

AGENDA

Capital Projects Surcharge Advisory Committee Hybrid Meeting

Reno City Hall, 7th Floor Caucus Room
1 East First Street, Reno, NV 89501

Tuesday, March 12, 2024

2:30 p.m.

Members:

Miguel Martinez
Devon Reese
Hillary Schieve

Bryan Carano
Jonathan Boulware

Staff Liaison: Kerrie Koski

Public Notice: This agenda has been physically posted in compliance with NRS 241 (notice of meetings) at Reno City Hall – 1 East First Street, Reno, Nevada 89501. In addition, this agenda has been electronically posted in compliance with NRS 241 at <https://www.reno.gov>, and NRS 232 at <https://notice.nv.gov/>. To obtain further documentation regarding posting, please contact the City Clerk's Office at (775) 334-2030 or cityclerk@reno.gov.

This meeting will be held at Reno City Hall (One East First Street, Reno, Nevada 89501) in the 7th Floor Caucus Room and via the Zoom video conference platform.

Members of the public wishing to attend the meeting may do so at the designated physical location or may hear, observe, and provide public comment virtually by pre-registering using the following link which will provide the Webinar ID and call-in phone number:

<https://links.reno.gov/CapProjAdv-03-12>

You can also join the meeting by typing <https://zoom.us/join> into your computer browser and entering the Webinar ID: 830 0635 4800. NOTE: This option will require a computer with audio and video capabilities. Alternatively, you can join the meeting by telephone only by dialing 1 (669) 444-9171, entering the Webinar ID: 830 0635 4800, and pressing #.

Accommodation: The City of Reno, in compliance with the Americans with Disabilities Act, wishes to make all its public meetings accessible to the public. Persons who require special accommodation or assistance in attending this meeting may contact the City Clerk's Office at (775) 334-2030 at least 48 hours in advance so that arrangements can be made.

Supporting Material: Staff reports and supporting material for the meeting are available by contacting Kerrie Koski at (775) 334-3304 or koskik@reno.gov, and on the City's website at

<https://www.reno.gov/meetings>. Pursuant to NRS 241, supporting material is made available to the general public at the same time it is provided to the public body.

Order of Business: The presiding officer shall determine the order of the agenda and all questions of parliamentary procedure at the meeting. Items on the agenda may be taken out of order. The public body may combine two or more agenda items for consideration, remove items from the agenda, and/or delay discussion on or continue scheduled agenda items at any time. Items scheduled to be heard at a specific time will be heard no earlier than the stated time but may be heard later.

Public Comment:

In-Person

Persons wishing to address the public body at the meeting shall submit a “Request to Speak” form to the presiding officer.

Virtual

Pursuant to NRS 241, persons not in attendance who wish to submit public comment may do so by (1) completing the online public comment form found at <https://www.reno.gov/publiccomment>; (2) sending an email to cityclerk@reno.gov; (3) leaving a voicemail at (775) 334-2030; or (4) during the virtual public comment period of the meeting.

To provide public comment via Zoom, log in to the Zoom webinar at the above link and utilize the “Raise Hand” feature during any public comment period. To provide public comment via telephone only, press *9 to “Raise Hand” and *6 to mute/unmute.

Public comment is limited to three (3) minutes per person. Unused time may not be reserved by the speaker, nor allocated to another speaker. No action may be taken on a matter raised under general public comment until the matter is included on a subsequent agenda as an action item. Comments received prior to 4:00 p.m. on the day preceding the meeting will be transcribed, provided to the public body for review, and entered into the record. Comments received after 4:00 p.m. on the day preceding the meeting will be provided to the public body for review prior to adjournment and entered into the record.

A Introductory Items

A.1 Call to Order/Roll Call

A.2 Public Comment – This item is for either public comment on any action item or any general public comment and is limited to no more than three (3) minutes for each commentator.

A.3 Approval of the Agenda (For Possible Action) – March 12, 2024

A.4 Approval of the Minutes (For Possible Action) – December 19, 2023

A.5 Council Liaison Report – Item for general announcements and informational items only. No action may be taken on this item.

