

STAFF REPORT

Date: December 11, 2024

To: Mayor and City Council

Through: Jackie Bryant, Interim City Manager

Subject: Staff Report (For Possible Action): Presentation, discussion, and potential appointment of Jackie Bryant as City Manager and potential approval of the City Manager Employment Agreement effective December 11, 2024.

From: Cody Freeman, Human Resources Business Partner

Department: City Manager's Office – HR

Summary:

On April 8, 2024, Doug Thornley announced he would be leaving his role as Reno City Manager effective July 7, 2024. Article 3, Section 3.020 of the Reno City Charter requires any vacancy in the City Manager position to be filled no later than six months after the vacancy occurs. Council authorized a contract with Bob Murray & Associates to conduct an executive recruitment in June 2024. On December 4, 2024, Bob Murray and Associates provided an update on the recruitment progress and a summary from interviews with Council members who expressed high praise for Interim City Manager Jackie Bryant. Council directed staff and the executive recruiter to pause on the recruitment efforts and asked Ms. Bryant to consider a nomination to the City Manager position. A summary of the Employment Agreement (Reno City Manager) for approval includes compensation at an annual base salary of \$368,728.46, benefits, general business expenses, performance evaluation and salary review expectations, and termination and severance. Staff is seeking an appointment of Jackie Bryant as the next City Manager for the City of Reno and potential approval of the City Manager Employment Agreement effective December 11, 2024.

Alignment with Strategic Plan:

Governance and Organizational Effectiveness

Previous Council Action:

December 4, 2024 – Council received an update from Bob Murray & Associates regarding City Manager recruitment progress and provided direction to pause the search and asked that Interim City Manager Jackie Bryant consider an appointment to the position permanently.

August 14, 2024 – Council approved the use of the candidate brochure and recruitment strategy.

Council authorized Bob Murray & Associates to select up to five (5) top qualified candidates to be presented to the Council for consideration.

June 12, 2024 – Council appointed Jackie Bryant as Interim City Manager effective July 8, 2024.

June 5, 2024 – Gary Phillips from Bob Murray & Associates was presented as the executive recruiter that will handle the search for the City Manager. Council provided their vision on the recruitment process and their ideal candidate.

May 8, 2024 – Council provided direction and authorization to execute the next steps in the recruitment and selection process for the next City Manager and directed staff to retain the services of an independent executive recruitment firm.

Background:

Article 3, Section 3.020 of the Reno City Charter requires any vacancy in the City Manager position to be filled no later than six months after the vacancy occurs. On April 8, 2024, Doug Thornley announced he would be leaving his role as Reno City Manager effective July 7, 2024. Jackie Bryant was subsequently appointed the Interim City Manager to ensure continuity of City operations while staff worked with an external executive recruitment firm to find the City's next City Manager.

Bob Murray & Associates was retained to conduct the executive recruitment. Gary Phillips, principal recruiter for Bob Murray & Associates, conducted an executive search in accordance with Council direction and provided an update about the search on December 4, 2024.

Discussion:

On December 4, 2024, Council received an update on the recruitment efforts for the next Reno City Manager. After reviewing a competitive pool of candidates, the recruiter presented a summary of his findings, which narrowed the field to four (4) top candidates. In conversations with Mr. Phillips about the top candidates, several Council members expressed high praise for Ms. Bryant, recognizing her leadership and contributions to the City. Council recommended that Ms. Bryant be appointed to the City Manager position.

Ms. Bryant began her career as an attorney in 1995 after graduating from California Western School of Law. Her legal career initially focused on regulatory and administrative law. She was the managing attorney for the legal division at the Public Utilities Commission of Nevada for several years before moving to the Nevada Attorney General's Office as a Senior Deputy Attorney General advising and representing the Consumer Advocate on anti-trust and utility matters. Ms. Bryant represented the Nevada Division of Insurance during Nevada's implementation of the Affordable Care Act and prosecuted violations of the Nevada Insurance Code. During that time, she temporarily left the Division of Insurance to be the Governor's

General Counsel during the transition from Governor Gibbons to Governor Sandoval. Ms. Bryant subsequently practiced utility law in private practice before becoming the Deputy Chief of Staff for Governor Sandoval. She transitioned from the Governor's Office to the Second Judicial District Court Administrator and Clerk of Court before becoming an Assistant City Manager at the City of Reno in April 2021.

Upon appointment to City Manager, the City Council is required to approve an Employment Agreement (Reno City Manager), employing and appointing Jackie Bryant to the Office of the City Manager under the Reno City Charter. The "Agreement" has been reviewed by the City Attorney's Office and is compliant with City procedures, regulations, and Nevada Law, and outlines compensation at an annual base salary of \$368,728.46, benefits, general business expenses, performance evaluation and salary review expectations, and termination and severance. The "Agreement" also includes general provisions and the ICMA Code of Ethics with Guidelines.

Financial Implications:

The City Manager position is allocated in the yearly City of Reno budget.

Legal Implications:

Legal review completed for compliance with City procedures and Nevada law. This appointment and agreement would comply with the requirements of the Reno City Charter, Section 3.020(3), NRS 354.626(1), NRS 354.626(2)(e), and AB385.

Recommendation:

Staff recommends Council appoint Jackie Bryant as City Manager and approve the City Manager Employment Agreement effective December 11, 2024.

Proposed Motion:

I move to appoint Jackie Bryant as City Manager and approve the City Manager Employment Agreement effective December 11, 2024.

Attachments:

City Manager Employment Agreement OML Waiver