



CITY OF TURLOCK, CALIFORNIA

City Manager

THE COMMUNITY

Located in the heart of California's Central Valley, the City of Turlock has grown to reach a population of 73,631 based on the US Census Bureau's latest population records. Although Turlock is the second largest city in Stanislaus County, it continues to maintain a small-town atmosphere and friendly attitude

with the conveniences and opportunities of a larger city. Turlock provides an unusual opportunity to combine a quality learning environment with relaxed rural living.

The backbone of the City's economy is agriculture, being located in the third richest agricultural county in the country. Turlock has become economically sound, agriculturally elite, and continues to seek growth and development that complements the city's business and industry and the needs of its residents. Cultural art experiences, sports activities, twenty-four parks, a full range of medical facilities and the attractiveness of the nearby Mother Lode, San Francisco Bay area, and the Sierra Nevada's add to the pleasure of living in Turlock. Ideal weather, excellent facilities and Turlock's central location make it a perfect place for one to live.

Home of the Stanislaus County Fairgrounds, CSU Stanislaus, and the Carnegie Arts Center, the community of Turlock hosts numerous special events, from cultural events to CSUS athletic events and the annual Stanislaus County Fair, providing something for just about everyone. Turlock also offers several shopping areas. From Monte Vista Crossings to the several diverse shopping centers on Geer Road and a newly renovated and revitalized downtown retail district, one is sure to find something for everyone on their shopping list.

CITY GOVERNMENT

Incorporated in February 1908, Turlock is a General Law City with a Council-Manager form of government. Turlock's five-member City Council includes a Mayor (elected at-large) and four Council Members (elected by district), all serving four-year terms, without limit. Council Members also choose from among their number a Vice Mayor, who serves a one-year term. The Council appoints a City Manager, who provides direction to all departments and supports the policy directives of the City Council. The Council also appoints a City Attorney, and the City Treasurer is elected.

The City currently has approved budget allocations for 347 employees. The Operating General Fund Budget for Fiscal Year 2021/2022 is approximately \$58 million, and Non-General Fund is approximately \$172 million. Projected General Fund Reserve at FYE 6/30/22 is \$20.3 million including committed, assigned, and unassigned balances. Turlock is a full-service city providing municipal services through seven departments: Administrative Services, Development Services, Finance, Municipal Services, Parks and Recreation, Fire, and Police. To learn more about the City of Turlock, please visit: <https://ci.turlock.ca.us>

OPPORTUNITIES

- The next City Manager will have the opportunity to hire several members of the executive team.
- The passage of Measure A, a .75% sales tax was passed in November of 2020 with an effective date of April 1, 2021, with a projected revenue of over \$11 million to the General Fund in FY 21/22.
- The City has experienced a new source of revenue derived from Cannabis dispensaries which opened for business during FY 20/21. The projected revenue once all Cannabis dispensaries are up and running is projected at approximately \$2 million annually.
- Stanislaus County passed Measure L in November 2016, which equates to a .50% sales tax effective April 1, 2017, for a total period of 25 years to improve our local streets and roads.
- The U.S. Department of Treasury allocated funds in the amount of \$15,753,190 to the City of Turlock as a result of the passage of the American Rescue Plan Act on March 11, 2021. On July 15, 2021, the City received the first half of funds in the amount of \$7,867,595 with the second half to be received in one year. The funding will provide the City the ability to respond to the COVID-19 public health emergency based on the U.S. Department of Treasury's Interim Final Rule dated May 17, 2021, which provides guidelines and eligibility of funds.
- Significant economic development prospects exist in the City's Turlock Regional Industrial Park with neighboring companies such as Blue Diamond and US Cold Storage.



THE POSITION

Appointed by and reporting to the City Council, the City Manager implements the Council's priorities and provides sound and effective management of the City. She or he provides supportive leadership that creates an environment in which the community, City Council, and all employees work together using their abilities to the fullest to enhance the overall quality of life in Turlock.

The next City Manager will inherit diverse, extremely talented, and committed employees eager to assist the City Manager in making Turlock the ideal place to live and do business again.

THE IDEAL CANDIDATE

The City Council is seeking an innovative Senior Executive with the ability to think outside the box and solve problems in a non-bureaucratic way to serve as City Manager. Ideal candidates will bring a record of professional accomplishments that demonstrates their ability to effectively lead a diverse public organization. The successful candidate will possess the political aptitude to anticipate issues of concern and provide reasoned and sound recommendations for the Council's consideration. Outstanding listening and communication skills are expected in order to forge and maintain cooperative working relationships with other agencies in the County, region, and state. Those committed to staff development, team-building, and who engender treating everyone fairly, equally, and respectfully will find success in this role. The ability to help the City maintain focus in order to accomplish meaningful change and not lose momentum despite having various priorities; and, a background working with diverse communities, environmental and sustainability projects, land use and development are all highly desired.

