



C I T Y O F
RENO
Memorandum

DATE: November 24, 2025
TO: Mayor and City Council
THROUGH: Jackie Bryant, City Manager
FROM: Tyler Shaw, Agenda Manager
DEPT: City Manager's Office
SUBJECT: 12/10/2025 City Council Meeting Draft Agenda Memo

A handwritten signature in black ink, appearing to read 'Tyler Shaw', positioned to the right of the 'THROUGH' field.

This memo is intended to provide an overview of the anticipated agenda for the City Council Meeting on Wednesday, December 10, 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, and NRS 232.2175 at 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) – 10 December 2025

A.5 Approval of the Minutes

A.5.1 Reno City Council - Regular - November 12 at 10:00 AM (For Possible Action)

B Consent Agenda (All consent items may be approved together with a single motion, be taken out of order, and/or be heard and discussed individually. Any items pulled from the consent agenda will be heard at the discretion of the presiding officer.)

B.1 Staff Report (For Possible Action): Approval of Privileged Business License – On-Premises Alcohol, Cabaret (Change of Location) – La Esquina, Victor Cedonio Jr., 310 Spokane Street. [Ward 1]

Summary:

This is an application (R153936Q-AMD-2025a) by La Esquina for on-premises alcohol and cabaret. Formerly located at 821 East 6th Street, the business is moving to 310 Spokane Street. The business is located in Ward 1 (Exhibit A) and the zoning designation is Mixed-Use Urban (MU) zone. Planning comments note that bar, lounge, or tavern is an allowed use in this zone and permitted to operate 24 hours a day. Additionally, accessory live entertainment is permissible inside from 10:00 a.m. to 11:00 p.m. with all doors and windows closed after 10:00 p.m. Outdoor entertainment is allowed from 10:00 a.m. to 10:00 p.m. Staff recommends that Council approve the privileged business license application.

B.2 Staff Report (For Possible Action): Approval of Privileged Business License – Dining Room Wine and Beer (Change of Ownership) – Tierra y Sazon, Josue Gutierrez, Lillian Gutierrez, Eva Gutierrez, 1020 South Wells Avenue. [Ward 3]

Summary:

This is an application (R166856Q-APP-2025) for a change of ownership by Tierra y Sazon for dining room wine and beer. The business is located at 1020 South Wells Avenue in Ward 3 (Exhibit A) and the zoning designation is General Commercial (GC). Planning comments note that an existing restaurant with alcohol service is an existing allowed use in this zone and permitted to operate from 6:00 a.m. to 11:00 p.m. Staff recommends that Council approve the privileged business license application.

- B.3 Staff Report (For Possible Action): Approval of Privileged Business License – Restricted Gaming (New) – Pine Ridge Tavern, Bruce Familian, 7665 Town Square Way, Unit 101. [Ward 5]

Summary:

This is an application (R166815G-APP-2025) by Pine Ridge Tavern for 15 slot machines. The business is located in Ward 5 (Exhibit A) and the zoning designation is Sommerset Planned Unit Development (PUD) Village 1 Town Center. Planning comments note that restricted gaming as an accessory use is an allowed use in this zone and permitted to operate from 6:00 a.m. to 11:00 p.m. The Nevada Gaming Commission will review the gaming application on December 18, 2025. Staff recommends that Council approve the privileged business license application.

- B.4 Staff Report (For Possible Action): Approval of Privileged Business License – Restricted Gaming (New) – Stellar’s Lounge & Grill, Bruce Familian, 7665 Town Square Way, Unit 104. [Ward 5]

Summary:

This is an application (R166799G-APP-2025) by Stellar’s Lounge & Grill for 15 slot machines. The business is located in Ward 5 (Exhibit A) and the zoning designation is Mixed-Use Suburban (MS). Planning comments note that restricted gaming as an accessory use is an allowed use in this zone and permitted to operate from 6:00 a.m. to 11:00 p.m. The Nevada Gaming Commission will review the gaming application on December 18, 2025. Staff recommends that Council approve the privileged business license application.

- B.5 Staff Report (For Possible Action): Approval of Privileged Business License – Package Alcohol (Change of Ownership) – Summit Energy Holdings, Jeffrey Morlan, 18500 Wedge Parkway. [Ward 6]

Summary:

This is an application (R166242Q-APP-2025) for a change of ownership by Summit Energy Holdings for package alcohol. The business is located at 18500 Wedge Parkway in Ward 6 (Exhibit A) and the zoning designation is General Commercial (GC). Planning comments note that an existing convenience store with packaged alcohol is an allowed use in this zone and may operate from 6:00 a.m. to 11:00 p.m. Staff recommends that Council approve the privileged business license application.

