



The City of Alameda



*invites your interest
for the position of*

**City
Manager**

The Community

The City of Alameda, California is a unique island community of approximately 75,000 residents in the San Francisco Bay Area. Alameda, comprised of the main island and Harbor Bay, is connected to the East Bay mainland by four bridges and two subterranean tubes, and by ferry services to San Francisco; it is within minutes of all the cultural activities in San Francisco, Oakland and Berkeley. The community is proud of its history and small town charm, consequently, particular emphasis is placed on historic preservation and quality design and on managing the impacts of development initiatives.



Alameda is a historic city with a small-town atmosphere and a diverse mix of housing, neighborhoods, office, industrial and retail businesses. Charming Victorian homes grace shady tree-lined streets covering the island's 22.7 square miles. It is an architecturally and historically rich community with over 10,000 buildings constructed prior to 1930. According to Money Magazine, the City of Alameda compares favorably to the "best places to live" in America. It has a high median family income, a well-educated populace, numerous restaurants and libraries, and better than average weather. Businesses such as Peet's Coffee & Tea roasting facility, Makani Google, Abbott Diabetes Care, Oakland Raiders, and VF Outdoor (North Face) are located in its business districts. Alameda is also home to the College of Alameda and is in close proximity to the University of California, Berkeley and California State University, East Bay.

Alameda has a reputation as a friendly and sophisticated island community with great schools, family-friendly beaches, a successful historic movie theater, retail stores, ample recreational opportunities, and abundant parks and playgrounds. It is also a city that comes together to support its commercial job-generating uses by streamlining approval processes, supporting and engaging with its four business associations, and removing obstacles to doing business, when possible. Because of its proximity to San Francisco and other cities around the Bay, Alameda has become attractive to many businesses with progressive corporate philosophies, including those that value clean energy, green building standards, and other social and environmental causes. Residents say this family community offers it all: great schools, family-friendly beaches, a movie theater, retail stores, ample recreational opportunities, and abundant parks and playgrounds. Alameda has a true community feel yet offers many desirable aspects of suburban life.



City Government and City Operations

This proud city was incorporated in 1854 and became a Charter City in 1916 with a Council-Manager form of government. The Mayor is directly elected to a four-year term with the remaining four Councilmembers elected to four-year terms, staggered at even-numbered years. The City Council directly hires the City Manager, City Attorney and the City Clerk.

The City is a full-service organization that provides residents with a broad range of municipal services including police and fire protection, construction and maintenance of streets, storm drains and other infrastructure, a state of the art library system, over

200 acres of recreational facilities including multi-use athletic fields, picnic sites, a skate park, swim center, and a full service senior center. The City owns and operates Alameda Municipal Power, an electric utility serving the needs of all Alameda residents and businesses, owns and privately manages a golf complex comprised of two 18-hole championship courses and one nine-hole executive course. The City's budget encompasses the General Fund, successor agency, enterprise, special revenue funds and component units with appropriations totaling approximately \$188 million for fiscal year 2015-2016, with a workforce of approximately 512 full-time employees. Candidates are encouraged to visit the City's website at <http://alamedaca.gov> for a broader understanding of the City's organization.

The Position and Ideal Candidate

The City Manager is appointed by the City Council and serves as the operational head of city government. The Manager is expected to focus on quality of life considerations that are so vital to city residents. Alameda, like many desirable communities, seeks the ideal balance between quality of life and a strong economic foundation. Concerns related to transportation/transit and housing must be addressed in dealing with the impact of economic vibrancy. Proactive communication, connection and outreach efforts along with the ability to incorporate the diverse range of interests within the community, will be vital to success in this role.

The City Council recently approved an initial 68-acre phase of development at the Alameda Point property, the former Alameda Naval Air Station, consisting of 800 housing units, 600,000 square feet of commercial uses, and 15 acres of publicly accessible parks. The complexity and challenges of converting Site A and other portions of Alameda Point requires a high-level of development expertise. The City Manager will provide leadership and guidance in shepherding this effort.

Development of a strong and effective working relationship with the City Council will be another key priority in this role. Frequent and candid communication with all councilmembers in keeping them informed of current issues/developments and in providing effective operational recommendations and guidance will be essential to success. In providing leadership to city staff, the manager is expected to operate in a collaborative, team oriented and empowering fashion and serve as a role model in guiding and mentoring a close knit team of highly motivated professionals. Professional development of staff is a focus area as succession planning efforts are of utmost importance.



The ideal candidate for this role will be an effective public sector manager and administrator who creates and maintains an environment of mutual respect, while inspiring loyalty and commitment through a genuine passion for public service and organizational excellence. The ability to develop consensus and credibility through strong relationships and open, forthright communication will be essential in guiding the city through the delicate balance of diverse community, business and economic interests.

The selected candidate will possess a leadership style and value system that embodies ethics, integrity and an uncompromising dedication to the community of Alameda. He/she will have a strong budget and financial background with expertise in development and with labor relations. Previous experiences working with military base re-use, and publically owned utilities is highly desirable. Experience as a City Manager, Assistant or Deputy City Manager or as an Executive Director or department head of a complex public sector organization is required. A BS/BA in a related field is essential and an MS/MA/MPA/MBA is ideal.

Compensation and Benefits

The salary range for the City Manager is open and negotiable, dependent on qualifications. The City offers a generous benefits package, which currently includes:

- ◆ Flexible Benefits Plan – A generous pre-tax monthly allowance is provided for PERS health insurance; City paid dental and life insurance provided by the City.
- ◆ Vacation – Up to 25 days annually.
- ◆ Holidays – 10 observed plus 3.5 floating holidays.
- ◆ Sick Leave – 12 days per year with no limit on accumulation. Unused sick leave may be converted to PERS service credit upon retirement.
- ◆ Executive Management Leave – 40 hours annually (which may be cashed out).
- ◆ Automobile Allowance – \$250 per month.
- ◆ Retirement Program – PERS 2% @ 55 plan for Classic members, based on single year highest compensation. PERS 2% @ 62 plan for New members. Employee pays 8.868% as pre-tax contribution. The City does not participate in Social Security; however, employees contribute 1.45% for Medicare.
- ◆ Long-Term Disability – The City provides LTD insurance up to \$8,000 per month.
- ◆ Optional Benefits – Several optional insurance plans are available to eligible employees including vision, flexible spending account, dependent care program, long-term care, additional life and 457 deferred compensation plans.



The Process

If you are interested in pursuing this unique and exceptional career opportunity, please submit (email preferred) a cover letter of interest, resume, salary history and contact information including email addresses for five work-related references (references will not be contacted until mutual interest is established) to:

Paul Kimura
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The final filing date for this position is September 4, 2015.

If you have any questions regarding this position, please feel free to contact Paul Kimura at 408.399.4424.