B Business Items

B.1. Update on the financial status of the Capital Projects Surcharge Fund. (For Information Only)

B.2. Presentation, discussion, and direction to staff on potential opportunities to increase revenues in the Capital Projects Surcharge Fund. (For Possible Action)

B.3. Update on the new Reno Event Center Coordinator. (For Information Only)

B.4. Update on Esports at the National Bowling Stadium. (For Information Only)

B.5. Update on the status of the National Bowling Stadium Fence Project. (For Information Only)

B.6. Update on the status of the digital outdoor sign replacement at the Reno Event Center. (For Information Only)

B.7. Update on the status of the National Bowling Stadium repairs and preventative maintenance to roof tiers 3, 4, 5 project. (For Information Only)

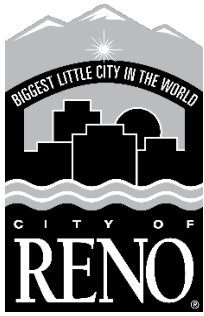
B.8. Update on the status of the National Bowling Stadium Uninterruptable Power Supply (UPS). (For Information Only)

C Board/Commission/Committee Member Reports and Announcements – Limited to items that do not appear elsewhere on the agenda. No action may be taken on this item.

D Future Agenda Items – Discussion of items for future agendas. No action may be taken on this item.

E Public Comment – This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

F Adjournment (For Possible Action)



Reno Capital Projects Surcharge Advisory Committee Hybrid Meeting

Minutes

Tuesday, December 19, 2023
11:30 A.M. – 12:30 P.M.
Reno City Hall
12th Floor Conference Room
One East First Street
Reno, NV 89501

Members

Miguel Martinez
Devon Reese
Hillary Schieve

Bryan Carano
Jonathan Boulware
Staff Liaison: Kerrie Koski

A. Introductory Items

A.1 Call To Order/Roll Call

Reno City Clerk Mikki Huntsman called the meeting to order at 11:38 a.m.

Present: Martinez, Reese, Schieve, Carano, Boulware.

Absent: None.

A.2 Public Comment – This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

None.

A.3 Approval of the Agenda (For Possible Action) – December 19, 2023

Member Reese moved to approve the December 19th, 2023, Capital Projects Surcharge Advisory Committee Agenda. Member Boulware seconded the motion. The motion carried unanimously.

A.4 Approval of the Minutes (For Possible Action) – January 25, 2023, and June 29, 2023

Member Reese moved to approve the January 25, 2023, and June 29, 2023, Capital Projects Surcharge Advisory Committee Minutes. Member Carano seconded the motion. The motion carried unanimously.

A.5 Staff Liaison Report – Item for general announcements and informational items only. No action may be taken on this item.

None.

B. Business Items

B.1 Update on the financial status of the Capital Projects Surcharge Account – Vicki Van Buren, Finance Director. (For Information Only)

Director of Finance Vicki Van Buren noted that in past meetings, Member Reese requested background information regarding the financial side of the capital projects surcharge account. She gave a presentation about where the money came from and where it went. She explained the surcharge was a flat rate per night, not a gross percent amount, so there were not as many rooms available. She displayed a map she obtained from the Reno-Sparks Convention & Visitors Authority (RSCVA) and informed the blue area was the boundary of the surcharge area. In reviewing the \$2 Room Surcharge History slide graph, she noted a decline in 2018, which she believed was a result of the Renaissance Hotel opening. She noted the Renaissance Hotel did not have gaming, so its guests did not pay the surcharge. She said the City would need more rooms for the fund to grow. She pointed out the decline in 2020, 2021, and 2022 which was a result of the pandemic. There were no expenditures in 2021 and 2022 because the City shut down capital projects while the impact of the pandemic was determined. She explained that in 2023, the revenues normalized at around \$1.2 million per year.

Ms. Van Buren recalled Member Reese asking what the revenue would look like if the room surcharge was increased. Ms. Van Buren stated that for every additional dollar charged, the City would see an increase of approximately \$600,000. She noted the \$1.2 million per year in revenue was fairly stable, and she did not anticipate that amount to change. Member Reese asked what the current amount was in the account. Ms. Van Buren replied the account balance was \$2.6 million; however, that amount had been accumulated over time because the City had not done many projects lately.

