



ANNOUNCING AN OUTSTANDING  
CAREER OPPORTUNITY

# CITY OF DAVIS

*City Manager*

Davis is a University of California host city which is known for its pioneering work in environmental initiatives and new urbanist planning. The City of Davis provides its residents with a high quality of life and a safe and attractive small town atmosphere. Known as the most bicycle friendly town in the nation, Davis also offers a wide variety of intellectual, recreational, and cultural activities for its engaged citizenry.

Davis is a city oriented toward education at all levels. Davis is known throughout California for the excellence of its K-12 public school system. It is also home of UC Davis, which is one of the larger campuses in the UC system with over 32,000 students. The impact of this world-class university is seen throughout the community.



## The Community

Davis, California is a university-oriented city with a population of 66,570 which is located twenty minutes from the State Capitol Building and state government offices in Sacramento and an hour and twenty minutes from San Francisco. Davis is the host city for the University of California at Davis and is also the home for many professionals who work in Sacramento. It is known for its excellent city planning, an unusually vibrant downtown, high-quality and excellent schools, and its commitment to environmental awareness and progressive and socially innovative programs. The City's quality of life is reflected in its small town style, and it is well-known for energy conservation, environmental programs, green belts, parks, preservation of trees, bicycle paths, high bicycle ridership, and pedestrian friendly streets. Davis is also known for its educated public and engaged citizenry. The high-achieving local schools are complemented by the renowned University of California, Davis, all of which continue to make this a desirable location to work, reside, and enjoy life.

Davis has an extensive parks and open space network which includes 35 parks and more than 481 acres of improved developed landscape that is owned and maintained by the City. Serving as a crossroads for the community, downtown's Central Park includes the U.S. Bicycling Hall of Fame and the Davis Farmers' Market. The Farmers' Market is a regional draw that allows locals and visitors to buy fresh, local produce (often organic) directly from growers year-round twice per week.

The Davis community combines a blend of safe neighborhoods, convenient retail and service establishments, and cultural/recreational amenities for a variety of tastes. The area offers a myriad of cultural and entertainment attractions, including the Mondavi Center for the Performing Arts. A mecca for artists of many media, Davis features a community-built Art Center, more than a dozen private and public galleries, a monthly downtown "art-about", a weekly downtown "picnic in the park" during the months of March through November, a number of well-attended annual events, and the restored downtown Varsity Theater. Demonstrating the City's dedication to art in public places, publicly owned art can be seen in a walk around the lively downtown area.

Downtown Davis spans 32 blocks, and is home to approximately 750 retail, professional, and services business, including more than 70 restaurants and cafes, a dozen movie screens, and many art galleries and art venues. Downtown Davis is the vibrant cornerstone to the larger community.

As a multi-modal community, Davis has many forms of transportation available to its residents and working population. Strategically located off I-80, the community is well-served by Amtrak. The "Capitol Corridor" route is popular with daily commuters to Sacramento and the San Francisco Bay area. The restored Spanish style train depot and its surrounding area located in downtown Davis is the second busiest stop on the Capital Corridor, the 23rd most active Amtrak station in the U.S., and has become a hallmark in the region and a key amenity of the City.

### University of California, Davis

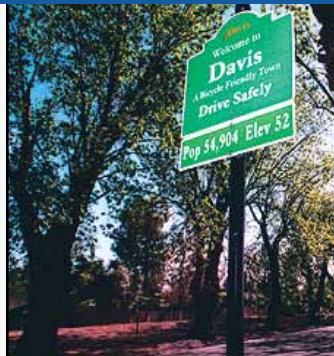
As one of ten campuses in the University of California system, UC Davis is among the nation's top research universities and has an enrollment of over 32,000 students on a campus of 5,300 acres located outside the City's incorporated area. The impact of this world-class university is seen throughout the community in many ways. As one of the largest employers in the region, UC Davis employs nearly 29,000 individuals. Within the City, one of every three employed residents works at UC Davis. The University's prestige attracts a distinguished faculty of scholars and scientists in all fields. In 2006, Davis was ranked second Most Educated City (in terms of percentage of residents with graduate degrees) by CNN Money Magazine.



## City Government

The City of Davis operates under the council-manager form of government with five Council Members elected at large for four-year terms. The City Council appoints the City Manager and the City Attorney, who serve at its pleasure. All other departments are under the authority of the City Manager as the chief executive of the City.

The City of Davis is a full service city, including police, fire, water supply, and water treatment services, with a total of 504 full-time equivalent employees. The approved 2010/2011 All Funds Budget is \$119.39 million. The City has a general fund budget of \$36.2 million and a capital budget of \$8.87 million. The projected General Fund Reserve Balance is \$4.63 million. The total budget for the Redevelopment Agency is \$8.22 million.



## The Position

The City Manager reports directly to the City Council, and is responsible for implementing Council policy as well as managing the City's day-to-day operations. The City Manager oversees six operating departments as follows:

- City Manager's Office
- Department of Community Development and Sustainability
- Community Services Department
- Fire Department
- Police Department
- Public Works Department

The City Manager serves as the Executive Director of the Davis Redevelopment Agency and is an at-will employee of the Council.

**Challenges and Opportunities** – Not unlike many cities in California, Davis has recently undertaken a detailed review of their current financial situation, and will expect the City Manager to lead the resolution of financial issues. Fiscal challenges include addressing significant unfunded liabilities, employee compensation and benefits, labor relations, and the overall long-term fiscal viability of the organization and the service delivery model currently in place. On the positive side, in February 2011, the City's Redevelopment Agency was assigned an A+ bond rating from Standard and Poor's.

