

## STAFF REPORT

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**Date:** June 12, 2024

**To:** Mayor and City Council

**Through:** Doug Thornley, City Manager

**Subject:** Staff Report (For Possible Action): Presentation, discussion, and potential appointment of Jackie Bryant as Interim City Manager effective July 8, 2024.

**From:** Norma Santoyo, Director of Human Resources

**Department:** City Manager's Office – HR

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**Summary:**

On April 8, 2024, City Manager Doug Thornley announced he would be leaving his role with the City of Reno, 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. While the recruitment process is taking place, staff recommends Council appoint Jackie Bryant as Interim City Manager, effective July 8, 2024.

**Alignment with Strategic Plan:**

Governance and Organizational Effectiveness

**Previous Council Action:**

There is no recent Council action relevant to this item.

**Background:**

On April 8, 2024, City Manager Doug Thornley announced he would be leaving his role with the City of Reno effective July 7, 2024.

**Discussion:**

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. The appointment of an Interim City Manager is a key step in ensuring continuity of City operations while the recruitment process is completed. The Interim City Manager position can be appointed by the current City Manager or Council prior to Manager Thornley's resignation date.

Jackie Bryant has been an Assistant City Manager for the City of Reno since April 2021. She

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.

Staff recommends Ms. Bryant be the Interim City Manager, effective July 8, 2024, while Human Resources works with an external executive recruitment firm to find the City of Reno's next City Manager.

Ms. Bryant's employment is governed by Resolution 9170, as are other management-level employees of the City of Reno. The resolution is silent on compensation for an interim or acting appointment. Therefore, compensation for this interim assignment is at the discretion of Council. A 15% salary increase is recommended for Ms. Bryant. This is supported by the City's practice for other employee groups and the complexity of this assignment. A 15% increase equates to an annual salary of \$332,448.

**Financial Implications:**

The increase in salary will be offset by salary savings for the City Manager vacancy after July 7, 2024.

**Legal Implications:**

Legal review completed for compliance with City procedures and Nevada law. This appointment would comply with the requirements of the Reno City Charter, Section 3.020(3).

**Recommendation:**

Staff recommends Council approve the appointment of Jackie Bryant as Interim City Manager, effective July 8, 2024.

**Proposed Motion:**

I move to approve the appointment of Jackie Bryant as Interim City Manager, effective July 8, 2024.

**Attachments:**