B.2 Review, discussion, and direction to staff on National Bowling Stadium (NBS) and Reno Events Center (REC) capital maintenance and capital improvement priorities and potential impacts to the Capital Projects Surcharge account for FY 2024 through FY 2028. (For Possible Action)

Director of Public Works Kerrie Koski gave a presentation. She reviewed the upcoming United States Bowling Congress (USBC) Tournament schedule for 2024 through 2033, noting the open championships referred to men's and women's tournaments. She explained the City had a contract with USBC, with a commitment to replace the bowling lanes by 2029. She informed that staff worked with the Reno-Sparks Convention & Visitors Authority (RSCVA) to prepare a five year look at capital priorities for the National Bowling Stadium (NBS) and the Reno Events Center (REC). She noted the NBS and the REC were owned by the City and certain capital maintenance needed to occur before devastating problems happened in the facilities. The Capital Priorities and Fund Balance Forecast slide chart listed years that staff thought certain things should occur. She explained that in 2023, there were some contractual items that needed to be completed regarding the video wall.

Ms. Koski said the first line item in 2024 was for the NBS scoreboard, which included some interior maintenance that needed to occur. She noted the exterior fencing at the NBS was approved by the committee and was set to begin soon. She explained the uninterruptible power supply (UPS) for the small board needed to be replaced at the NBS. She recalled there were major issues with the board at the last event, which included the power going out and the UPS being non-existent. The RSCVA put in temporary generators to keep the event going. For the years of 2025 through 2028, staff included items on the graph that had been determined by the committee as priorities. She noted after all the project costs had been estimated, there was not much funding left.

Ms. Koski informed the City was beginning to move into its budget cycle, and staff had put together wish lists of things for the Capital Improvement Plan over the next several years. She planned to incorporate the chart she presented to the committee into the Capital Improvement Plan, and noted she could add anything the committee felt needed to be included. She noted the fund balance dwindled in 2028 to approximately \$24,000. She believed the City tried to keep no less than \$250,000 in the account. She recalled the committee previously discussed using the fund for other things.

Member Carano inquired about which portions of the recommended items were contractual. Based on visual understanding it appears as though the 88 Lane Replacement by 2028 is the only contractual item. He asked for more clarification on the NBS roof repairs.

Ms. Koski informed a consultant prepared a report on the roof repairs that would be needed, so the City knew what to expect. She noted the same consultant was used for many of the City building facilities. Member Carano asked if that included the escalators and tech items. Ms. Koski said staff was working with the RSCVA team to refine that information and look at each individual item that needed to be addressed.

Member Reese recalled the fee was set up and therefore created by a statutory framework, which did not cut escalators or changes to conditions. He believed that back in 2017, nobody could have predicted there would be fewer casino-based properties downtown. He believed going back to the legislature to increase the \$2 fee was an option. He asked how the programming was done on the NBS and the REC.

Ms. Koski believed the City opened the programming up to other groups besides the bowling tournaments.

Trent LaFerriere, Reno- Sparks Convention & Visitors Authority Vice President of Facilities, said the King Pin Club was open for monthly tournaments and would continue doing that as long it did not interfere with other tournaments. This created extra income for the NBS. He informed a programming manager was hired at the REC who had a lot of experience in the field. He hoped the manager would bring in more concerts and shows.

Member Reese clarified that Trent was saying that the RSCVA was trying to find a person to run programming for REC. He recalled the committee spoke about hiring someone previously and wondered when the REC would have someone to program events.

Mr. LaFerriere believed the person would start December 28.

Member Reese thought that should be a topic to discuss at a future meeting.

Member Reese said the concept of spending money on other things had arisen in two contexts that were relevant to the committee. The first was questions about costs, refurbishment, redesign, or repurposing of the Reno Arch. He believed in the past, the City had done that; however, he did not see costs allocated for it in the Capital Improvement Budget. The second question was whether funds could be used to change the mauve color along the Riverwalk and in various places downtown. He noted he was not suggesting those two items were priorities, but he recalled they were two issues that had been used as an example of things that were contemplated for capital improvements. Ms. Koski said the account could be used for facilities for tourism and entertainment in the district within one mile. She believed sidewalk furniture would fall into that category. She noted there were many moving parts at the moment regarding Virginia Street placemaking, and the City was researching at a design for how that would look. She said staff could look into using the \$2 surcharge for those designs. Member Reese clarified that he was unsure how those two items ranked on the priority list. He thought the Reno Arch and the downtown streetscape were a priority for Mayor Hillary Schieve.

