



A PROPOSAL TO CONDUCT AN EXECUTIVE  
RECRUITMENT FOR A  
City Manager  
ON BEHALF OF THE  
City of Englewood



April 8, 2014

Mayor Randy Penn and  
Members of the City Council  
City of Englewood  
1000 Englewood Parkway  
Englewood, CO 80110

Dear Mayor Penn and Council Members:

Thank you for inviting Bob Murray & Associates to submit a proposal to conduct the City Manager recruitment for the City of Englewood. The following proposal details our qualifications and describes our process of identifying, recruiting, and screening outstanding candidates on your behalf. It also includes a proposed budget, timeline, guarantee, and sample recruitment brochure.

At Bob Murray & Associates, we pride ourselves on providing quality service to local governments. We have created a recruitment process that combines our ability to help you to determine the direction of the search and the types of candidates you seek with our experience recruiting outstanding candidates who are not necessarily looking for a job. Our proven expertise ensures that the candidates we present for your consideration will match the criteria you have established and will be outstanding in their field.

With respect to the City Manager recruitment, Bob Murray & Associates offers the following expertise:

- Our experience in the State of Colorado is diverse. We most recently completed the City Manager and Deputy City Manager recruitments for the City of Arvada, the Director of Fiscal Services search on behalf of the City of Boulder, the City Manager recruitment on behalf of the City of Centennial, and the Fire Chief recruitment on behalf of the Poudre Fire Authority. Our previous experience includes conducting recruitments on behalf of the cities of Aurora (Police Chief, Fire Chief, Presiding Judge, Public Safety Communications Manager, and Deputy Director of Water – Financial Services); Breckenridge (Police Chief); Castle Rock (City Manager); Glendale (Fire Chief); Grand Junction (Fire Chief); Littleton (Police Chief); and Thornton (Finance Director and Public Information Officer). Our knowledge of your state, its issues, and its outstanding quality of life will be an asset when presenting this opportunity to prospective candidates.
- We have placed over 200 City Managers since our firm's inception in 2000. We are currently conducting City Manager recruitments on behalf of the cities of Oxnard, Pico Rivera, and Rancho Cordova, CA. In the past three years, we have placed City Managers in the California cities of Albany, Arcadia, Atherton, Cathedral City, Chino, Chino Hills,

Colton, Concord, El Monte, Fortuna, Hemet, Lake Elsinore, Looms, Marina, Monrovia, Montebello, Mountain View, Pittsburg, Rancho Santa Margarita, Salinas, San Fernando, San Marcos, Santa Ana, South Gate, St. Helena, Ventura, and Woodland, in addition to the cities of Fort Lauderdale and Miami Beach, FL; Topeka, KS; Glendale, Tucson, and Phoenix, AZ; and Dallas, TX. Our extensive contacts and knowledge of outstanding candidates will ensure you have a quality group of finalists from which to select the City of Englewood's next City Manager.

A significant portion of our process focuses on conducting thorough and confidential background investigations of the top 2-3 candidates to ensure that nothing about them is left undiscovered. We have candid discussions with references who have insight into the candidate's experience, style and ethics; conduct a search of newspaper articles; and run credit, criminal and civil records reports. This ensures that the chosen candidate will not only be an excellent fit with the City of Englewood, but also that the selected candidate will reflect positively upon your organization.

To learn first hand of the quality of our service and our recruitment successes, we invite you to contact the references listed on page 9 of the attached proposal.

We look forward to your favorable consideration of our qualifications. Please do not hesitate to contact us at (916) 784-9080 should you have any questions.

Sincerely,

Regan Williams  
Vice President  
Bob Murray & Associates

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## **THE RECRUITMENT PROCESS**

Bob Murray & Associates' unique and client oriented approach to executive search will ensure that the City of Englewood has quality candidates from which to select the new City Manager. Outlined below are the key steps in our recruitment process.

