**

There are currently six vacancies on the Youth City Council. Staff has received applications from Lily Bridges, Zander Huckleberry, Geo Kim, Tristan Martinez Valcher, Daisy Miller, Isabella Tran, Annie Zhu. The term of appointment will be from November 12, 2025, through November 11, 2027.

**H Mayor and Council**

H.1 City Council Comments, including announcements regarding City boards and commissions, activities of local charitable organizations and upcoming local community events. (Non-Action Item)

**I Public Hearings - 6:00 PM**

**J Public Comment**

J.1 Public Comment

**K Adjournment**