Member Boulware stated that it looked like a challenge and thought it could be something for the capital projects.

Ms. Koski agreed and mentioned that she listed the basic capital maintenance needs because those items were worth taking care of, so they did not cost the City more money. She recalled Director of Finance Vicki Van Buren's comment that increasing the \$2 fee by \$1 would give the City an extra \$600,000. Ms. Koski believed increasing the fee was one way to get additional things taken care of. She said approximately \$1.5 million was what the City would need in the future for maintenance and capital safety needs, such as the bollards around the REC.

Member Reese wondered if stretching certain repairs, like the roof repair in 2025, by one additional year could push the two items he previously mentioned up on the priority list. He was unsure of the costs related to the items, but he heard the undertaking of the Reno Arch would be expensive. He thought it was worth considering stretching some capital projects out additional years to in order to complete other capital projects. He assured that he trusted Ms. Koski's judgment on what things needed to be completed.

Member Carano stated that about 48,000 boarders came through the area, with 25,000 staying at the Row downtown. Depending on where the other people were staying, he noted the funds for their stays were going to other entities, such as the RSCVA. He proposed getting help from the RSCVA for some of the projects to help the capital fund.

Council Member Martinez thought help from the other entities could help make some of the projects more manageable. He noted the amount left by 2028 would be around \$24,000 which was only about 10 percent of what the committee was comfortable keeping in that budget. He said it was hard to conceptualize bringing the account down so much

by 2028. He asked if there were any possibilities that the upgrades staff wanted to happen during 2025 and 2028 could be deferred.

Member Reese noted not all things were cheaper if deferred a year. He gave the example of a person deferring a roof repair and the cost going up by the following year. He asked what amount was allocated in other funds that could be related to the surcharge fund. Ms. Koski said \$2 million was set aside for placemaking on Virginia Street. She said \$1.6 million was remaining of that amount because of a design that was coming to Council. She said staff would look at furniture for that area and noted there was an elaborate plan for the \$1.6 million. She assured that staff would research what projects could be deferred. Member Reese supported how staff laid out the budget. He agreed the City needed to have other entities help with projects. He was excited about the Programming Manager for the REC that would help plan events. Ms. Koski noted Mayor Schieve worked with the RSCVA and was an advocate for the RSCVA putting forth funds for projects. She recalled the RSCVA put in funds for scoreboards and carpet, and they were a good partner for the City. She thought discussions could be held with the RSCVA to see what additional projects it could help with.

Member Reese moved to approve staff recommendations, with the caveat that in the future staff look at including the Reno Arch and downtown streetscapes in the capital budgets. Member Boulware seconded the motion. The motion carried unanimously.

B.3 Update on the status of the National Bowling Stadium Fence Project. (For Information Only)

Public Works Senior Civil Engineer Justin George presented a PowerPoint and said the Bowling Stadium Events Project was brought to the committee at the last meeting. Staff estimated the cost of \$70,000 to install the fence. The low bid was submitted by Artistic Fence Company, and the City Council awarded the project to Artistic Fence Company at their December 6 meeting for \$59,032. Staff issued the Notice to Proceed on December 18, and contractors would install the fence in January.

B.4 Review, discussion, and direction to staff regarding the National Bowling Stadium uninterruptable power supply system for the scoreboards in the amount not-to-exceed \$500,000 from the \$2 Room Surcharge Fund. (For Possible Action)

