



C I T Y O F
RENO
Memorandum

DATE: November 4, 2024

TO: Mayor and City Council

THROUGH: Jackie Bryant, Interim City Manager

FROM: Cody Freeman, Human Resources Business Partner

DEPT: Human Resources

SUBJECT: Update on City Manager Recruitment Strategy and Process

This memo provides an update regarding the City Manager search being conducted by Gary Phillips of Bob Murray and Associates. The recruitment opened on September 23, 2024, and the application deadline was November 3, 2024.

Mr. Phillips is currently reviewing and screening the applicant pool to identify the most qualified candidates. As directed by Council on August 12, 2024, Mr. Phillips will present the resumes of up to five of the best qualified candidates for Council consideration at the Reno City Council meeting on November 20, 2024. Selected candidates will move forward into the next steps in the selection process.

The selected candidates will be invited to participate in virtual meet and greet sessions with each Council Member. These sessions will occur prior to December 5, 2024. Candidates will participate in a community meet and greet on December 5, 2024 at the new Public Safety Center. Community members will have an opportunity to provide feedback. Mr. Phillips will present this feedback to Council prior to final interviews.

Final interviews with Council will occur during the Special Council meeting scheduled for December 6, 2024.

Should you have any questions regarding the recruitment strategy and process, please contact Cody Freeman, Human Resources Business Partner at freemanc@reno.gov.