- B.6 Staff Report (For Possible Action): Approval of Privileged Business License – Alcohol Catering (New) – Tipsy Twins Mobile Bar & Events, Carl Linville, Not in City.

Summary:

This is an application (R166887Q-APP-2025) by Tipsy Twins Mobile Bar & Events for alcohol catering. The business is based in Sparks, Nevada. Staff recommends that Council approve the privileged business license application.

- B.7 Staff Report (For Possible Action): Approval of Contract for Independent Contractor Services Between the City of Reno, on behalf of the Reno Police Department, and Motorola Solutions, for BRINC MSI Take Off Program, DFR, Drone as a First Responder, for a term of six years, for a total amount not to exceed \$1,919,980 (Year 1, No Charge; Year 2, \$319,996; Years 3-6 \$399,996 Annually). (General Fund)

Summary:

In conjunction with the Real Time Information Center and to expand and expedite police response to high priority calls for service, the Reno Police Department has partnered with BRINC to deploy four Drone as a First Responder in the City of Reno. Drone as First utilizes strategically positioned drones operated by remote pilots to provide advanced air support capabilities. These drones are designed to arrive on scene ahead of traditional patrol units, delivering real-time situational awareness and enhancing response effectiveness. The BRINC MSI Take Off Program will allow the Reno Police Department to deploy Drone as a First Responder at no cost for the first year, with the flexibility to adapt the program to meet our needs in following years. During the pilot program, we will also explore partnerships with Reno Fire, Washoe County Emergency Management, and other City of Reno Departments.

- B.8 Staff Report (For Possible Action): Award of Contract to West Coast Paving, Inc. for the 2026 Permanent Patch Program in an amount not to exceed \$2,100,000. (Street Fund)

Summary:

The City's Permanent Patch Program ensures that streets are properly repaired after utility cuts and roadway work. This program creates a uniform, reliable process for making these pavement repairs so streets remain safe and in good condition. Staff conducted a public bid and received and opened three bids on November 13, 2025. West Coast Paving, Inc. submitted the best bid pursuant to the requirements established in NRS Chapter 338. The contract is an annual contract that may be extended if both the City of Reno and the Contractor agree to

a one-year extension. Staff recommends Council award the contract to West Coast Paving, Inc. in an amount not to exceed \$2,100,000.

- B.9 Staff Report (For Possible Action): Award of Contract to Summit Line Construction, Inc. for the Hilltop Park Ballfield Lights project in an amount not to exceed \$224,225. (RCT District 2) [Ward 5]

Summary:

Hilltop Park, located at 3950 Buckingham Square, has two ball fields with existing light structures. This project focuses on the northern ballfield where existing field lights are in deteriorating condition and present maintenance concerns. The Hilltop Park Ballfield Lights Project will replace the existing lights with new and updated field lights.

Four bids were received and opened on November 5, 2025. Summit Line Construction, Inc. submitted the lowest responsive and responsible bid pursuant to NRS 338.143. This project is approved in the FY26 Capital Improvement Plan (CIP), and funding was allocated through Residential Construction Tax (RCT) District 2. Construction will begin upon award and is anticipated to be completed by Spring 2026. Staff recommends Council award the contract to Summit Line Construction, Inc. in an amount not to exceed \$224,225, which includes a contingency for unforeseen issues during construction.

- B.10 Staff Report (For Possible Action): Authorization to purchase field lighting equipment for Hilltop Park from Musco Sports Lighting, LLC using Sourcewell Purchasing Contract #041123-MSL in the amount of \$162,398. (RCT District 2) [Ward 5]

Summary:

The ball field lights at Hilltop Park, located at 3950 Buckingham Square in Ward 5, are on the Parks and Recreation Capital Improvement Plan and identified in poor condition with a critical need for replacement. Staff recommends purchasing lighting equipment from Musco using Sourcewell Purchasing Contract #041123-MSL in the amount of \$162,398 to be funded from the Residential Construction Tax District 2.

- B.11 Staff Report (For Possible Action): Authorization to purchase a pre-fabricated bridge for Teglia's Paradise Park from Wheeler Lumber LLC by utilizing the joinder contract IFP 25-215 with City of St. George, UT, as allowed under NRS 332.195 in the amount of \$126,200. (RCT District 3) [Ward 3]

Summary:

Teglia's Paradise Park has a pedestrian bridge on the east side of the park that is

due for replacement and does not currently comply with ADA standards. This bridge is on the Parks Capital Improvement Plan and was identified as a high priority for replacement. Staff recommends purchasing a prefabricated bridge from Wheeler Lumber LLC by utilizing the joinder contract IFP 25-215 with City of St. George, UT, as allowed under NRS 332.195 in the amount of \$126,200 (Residential Construction Tax District 3).