### **STEP 1 DEVELOPING THE CANDIDATE PROFILE**

Our understanding of the City of Englewood's needs will be key to a successful search. We will work with the City Council and other stakeholders, as appropriate, to learn as much as possible about the organization's expectations for a new City Manager. We want to learn the values and culture of the organization, as well as understand the current issues, challenges, and opportunities that face the City of Englewood. We also want to know the City Council's expectations regarding the knowledge, skills, and abilities sought in the ideal candidate and will work with the City to identify expectations regarding education and experience. Additionally, we want to discuss expectations regarding compensation and other items necessary to complete the successful appointment of the ideal candidate. The profile we develop together at this stage will drive subsequent recruitment efforts.

### **STEP 2 ADVERTISING CAMPAIGN AND RECRUITMENT BROCHURE**

After gaining an understanding of the City of Englewood's needs, we will design an effective advertising campaign appropriate for the City Manager recruitment. We will focus on professional journals that are specifically suited to the City Manager search. We will also develop a professional recruitment brochure on the City Council's behalf that will discuss the community, organization, position, and compensation in detail. Once completed, we will mail the profile to an extensive audience, making them aware of the exciting opportunity with the City of Englewood.

### **STEP 3 RECRUITING CANDIDATES**

After cross-referencing the profile of the ideal candidate with our database and contacts in the field, we will conduct an aggressive outreach effort, including making personal calls to prospective applicants, designed to identify and recruit outstanding candidates. We recognize that the best candidate is often not looking for a new job and this is the person we actively seek to convince to become a candidate. Aggressively marketing the City Manager position to prospective candidates will be essential to the success of the search.

### **STEP 4 SCREENING CANDIDATES**

Following the closing date for the recruitment, we will screen the resumes we have received. We will use the criteria established in our initial meetings as a basis upon which to narrow the field of candidates.

## **STEP 5 PERSONAL INTERVIEWS**

We will conduct personal interviews with the top 10 to 12 candidates with the goal of determining which candidates have the greatest potential to succeed in your organization. During the interviews we will explore each candidate's background and experience as it relates to the City Manager position. In addition, we will discuss the candidate's motivation for applying for the position and make an assessment of his/her knowledge, skills, and abilities. We will devote specific attention to establishing the likelihood of the candidate's acceptance of the position if an offer of employment is made.

## **STEP 6 PUBLIC RECORD SEARCH**

Following the interviews, we will conduct a review of published articles for each candidate. Various sources will be consulted including Lexis-Nexis™, a newspaper/magazine search engine, Google, and local papers for the communities in which the candidates have worked. This alerts us to any further detailed inquiries we may need to make at this time.

## **STEP 7 RECOMMENDATION**

Based on the information gathered through meetings with your organization, and personal interviews with candidates, we will recommend a limited number of candidates for your further consideration. We will prepare a written report on each candidate that focuses on the results of our interviews and public record searches. We will make specific recommendations, but the final determination of those to be considered will be up to you.

## **STEP 8 FINAL INTERVIEWS**

Our years of experience will be invaluable as we help you develop an interview process that objectively assesses the qualifications of each candidate. We will adopt an approach that fits your needs, whether it is a traditional interview, multiple interview panel or assessment center process. We will provide you with suggested interview questions and rating forms and will be present at the interview/assessment center to facilitate the process. Our expertise lies in facilitating the discussion that can bring about a consensus regarding the final candidates.

We will work closely with your staff to coordinate and schedule interviews and candidate travel. Our goal is to ensure that each candidate has a very positive experience, as the manner in which the entire process is conducted will have an effect on the candidates' perception of your organization.

## **STEP 9 BACKGROUND CHECKS /DETAILED REFERENCE CHECKS**

Based on final interviews we will conduct credit, criminal, civil litigation, and motor vehicle record checks for the top one to three candidates. In addition, those candidates will be the subjects of detailed, confidential reference checks. In order to gain an accurate and honest appraisal of the candidates' strengths and weaknesses, we will talk candidly with people who have direct knowledge of their work and management style. We will ask candidates to forward the names of their supervisors, subordinates, and peers for the past several years. Additionally, we make a point of speaking confidentially to individuals who we know have insight into a candidate's abilities, but who may not be on their preferred list of contacts. At this stage in the recruitment we will also verify candidates' degrees.