Public Works Senior Civil Engineer Justin George presented a PowerPoint and said staff anticipated \$80,000 in repairs to the uninterruptable power supply (UPS) for the National Bowling Stadium (NBS). He noted the images on the NBS Uninterruptable Power Supply slide showed the power supply that provided backup for the power of the facility. If the power went out in the facility, the UPS would start up and provide power to the boards. The UPS had a battery backup system that would last a couple of hours. He noted that during the last tournament, the UPS was down and the RSCVA had to bring in a replacement unit to power the scoreboards. In order to get the system back for the next tournament, it would need to be replaced. He explained the unit would need to be sized appropriately and staff opined the unit could be downsized to try to provide more battery backup. He said staff was asking for an amount not to exceed \$500,000 to replace the UPS system, which needed to be done prior to March 1, 2024. He noted it was a tall ask

for the contractors to work with less, but he believed the City had great partners that would work with them to get the system replaced. He noted the amount asked for included funds to work with an electrician to identify if it was possible to tie the system to a generator. He explained that the system was currently not tied to a generator and relied solely upon the battery backup. He was unsure why the system was not tied to a generator originally, but staff wanted to look at getting it tied in.

Member Boulware asked staff if the boards and lanes are tied to the generator.

Mr. George clarified that the power for the screen was solely reliant upon the battery. He informed the board that bids were expected to be submitted that Friday and the contract would be written. He noted the City's contractor partners had indicated there were bids available.

Member Reese moved to approve staff recommendations on Item B.4, Member Boulware seconded the motion. The motion carried unanimously.

B.5 Update on the status of the digital outdoor sign replacement at the Reno Event Center. (For Information Only)

Public Works Senior Civil Engineer Justin George presented a PowerPoint and said the digital outdoor sign replacement at the Reno Events Center (REC) was discussed at the previous meeting. He indicated staff was working with the Reno-Sparks Convention & Visitors Authority (RSCVA) to replace the outdoor sign. He explained staff looked to put the project out to bid after January 1.

Council Member Martinez asked if the replacement board was going to fill the same amount of visual space.

Mr. George said it would take up the same dimensions. He commented that staff was looking at getting something that was the same size so they did not have to get into the window or break structure. The intent was to get something that was similar in size, but with better functionality.

Member Carano asks if this was the item the City was splitting the cost for with the RSCVA.

Ms. Koski stated that funding was for the score boards not the digital outdoor sign.

B.6 Review, discussion, and direction to staff regarding the National Bowling Stadium repairs and preventative maintenance to roof tiers 3, 4, 5 in the amount not-to-exceed \$500,000 from the \$2 Room Surcharge Fund. (For Possible Action)

Public Works Senior Civil Engineer Justin George presented a PowerPoint and said late the previous year, the committee approved approximately \$100,000 for repairs to tiers 1 and 2. He said the tiers were repaired last year; however, during the repairs of tiers 1 and 2, it was found that tiers 3, 4, and 5 were in need of similar repairs. The difference between tiers 1 and 2 and tiers 3, 4, and 5, were that the caps on levels 3, 4, and 5 needed to be replaced with a new section of membrane to stop leaks from occurring. He

noted the previous replacements were done in a staggered manner. He said staff was repairing deficiencies and doing preventative maintenance in an attempt to extend the life of the roof. He commented that a project to do preventative maintenance would happen the following year. He said the estimated costs were not to exceed \$500,000.

Member Boulware moved to approve staff recommendations. Member Reese seconded the motion. The motion carried unanimously.

C. Board/Commission/Committee Member Reports and Announcements - Limited to items that do not appear elsewhere on the agenda. No action may be taken on this item.

None.

D. Future Agenda Items - Discussion of items for future agendas. No action may be taken on this item.

A reminder was given that Member Reese wanted an update on the Reno Events Center (REC) coordinator position once the person started. An update on Esports at the National Bowling Stadium (NBS) was requested for the next meeting. There was a request for a presentation regarding policy for a potential increase in the capital projects surcharge.

Member Reese recalled hearing there was increased programming going on in the King Pin Club at the NBS. He commented that he attended the Halloween haunted house at the NBS and wondered if the City gained any revenue from that event and where that money went.

Member Reese asked if the law could be changed to reflect a broader contribution group. The inquiry is specific to clarification on who specifically has to pay into the fund and if there was a need for legislative change, how and who would be responsible for seeking a change in that space.

E. Public Comment - This item is for either public comment on any action item or for any general public comment and is limited to no more than three (3) minutes for each commentator.

None.

F. Adjournment (For Possible Action)

Member Reese moved to adjourn the meeting at 12:27 p.m. Member Boulware seconded the motion. The motion carried unanimously.