- B.12 Staff Report (For Possible Action): Approval of Agreement with AtkinsRealis US, for development of the Phase 3 - Reno Storm Drain Master Plan in an amount not to exceed \$800,000. (Sewer Fund)

Summary:

This agreement with AtkinsRealis US (Atkins) is for professional services for the Reno Storm Drain Master Plan (SDMP), Phase 3 study. The SDMP Project performs a detailed stormdrain inventory assessment, develops models to analyze capacity, identifies deficiencies in the City's existing infrastructure, and helps refine the stormdrain Capital Improvement Projects (CIPs). The first two phases of the plan have been successfully completed in Southwest and South-Central Reno. This third phase will continue the storm drain inventory, CIP planning, and modeling in Northeast Reno. Staff recommends approval of the agreement with Atkins in the amount not to exceed \$800,000 (from the Sewer Fund).

- B.13 Staff Report (For Possible Action): Approval of Amendment No. 1 to Cooperative Agreement between the City and the State of Nevada, Department of Taxation extending the term of the existing agreement by five (5) years pertaining to all functions incident to the administration of any money pledged pursuant to NRS 271A.070 attributable to the City of Reno, Nevada, Tourism Improvement District No. 2009 (Tessera [Apple]).

Summary:

The proposed amendment extends the term of the existing Cooperative Agreement by five (5) years to coincide with the statutory termination of the City of Reno, Nevada Tourism Improvement District No. 2009. Staff recommends City Council approve the proposed amendment.

- B.14 Staff Report (For Possible Action): Acceptance of subgrant award from Move United to support hosting a Disabled Hockey Coaching and Officials Clinic for a minimum of 15 participants who serve Veterans in the amount of \$6,602.

Summary:

The City of Reno provides year-round accessible recreation activities and is a Chapter member of Move United. For that reason, Move United applied for and received a Department of Veterans Affairs (VA) Training Grant to support hosting

a Disabled Hockey Coaching and Officials Clinic to a minimum of 15 participants who serve Veterans. The City of Reno received a subgrant award in the amount of \$6,602 to support hosting this clinic. Staff recommends Council accept the subgrant award.

- B.15 Staff Report (For Possible Action): Acceptance of donation from WYZE Labs, Inc. to the Reno Police Department of 250 WYZE Security Cameras, valued at \$7,031.81, to be used to assist victims of crime.

Summary:

WYZE Labs, Inc. has graciously donated 250 WYZE security cameras valued at \$7,031.81 to the Reno Police Department's Victim Services Unit. WYZE has consistently been a supporter of assistance to crime victims. These cameras will be used to enhance victim safety by providing additional surveillance, deterrence, and evidence related to Domestic Violence and Stalking/ Harassment cases. This donation will support efforts to protect vulnerable community members without incurring costs to the City.

- B.16 Resolution No. ____ (For Possible Action): Resolution granting 18 Arts and Culture Event Grants for 2026: \$6,323 to Pioneer Center for the Performing Arts; \$6,253 to Latino Arte and Culture; \$6,113 to The Holland Project; \$6,113 to Nevada Humanities Inc.; \$5,763 to Asian Community Development Council; \$5,693 to Artown; \$5,343 to Wickedwayz; \$5,203 to Reno Jazz Orchestra; \$4,383 to Arts for All Nevada; \$4,465 to Lake Tahoe Shakespeare Festival; \$5,063 to Nevada Museum of Art Inc.; \$5,063 to High Desert Radio Project (KWNK); \$2,351 to Laika Press; \$4,783 to Sierra Nevada Ballet; \$4,783 to Northern Nevada Rural Concert Initiative; \$4,713 to Reno Philharmonic Association Inc.; \$4,643 to Holy Cross Lutheran Church; \$4,433 to Sweet Adelines International (High Desert Harmony) for a total of \$91,484. (Room Tax)

Summary:

On November 17, the Arts and Culture Advisory Board (ACAB) reviewed the ranking and scoring by the grant review panel of 19 Arts and Culture Event Grant applications for calendar year 2026. The ACAB recommended funding 18 Arts and Culture Event Grants based on scoring in the amount of \$91,484. Staff recommends Council adoption of a Resolution and approval of the agreements to allocate \$91,484 to 18 nonprofit arts and culture organizations for purposes described below.