## **STEP 10 NEGOTIATIONS**

We recognize the critical importance of successful negotiations and can serve as your representative during this process. We know what other organizations have done to put deals together with great candidates and will be available to advise you regarding current approaches to difficult issues such as housing and relocation. We will represent your interests and advise you regarding salary, benefits, and employment agreements with the goal of putting together a deal that results in the appointment of your chosen candidate. Most often we can turn a very difficult aspect of the recruitment into one that is viewed positively by both you and the candidate.

## **STEP 11 COMPLETE ADMINISTRATIVE ASSISTANCE**

Throughout the recruitment we will provide the City Council with updates on the status of the search. We will also take care of all administrative details on your behalf. Candidates will receive personal letters advising them of their status at each critical point in the recruitment. In addition, we will respond to inquiries about the status of their candidacy within twenty-four hours. Every administrative detail will receive our attention. Often, candidates judge our clients based on how well these details are handled.

## BUDGET AND TIMING

### PROFESSIONAL FEE AND EXPENSES

The consulting fee for conducting the City Manager recruitment on behalf of the City of Englewood is \$17,500 plus expenses. Services provided for in the fee consist of all steps outlined in this proposal including three (3) days of meetings on site. The City of Englewood will be responsible for reimbursing expenses Bob Murray & Associates incurs on your behalf. We estimate expenses for this project to be \$7,900. Reimbursable expenses include such items as the cost of recruiter travel; clerical support; placement of ads; credit, criminal, and civil background checks; education verification; and public records searches. Postage, printing, photocopying, and telephone charges are allocated costs and included in the expense estimate.

### TIMING

We are prepared to start work on this assignment immediately and anticipate that we will be prepared to make our recommendation regarding finalists within seventy five to ninety days from the start of the search.

<b>Task:</b>	<b>Week:</b>
Contract Start Date:	TBD
Initial Meeting(s):	1 week from contract start date
Our firm develops recruitment brochure:	2 weeks from contract start date
City approves brochure:	4 weeks from contract start date
Job advertising and candidate sourcing:	8 weeks from contract start date
Our firm reviews application packets:	9 weeks from contract start date
Our firm conducts screening process:	10 weeks from contract start date
City approves candidates:	12 weeks from contract start date
City's interview panel convenes:	13 weeks from contract start date
Reference/Background Checks:	14 weeks from contract start date
Second Interviews by City, if necessary:	15 weeks from contract start date
Offer of Employment:	16 weeks from contract start date

### GUARANTEE

We guarantee that should the selected candidate be terminated within the first year of employment we will conduct the search again at no cost (with the exception of expenses) to the City of Englewood. We are confident in our ability to recruit outstanding candidates and do not expect the City of Englewood to find it necessary to exercise this provision of our proposal.

## **PROFESSIONAL QUALIFICATIONS**

### **BOB MURRAY, PRESIDENT**

Mr. Murray brings over 25 years experience as a recruiter. Mr. Murray is recognized as one of the nation's leading recruiters. He has conducted hundreds of searches for cities, counties, and special districts. He has been called on to conduct searches for some of the largest most complex organizations in the country and some of the smallest. Mr. Murray has conducted searches for chief executives, department heads, professional and technical positions. Mr. Murray has taken the lead on the firm's most difficult assignments with great success. His clients have retained him again and again given the quality of his work and success in finding candidates for difficult to fill positions.

Prior to creating Bob Murray & Associates, Mr. Murray directed the search practice for the largest search company serving local government in the country. Mr. Murray has worked in local government and benefits from the knowledge of having led an organization. Prior to his career in executive search he served as the City Manager for the City of Olympia, Washington. He has also served as an Assistant City Manager and held positions in law enforcement.

Mr. Murray received his Bachelor of Science Degree in Criminology from the University of California at Berkeley with graduate studies in Public Administration at California State University at Hayward.

### **REGAN WILLIAMS, VICE PRESIDENT**

Mr. Williams brings 30 years of local government experience to Bob Murray & Associates. Most recently, he worked as a private consultant with Deloitte and Touche on various public sector assignments. Prior to that, he served as Director of Public Safety with the City of Sunnyvale, CA.