Key Competencies and Characteristics

The new City Manager will share the vision of the Council and community, and will advocate, articulate, and implement that vision while demonstrating innovation, creativity, and the ability to think outside the box. Additional desirable attributes and characteristics for the new City Manager include the following:

- The ability to acknowledge the challenges of the City and address those in a strategic manner.
- Act as a visionary leader and role model with a positive presence who demonstrates initiative, is action-oriented, exercises good judgment, treats others with respect, and is open and approachable.
- Be a proactive manager who takes initiative and is willing to stand up for what is right.
- Demonstrate active listening and excellent interpersonal skills, with the ability to articulate ideas to different audiences in a clear and direct manner.

- The ability to establish a positive relationship with City Council based on honesty and respect, while providing balanced information on issues and programs, as well as solution alternatives.
- Act as an advisor, not an advocate.
- A commitment to the organization, the community, and building unity within the City.
- The ability to analyze trends and problems to develop long range plans.
- The ability to establish and build effective business relationships.



Education

Possession of a four-year college or university undergraduate degree with major course work in public administration, business administration, urban planning, finance, or a related field(s) is required. A Master's degree or experience and training that would provide the required knowledge and abilities equivalent to a Master's or other advanced degree is desirable, but not required.

Experience

A minimum of five years of increasingly responsible administrative and managerial experience in a public or private agency involving strong administrative/executive level management is required. At least three years experience as a City/Town/Village Manager or as an Assistant/Deputy Manager, CAO/CEO or similar level executive management is also desirable.

SALARY AND BENEFITS

The monthly salary range for this position is **\$14,366 - \$17,462**, with salary at appointment dependent upon qualifications and experience of the selected candidate. The City also offers an attractive benefits package that includes:

Retirement – Classic Employees participate in the public employees Retirement Systems (PERS) 2.7% at 55 for full and modified formula for all active local miscellaneous members only. New employees, as defined by AB 340, hired on or after January 1, 2013, will participate in the Public Employee Retirement System (PERS) 2% at 62 defined benefit formula. New employees shall have an initial contribution rate of at least fifty percent (50%) of the total normal cost rate for the defined benefit plan or the current contribution rate of similarly situated employees, which is currently a 9% PERS contribution, whichever is greater. All employees shall be subject to the mandatory provisions of AB 340.



Auto Allowance – The City provides auto allowance of \$400 per month.

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

This position is open until filled. To be considered, please submit a resume, cover letter, and six work-related references (two supervisors, two direct reports, and two colleagues, who will not be contacted in the early stages of the recruitment) by the next resume review date of **Monday, November 15, 2021**.

Please go to our website to submit your application:
<https://www.cpsr.us/recruitment/1838>

For further information contact:



Pam Derby
CPS HR Consulting
(916) 471-3126

E-mail: pderby@cpsr.us

Website: www.cpsr.us

Resumes will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. Candidates deemed most qualified will be referred to the City. Selected candidates will be invited to participate in further interview and selection activities. An appointment will be made following comprehensive reference and background checks.



Benefits Package – The City offers a health, prescription, vision, and dental plan for City employees and their dependents. Employees currently contribute \$0 per month towards this benefit.

Life insurance – Life insurance is provided in the amount of 1 ½ times the employee's annual salary, plus \$5,000, not to exceed \$500,000.

Holidays – The City offers 11 paid holidays and 2 floating holidays.

Vacation – Vacation is accrued at 10 hours per month and increases with years of service.

Sick Leave – 8 hours of sick leave is accrued for each month of service.

Management Leave – 80 hours of Management Leave will be provided per fiscal year as time or cash equivalent.

Continuous Service Pay – Continuous Service Pay of 1.5% at 10, 15 & 20 years for a total up to 4.5%.

Deferred Compensation – A 401a Deferred Compensation Program is available with an employee contribution of 8% and an employer contribution of 3 1/2% of the employee's base salary. The employee is automatically enrolled in a Retiree Health Savings (RHS) Vantage Care Plan with an employer contribution of 3% of the employee's base salary. The City also offers the opportunity to participate in a 457 Deferred Compensation Plan and/or a Roth IRA.

Long-Term Disability – The City provides a Long-Term Disability plan.

Professional Development – The City provides \$700 per fiscal year in reimbursement for continuing work-related education and personal development in addition to attendance at professional conferences and meetings.