The City Manager must be willing and eager to undertake streamlining operations and restructuring to address fully the long-term health of the City's budget. With the consensus of the City Council and the backing of the community, the new City Manager will be well-supported in all these endeavors to achieve future fiscal stability.

Other challenges and opportunities include:

- **Sustainability** – Ensure implementation of the City's recently adopted Climate Action and Adaptation Plan, including innovative low-carbon transportation systems, and energy programs for residential and commercial buildings. In partnership with UC Davis, promote "green" jobs to support community values and the local economy.
- **Downtown Davis Revitalization** – Ensure the downtown area remains the center of the community. Continue to enhance the area as a bicycle and pedestrian friendly location, and also strive to promote local merchants and retail.
- **Community Strength and Effectiveness** – Ensure top-quality public safety services to all residents, encourage civic engagement, and celebrate the City's ethnic diversity and contributions.

- **Infrastructure Needs** – Address the increasing demands for maintenance and replacement of current infrastructure by finding greater efficiencies and partnerships. Plan for long-term infrastructure needs of the community, including securing and safeguarding water supply.
- **Service Delivery** – Continue to deliver services to the community in the most efficient and effective manner with a careful consideration of cost/expenditures.

## The Ideal Candidate

The City Council is seeking a City Manager that will inspire and motivate – critically important leadership traits during these challenging economic times. Additionally, the ideal candidate will have the ability to right-size the organization while optimizing services to the community. The new City Manager will be a dedicated public servant who supports and implements the policies of the City Council. The City Council seeks a City Manager who understands and supports Davis' progressive values and will maintain the City's unique and high quality of life while proactively and effectively spearheading appropriate economic development. Professional achievements in previously securing high-tech and "green" technology would be a plus for the new City Manager. The ideal candidate will possess superior interpersonal and communication skills, and have a proven track record as a confident and innovative leader who is comfortable operating in a dynamic environment. This executive will provide options and solutions on an array of complex topics, always acting in the best interests of the community.

To successfully lead the organization, the individual selected will:

- Have **outstanding leadership and management** skills;
- Be a **skilled strategist with outstanding analytical skills** and a **strong, proven negotiator**;
- Possess a **strong business sense** and **financial acumen**;
- Demonstrate **strategic** and **forward thinking**, blending **innovation** and **creativity**;



- **Be a valued contributor to economic and community development** while dealing with and balancing quality-of-life, business, and commerce, as well as continuing strong ties with the University and supporting businesses;
- Lead with **integrity and unquestionable ethics** supported by a strong and successful public sector career history;
- Promote **access, openness, and responsiveness**, personally setting the example throughout the organization and community;
- Consistently use **superior communication skills** and **welcome dialogue and debate**;
- Appreciate the **variety and diversity of contributions** from all sources within the organization and the community; and
- Demonstrate a **solution-orientation** and provide **sound, fair, and unbiased advice** to the City Council.

**The ideal candidate will also possess professional qualifications that include several of the following:**

- Ability to achieve and generate revenue, and reduce expenditures;
- Ability to build strong relationships and partner with others, including the University, Davis Joint Unified School District, the business community, Chamber of Commerce, Davis Downtown Business Association, and the public;
- Experience developing and expanding public-private-partnership opportunities;
- Proven track record of dealing effectively with a variety of regional issues; and
- Ability to establish performance objectives for the City organization and staff, including achieving accountability, improved staff reports/analysis, and ultimately improving final outcomes and the achievement of the City Council's goals.

In summary, the ideal candidate will view City Hall as being a focal-point for citizens and will actively promote this open/approachable government with a responsive staff that is comfortable with a new level of transparency and openness that continually strives to achieve effective and efficient service delivery, with a strategic approach to fiscal well-being.

## The Qualifications

**Experience** – This position requires an experienced public administrator with a minimum of seven (7) years of senior level executive experience in a municipal organization or other comparable governmental agency. **Candidates with a track record of success in a university town or communities facing similar challenges are strongly encouraged to apply. Additionally, candidates should enjoy innovation in a public sector environment as well as embrace and promote lively discussion and civic engagement.**



**Education** – A Bachelors degree **plus** a Masters or other advanced degree would be a major advantage for the successful candidate.

**Review of Qualifying Experience and Education** – Ralph Andersen & Associates will assist the City Council in the screening and evaluation of resumes to determine the appropriate match of professional experience and education. Each candidate will be required to present their own career history and credentials to highlight their accomplishments and ability to lead this organization. **Personal style and interpersonal communication skills are critical to this process and will be paramount for success in this position.**

## Compensation and Benefits

The salary for this position will be consistent with the City's recent compensation practices and will include a benefit package with CalPERS retirement. The City Council will negotiate an employment contract with the selected candidate which may include moving and relocation assistance. Further details on the compensation and benefits package can be obtained from Ralph Andersen & Associates.

## To Be Considered

Interested candidates may apply for this career opportunity by submitting a resume and a compelling cover letter detailing how their experience matches the City's best interests. In addition, candidates should include at least five (5) work related references and current salary to [apply@ralphandersen.com](mailto:apply@ralphandersen.com). Candidates are asked to apply prior to Friday, April 29, 2011. This recruitment will be considered open until filled. The City Council will conduct the first review of resumes in early May. Preliminary interviews will be done in mid-to-late May (Round #1) and finalist interviews in late May to early June (Round #2). It is anticipated that the new City Manager will join the City of Davis at a mutually agreeable date during July 2011 (or as agreed).

**This is a highly confidential search process.** References will not be contacted until mutual interest has been established. Confidential inquiries are welcomed and should be directed to Heather Renschler or Robert Burg, Ralph Andersen & Associates, at (916) 630-4900.