Mr. Williams was involved in the development of some of Sunnyvale's most innovative programs and has a national reputation for excellence in law enforcement. He has been responsible for numerous recruitments throughout his career. Clients find his insight and expertise in recruitment and selection a valuable asset.

Mr. Williams received his Bachelor of Science Degree in Administration of Justice from San Jose State University. He is also a graduate of the FBI National Academy.

### **VALERIE PHILLIPS, VICE PRESIDENT**

Ms. Phillips has over 15 years of recruiting experience, including more than a decade of recent experience in executive search for public, private, and startup companies nationwide. Ms. Phillips has expertise in the full recruiting cycle, from process design and outreach through candidate assessment and selection. She has placed senior-level candidates in a variety of industries and fields, including Finance, Information Technology, and Engineering. Ms. Phillips is valued for her passion for finding and retaining the most outstanding candidates for even the most difficult or untraditional assignments and for her commitment to her clients' success. Ms. Phillips has a passion for helping people, evidenced by her fundraising and efforts to raise awareness for organizations such as Autism Speaks and the M.I.N.D. Institute.

### **JOEL BRYDEN, VICE PRESIDENT**

Mr. Bryden has over 30 years of local government experience that he brings to the firm, having recently retired as the Chief of Police in Walnut Creek, CA.

Throughout his career, Mr. Bryden has been involved in public sector consulting. He has vast experience in hiring and promotional processes, as well as interviewing candidates for advancement in all aspects of local government. Mr. Bryden has a solid reputation as a leader in the public sector, and clients find his ability to find and evaluate outstanding applicants invaluable.

Mr. Bryden is a graduate of the FBI National Academy and obtained his Bachelor of Arts degree in Communication from San Diego State University.

### **FRED FREEMAN, VICE PRESIDENT**

Mr. Freeman brings over 24 years of local government experience to Bob Murray & Associates, with 11 years in the recruitment field. Mr. Freeman is a retired Chief of Police and has served as an elected official in local government. He has vetted hundreds of local governmental officials in the pre-employment process and conducted recruitments for positions in all sectors of public agency employment.

In addition to his career in the law enforcement field, Mr. Freeman served as the Mayor and the Mayor Pro-Tem for the Los Alamitos City Council. Mr. Freeman has been a member of the Public Safety Policy Committee - California League of Cities; the Orange County Fire Authority Board of Directors; and the Orange Line Development Authority as the Vice-Chair. His unique perspective and experience, as both a member of executive city staff and as an elected official, provides exceptional results for our clients.

Mr. Freeman is a graduate of the FBI National Academy and received his Teaching Credential from the University of California Los Angeles.

### **SARAH KENNEY, PRINCIPAL CONSULTANT**

As Principal Consultant with Bob Murray & Associates, Ms. Kenney is responsible for development of recruitment materials, research, reference checks, and background verifications. Her focus is client service, and she works closely with clients to coordinate candidate outreach and ensure successful searches.

Ms. Kenney brings over a decade of client service and management experience to Bob Murray & Associates. She uses her experience to ensure all parties involved are satisfied with every step of recruitment at our firm.

Ms. Kenney received her Bachelor of Arts degree in Psychology from the University of California at Davis.

### **AMBER SMITH, SENIOR CONSULTANT**

As Senior Consultant with Bob Murray & Associates, Ms. Smith acts as a liaison between clients and candidates from beginning to end of each recruitment process. She is responsible for the development and distribution of position recruitment and advertising materials, client research, reference and background checks, responding to requests for proposals, and providing a broad range of support services for the recruiting team.

Ms. Smith brings over 5 years of client-oriented customer service, administrative, and management experience to Bob Murray & Associates. She is committed to working as a partner with clients and candidates in order to provide a quality service and experience.

Ms. Smith received her Bachelor of Arts degree in Business Administration from La Sierra University, Riverside, California.

### **ROSA GOMEZ, ADMINISTRATIVE MANAGER**

Ms. Rosa Gomez is the Administrative Manager at Bob Murray & Associates. Ms. Gomez is the first point of contact at Bob Murray & Associates and has extensive administrative experience.