- B.17 Resolution No. ____ (For Possible Action): Resolution granting 17 Arts and Culture Project Grants for 2026: \$5,623 to Arts for All Nevada; \$5,553 to Build Our Center; \$5,483 to Asian Community Development Council; \$5,413 to Latino Arte and Culture; \$5,413 to Lake Tahoe Shakespeare Festival; \$5,413 to Pioneer

Center for the Performing Arts; \$5,413 to High Desert Radio Project (KWNK); \$5,343 to Reno Philharmonic Association Inc.; \$5,343 to Laika Press; \$5,343 to David J. Drakulich Art Foundation for Freedom of Expression; \$5,133 to Nevada Museum of Art Inc.; \$5,133 to The Holland Project; \$5,063 to Sierra Nevada Ballet; \$4,923 to Reno Jazz Orchestra; \$4,853 to A.V.A. Ballet Theatre; \$4,643 to Reno Little Theater; \$4,503 to Bruka Theater of the Sierra Inc. for a total amount of \$88,591. (Room Tax)

Summary:

On November 17, 2025, the Arts and Culture Advisory Board (ACAB) reviewed the ranking and scoring by the grants review panel of 20 Arts and Culture Project Grant applications for calendar year 2026. The ACAB recommended funding of 17 Arts and Culture Project Grants based on scoring in the amount of \$88,591. Staff recommends Council adoption of a Resolution and approval of the agreements to allocate \$88,591 to 17 nonprofit arts and culture organizations for purposes described below.

- B.18 Resolution No. _____(For Possible Action): Resolution donating Council Discretionary Funds to Friends of Wells in support of their mission to provide extensive community outreach to help struggling small and minority owned businesses located within the Wells Avenue corridor in the amount of \$2,000. (General Fund) [Martinez]

Summary:

Vice Mayor Martinez would like to allocate \$2,000 from Council Discretionary Funds assigned for fiscal year (FY) 25/26 to Friends of Wells. 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. Staff recommends approval of the Resolution to donate these funds.

C Department Items

- C.1 Washoe County Emergency Management River Park Defensible Space Program – Washoe County Emergency Management (WCEM) Intern Alayna Barrie. (For Discussion Only) [Guest Presentation]

Summary: NO SUMMARY

- C.2 Staff Report (For Possible Action): Acceptance of the opinion and findings of the Annual Comprehensive Financial Report (ACFR) for the fiscal year ending June 30, 2025, containing the auditor's opinion, auditor's required communications letter and approval of the plan of corrective action.

Summary:

The Annual Comprehensive Financial Report (ACFR), which contains the Auditor's Opinion for Fiscal Year (FY) ending June 30, 2025, has been completed and the findings and opinion therein contained are being presented to Council.

D Public Hearings - 10:00 AM (Items scheduled to be heard at a specific time will be heard no earlier than the stated time, but may be heard later.)

E Ordinances - Introduction (Other Ordinance, Introduction items may be found under the following agenda sections: Public Hearings, and/or Standard Department Items.)

F Ordinances - Adoption

G Board, Commission, or Committee Appointments

G.1 Staff Report (For Possible Action): Discussion and potential appointment of up to two individuals to the Youth City Council from the following pool of applicants, listed in alphabetical order: Autumn Karr, Colin Pilcher, Annie Zhu and Huckleberry Zander.

Summary:

There are currently two vacancies on the Youth City Council. Staff has received applications from Autumn Karr, Colin Pilcher, Annie Zhu and Huckleberry Zander. The term of appointment will be from December 10, 2025, through December 9, 2027.

G.2 Staff Report (For Possible Action): Discussion and potential appointment or reappointment of up to two individuals to the Financial Advisory Board from the following pool of applicants, listed in alphabetical order: Dalton Carson, Daren McDonald (Reappointment), Theo Nicholas, and John Zanoni.

Summary:

There are currently two (2) vacancies on the Financial Advisory Board (FAB). Staff has received applications from Dalton Carson, Daren McDonald, Theo Nicholas, and John Zanoni.

The FAB met on November 13, 2025, and recommended the reappointment of Daren McDonald. The term appointment will be Mr. McDonald's second

appointment to the FAB and will be from December 10, 2025 through December 9, 2030.

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 (Items scheduled to be heard at a specific time will be heard no earlier than the stated time, but may be heard later.)

J Public Comment

J.1 Public Comment

K Adjournment (For Possible Action)