

STAFF REPORT

Date: August 28, 2024

To: Mayor and City Council

Through: Jackie Bryant, Interim City Manager

Subject: Resolution No. _____ (For Possible Action): Resolution of the Reno City Council Amending Resolution No. 9154, adopting an amended salary schedule for unrepresented hourly employees not covered by an employee-management contract or collective bargaining agreement, reflecting three annual three percent cost-of-living salary increases, implementing the results of a classification and compensation study, and adopting a corresponding salary increase for affected employees, to cost \$352,242 for fiscal year 24-25; \$537,841 for fiscal year 25-26; and \$740,524 for fiscal year 26-27; together with other matters properly relating thereto.

From: Norma Santoyo, Interim Assistant City Manager

Department: City Manager’s Office – HR

Summary:

The interim City Manager has requested that the Unrepresented Hourly salary schedule be increased by three percent (3.0%), effective the first full pay period in July 2024, July 2025, and July 2026, and the base salaries of unrepresented hourly employees be increased by the same amount effective on the same dates.

Additionally, the interim City Manager has requested the implementation of the City’s 2022 Classification and Compensation Study.

Consent Review	Yes	No
1. Is this item an annual or standard item that comes before Council for regular approval?	X	
2. Is this item an agreement required based on an item previously approved by Council?		X
3. Is this item included in the current budget approved and adopted by Council?		X
Other Considerations		
What percent of the total City budget does this item represent?	0.04%	

Alignment with Strategic Plan:

Governance and Organizational Effectiveness

Previous Council Action:

On July 14, 2023, Council adopted Resolution No. 9154, which amended Resolution No. 9052, thereby increasing the Unrepresented Hourly salary schedule by a net five-eighths percent (0.625%), irrespective of hire date.

Discussion:

The interim City Manager has requested that the Unrepresented Hourly salary schedule be increased by three percent (3.0%), effective the first full pay period in July 2024, July 2025, and July, 2026.

The interim City Manager has also requested the implementation of the City’s 2022 Classification and Compensation Study. The results of that study for Unrepresented Hourly employees are as follows:

Classification	Current Grade	New Grade
Admin Asst to the Mayor and Council	C22	C23
GIS Technician	C23	C24
Graphic Designer	C23	C24
Legal Secretary	C21	C23
Management Assistant	C25	C26
Program Assistant	C19	C20
Senior Legal Secretary	C23	C25

This group represents 56 employees.

Financial Implications:

The increase of 3 percent each year for three years, and the implementation of the City’s 2022 Classification and Compensation Study represents an additional \$352,242 for fiscal year (FY) 24-25; \$537,841 for FY 25-26; and \$740,524 for FY 26-27.

Legal Implications:

Legal review completed for compliance with City procedures and Nevada law.

Recommendation:

Staff recommends Council approve the Resolution adopting a cost-of-living increase for three years, the implementation of the City’s 2022 Classification and Compensation Study, and the amended Unrepresented Hourly salary schedule.

Proposed Motion:

I move to approve staff recommendation.

Attachments:

Unpresented Hourly Resolution