Ms. Gomez is known for her personal approach as she works closely with clients and candidates alike to ensure a successful search. As the first point of contact for Bob Murray & Associates Ms. Gomez's professional approach is of the highest caliber.

## REFERENCES

Clients and candidates are the best testament to our ability to conduct quality searches. Clients for whom Bob Murray & Associates has recently conducted searches are listed below.

**CLIENT:** City of Arvada, CO  
**POSITION:** City Manager and Deputy City Manager  
**REFERENCE:** Mayor Marc Williams, (303) 424-4486; Mr. Mark Deven, City Manager, (720) 898-7500; or Ms. Linda Haley, Director of Human Resources, (720) 898-7565

**CLIENT:** City of Centennial, CO  
**POSITION:** City Manager  
**REFERENCE:** Mayor Cathy Noon, (303) 325-8000

**CLIENT:** City of Roseville, CA  
**POSITION:** Assistant City Manager, City Manager  
**REFERENCE:** Mr. Ray Kerridge, City Manager, (916) 774-5362; Ms. Gayle Satchwell, Human Resources Director, (916) 774-5475; or Vice Mayor Carol Garcia, (916) 752-6185

**CLIENT:** City of Walnut Creek, CA  
**POSITION:** City Manager  
**REFERENCE:** Council Member and former Mayor Cindy Silva, (925) 943-5800; or Mr. Ken Nordhoff, City Manager, (925) 943-5826

**BOB MURRAY & ASSOCIATES**  
**CLIENT LIST**

**CITY MANAGER**

Airway Heights, WA  
Albany, CA  
Albany, OR  
Antioch, CA  
Apple Valley, CA (Town Manager)  
Arcadia, CA  
Arcata, CA  
Arvada, CO  
Barstow, CA  
Benicia, CA  
Campbell, CA  
Capitola, CA  
Carmel, CA  
Castle Rock, CO (Town Manager)  
Cathedral City, CA  
Centennial, CO  
Chico, CA  
Chino, CA  
Chino Hills, CA  
Chowchilla, CA (City  
Administrator)  
Chula Vista, CA  
Claremont, CA  
Colton, CA  
Concord, CA  
Coos Bay, OR  
Corcoran, CA  
Corona, CA  
Coronado, CA  
Corte Madera, CA (Town Manager)  
Dallas, TX  
Dixon, CA  
Dublin, CA  
El Monte, CA  
Elk Grove, CA  
Escalon, CA  
Eugene, OR  
Fairfield, CA  
Fort Lauderdale, FL  
Fortuna, CA  
Fremont, CA  
Glendale, AZ  
Goleta, CA  
Grover Beach, CA  
Half Moon Bay, CA  
Hemet, CA  
Hollister, CA  
Imperial, CA  
Ione, CA  
Irwindale, CA  
Kirkland, WA  
La Mesa, CA  
La Palma, CA  
Laguna Beach, CA  
Lake Elsinore, CA  
Lakeport, CA  
Lancaster, CA  
Lathrop, CA  
Lemon Grove, CA  
Loomis, CA (Town Manager)  
Los Alamitos, CA  
Manteca, CA  
Marina, CA  
Martinez, CA  
Menifee, CA  
Menlo Park, CA  
Merced, CA  
Miami Beach, FL  
Millbrae, CA  
Mill Valley, CA  
Milwaukie, OR  
Monrovia, CA  
Montebello, CA (City  
Administrator)  
Monterey Park, CA  
Mountain View, CA  
Needles, CA  
Newberg, OR  
Newcastle, WA  
Novato, CA  
Oak Creek, WI (City  
Administrator)  
Oakdale, CA  
Oakley, CA  
Oceanside, CA  
Ojai, CA  
Orinda, CA  
Oxnard, CA  
Pacifica, CA  
Palo Alto, CA  
Pasadena, CA  
Patterson, CA  
Phoenix, AZ  
Pittsburg, CA  
Pico Rivera, CA

Pismo Beach, CA  
Pittsburg, CA  
Poway, CA  
Rancho Cordova, CA  
Red Bluff, CA  
Rio Vista, CA  
Roseville, CA  
Salem, OR  
Salinas, CA  
San Antonio, TX  
San Carlos, CA  
San Clemente, CA  
San Fernando, CA  
San Marcos, CA  
San Pablo, CA  
San Rafael, CA  
San Ramon, CA  
Santa Ana, CA  
Santa Paula, CA  
Santa Rosa, CA  
Shoreline, WA  
Sonoma, CA  
South Lake Tahoe, CA  
South Pasadena, CA  
Springfield, OR  
St. Helena, CA  
Stanton, CA  
Sterling, CO  
Stockton, CA  
Temple City, CA  
Thousand Oaks, CA  
Topeka, KS  
Truckee, CA (Town Manager)  
Tualatin, OR  
Tucson, AZ  
Turlock, CA  
Vallejo, CA  
Ventura, CA  
Walnut Creek, CA  
Westminster, CA  
Woodland, CA  
Yuba City, CA

**ASSISTANT/DEPUTY CITY  
MANAGER**

Alameda, CA  
Arlington, TX  
Arvada, CO  
Barstow, CA  
Beverly Hills, CA

Carlsbad, CA  
Dublin, CA  
Lancaster, CA  
Monterey, CA  
North Las Vegas, NV  
Orange, CA  
Pasadena, CA  
Peoria, AZ  
Petaluma, CA  
Pomona, CA  
Rancho Cordova, CA  
Reno, NV  
Rocklin, CA  
Stockton, CA  
Virginia Beach, VA  
Ventura, CA  
Woodland, CA  
Yuba City, CA

**COUNTY ADMINISTRATOR**

Alachua County, FL  
Butte County, CA  
Clackamas County, OR  
Clark County, NV  
Deschutes County, OR  
Lee County, FL  
Marion County, OR  
Pasco County, FL  
San Benito County, CA  
Tehama County, CA  
Wake County, NC  
Washington County, OR

**ADMINISTRATIVE SERVICES**

**DIRECTOR**

Garden Grove, CA  
Lincoln, CA  
Los Alamitos, CA  
Ontario, CA  
Placer County Water Agency, CA  
Pleasanton, CA  
San Carlos, CA  
Stockton, CA  
Union City, CA  
Yucca Valley, CA

**ANIMAL SERVICES DIRECTOR**

Oakland, CA  
Rancho Cucamonga, CA  
Sacramento County, CA

**AVIATION/AIRPORT**

Big Bear Airport, CA  
Bob Hope Airport, CA  
Clark County, NV-McCarran  
International Airport  
Dallas/Fort Worth, TX  
Fresno, CA  
Los Angeles World Airports, CA  
San Jose, CA

**BUILDING****OFFICIALS/INSPECTION**

Arroyo Grande, CA  
Bakersfield, CA  
Centre City Development  
Corporation, CA  
El Segundo, CA  
Grants Pass, OR  
Marin County, CA  
Modesto, CA  
Palo Alto, CA  
Sacramento, CA  
San Francisco, CA  
San Luis Obispo County, CA  
Stockton, CA  
Tehama County, CA  
Yuba City, CA

**CITY CLERK**

Central Contra Costa Sanitation  
District, CA (Secretary to the  
District)  
Chino Hills, CA  
Commerce, CA  
Dublin, CA  
Fremont, CA  
Menlo Park, CA  
Monterey County, CA (Clerk to the  
Board)  
Napa, CA  
Rio Vista, CA  
Santa Clara Valley Transportation  
Authority, CA (Board Secretary)  
Sunnyvale, CA

**COMMUNITY DEVELOPMENT****DIRECTOR**

Benicia, CA  
Beverly Hills, CA  
Capitola, CA

Chino Hills, CA  
Concord, CA  
Cotati, CA  
Daly City, CA  
Dublin, CA  
Fremont, CA  
Fullerton, CA  
Inglewood, CA  
Lincoln, CA  
Los Banos, CA  
Maple Valley, WA  
Marin County, CA  
Modesto, CA  
Moreno Valley, CA  
Morgan Hill, CA  
Newark, CA  
Newcastle, WA  
Oakland, CA  
Oceanside, CA  
Palo Alto, CA  
Phoenix, AZ  
Pleasanton, CA  
Redlands, CA  
Salem, OR  
San Antonio Housing Authority,  
TX  
San Carlos, CA  
Santa Cruz, CA  
Sausalito, CA  
Stockton, CA  
Sumter County, FL  
Vacaville, CA  
Vallejo, CA  
Walnut Creek, CA  
Yuba City, CA  
Yucca Valley, CA

**CONVENTION AND VISITOR'S****BUREAU DIRECTOR**

Las Vegas Convention and  
Visitors' Authority, NV  
Los Angeles, CA  
North Lake Tahoe Visitors Bureau,  
CA  
Mammoth Lakes, CA  
San Antonio, TX  
Steamboat Springs, CO

**ECONOMIC DEVELOPMENT**

Broward County, FL  
Chula Vista, CA  
Concord, CA  
Daly City, CA  
Fullerton, CA  
Milpitas, CA  
Modesto, CA  
Morgan Hill, CA  
New Orleans Redevelopment  
Authority, OR  
Oakland, CA  
Peoria, AZ  
Phoenix, AZ  
Port of Los Angeles, CA  
Port of San Diego, CA  
Redlands, CA  
Sacramento, CA  
Salinas, CA  
San Antonio Housing Authority,  
TX  
Scottsdale, AZ  
Stockton, CA  
Taft, CA  
Tracy, CA  
Upland, CA  
Vancouver, WA  
Visalia, CA

**ENGINEERING**

Bakersfield, CA  
Barstow, CA  
Bob Hope Airport, CA  
Central Contra Costa Sanitary  
District, CA  
Chino Hills, CA  
Clark County, NV – McCarran  
Airport  
Corona, CA  
Damascus, OR  
Dublin San Ramon Services  
District, CA  
Elk Grove, CA  
Imperial Irrigation District, CA  
Los Banos, CA  
Monterey County Water Resources  
Agency, CA  
Needles, CA  
Nevada County, NV  
Nye County, NV

Oceanside, CA  
Omnitrans, CA  
Peoria, AZ  
Pico Rivera, CA  
Pismo Beach, CA  
Pomona, CA  
Richmond, CA  
Reno, NV  
Stockton, CA  
San Luis Obispo County,  
Nacimiento Project, CA  
South Pasadena, CA  
Tiburon, CA  
Tracy, CA  
Visalia, CA

**EXECUTIVE DIRECTOR**

Association of Monterey Bay Area  
Governments, CA  
Arizona Municipal Water Users  
Association, AZ  
Bay Area Air Quality Management  
District, CA  
Broward County, FL (Port  
Everglades Chief Executive/Port  
Director)  
California Fire and Rescue Training  
Authority, CA  
California Peace Officers  
Association, CA  
California State Association of  
Counties, CA  
California School Boards  
Association, CA  
Central Contra Costa Solid Waste  
Authority, CA  
Chula Vista Redevelopment  
Agency, CA  
Cooperative Agricultural Support  
Services Authority (CASS), CA  
Early Learning Coalition of  
Broward County, Inc (CEO)  
Elk Grove-Rancho Cordova-El  
Dorado Connector JPA, CA  
El Paso Water Utilities-Public  
Service Board, TX  
(President/CEO)  
Florida Public Transportation  
Association (FPTA), FL

Hillsborough County, FL-Head  
Start Division (Division Director)  
Housing Authority of the City of  
Austin, TX (President/CEO)  
Housing Authority of the City of  
Los Angeles, CA  
Housing Authority of the County  
of Butte, CA  
Housing Authority of the County  
of Santa Cruz, CA  
Hub Cities Consortium, CA  
Kings Community Action  
Organization, CA  
Mammoth Lakes Visitors Bureau,  
CA  
March Joint Powers Authority, CA  
Metro, Portland, OR  
Oregon Cascades West Council of  
Governments, OR  
Palos Verdes Library District, CA  
PATH Ventures, CA  
Pima Association of Governments  
and Regional Transit Association,  
AZ  
Recreation Centers of Sun City  
West, AZ  
Sacramento Area Flood Control  
Agency, CA (Executive & Deputy)  
San Bernardino Associated  
Governments, CA  
San Diego Association of  
Governments, CA  
Children's Board of Hillsborough  
County (Executive Director)  
Louisiana Housing Corporation  
(Executive Director)  
San Francisco Estuary Institute, CA  
San Joaquin Council of  
Governments, CA  
Santa Clara Valley Water District,  
CA (CEO)  
SOS Children's Villages – Florida  
(CEO)  
South Bayside Waste Management  
Authority, CA  
Southern California Association of  
Governments (Deputy)  
Vancouver Housing Authority, WA  
(Executive & Deputy)

West Contra Costa Integrated  
Waste Management District, CA  
West Contra Costa Transportation  
Advisory Committee, CA  
Yolo Emergency Communications  
Agency, CA

#### **FINANCIAL**

Alameda County Congestion  
Management Agency, CA  
Aurora, CO  
Baldwin Park, CA  
Barstow, CA  
Boulder, CO  
Boulder City, NV  
Calaveras County Water District,  
CA  
Campbell, CA  
Chino Hills, CA  
Clark County, NV  
Corona, CA  
Cotati, CA  
Damascus, OR  
D.C. Government, DC  
East Bay Municipal Utility District,  
CA  
Elk Grove, CA  
Fairfield, CA  
Grants Pass, OR  
Half Moon Bay, CA  
Hallandale Beach, FL  
Healdsburg, CA  
Hercules, CA  
Housing Authority of the City of  
Los Angeles, CA  
Imperial Beach, CA  
Imperial Irrigation District, CA  
Inglewood, CA  
Ione, CA  
Lancaster, CA  
Las Vegas Valley Water District,  
NV  
Lincoln, CA  
Los Altos, CA  
McCarran International Airport-  
Clark County, NV  
Menlo Park Fire Protection  
District, CA  
Modesto, CA  
Monterey Park, CA

Norfolk, VA (Assistant Director)  
Oakland, CA  
Oceanside, CA  
Palmdale Water District, CA  
People Assisting the Homeless, CA  
Pinellas Suncoast Transit  
Authority, FL  
Pleasanton, CA  
Quincy, FL  
Recreation Centers of Sun City  
West, AZ  
Roseville, CA  
Sacramento County, CA  
San Bernardino International  
Airport, CA  
San Carlos, CA  
San Diego, CA  
San Francisco, CA  
San Leandro, CA  
San Jose, CA  
Santa Monica, CA  
Sparks, NV  
Stockton, CA  
Thornton, CO  
Topeka, KS  
Union City, CA  
Washoe County, NV  
Wayne County, MI  
West Hollywood, CA  
West Wendover, NV  
White Pine County, NV  
Yolo County, CA

**FIRE CHIEF**

Alameda, CA  
Arroyo Grande (Director of  
Building & Fire)  
Aurora, CO  
Chino Valley Independent Fire  
District, CA  
Chula Vista, CA  
Encinitas, Del Mar, and Solana  
Beach, CA  
Eugene, OR  
Fremont, CA  
Folsom, CA  
Fullerton, CA  
Glendale, CO  
Hillsboro, OR  
Lodi, CA

Livermore – Pleasanton Fire  
District, CA  
Milpitas, CA  
Monrovia, CA  
Montebello, CA  
Mountain View, CA  
Newark, CA (Assistant & Chief)  
Oceanside, CA  
Peoria, AZ  
Petaluma, CA  
Piedmont, CA  
Poudre Fire Authority, CO  
Rancho Cucamonga, CA (Deputy  
& Chief)  
Rancho Santa Fe Fire Protection  
District, CA  
Sacramento County, CA  
Salinas, CA  
San Mateo, CA  
San Miguel Fire Protection District,  
CA  
Santa Cruz, CA  
Sonoma Valley Fire & Rescue  
Authority, CA  
Sumter County, FL  
Sunnyvale, CA (Public Safety  
Director)  
University of California, Davis  
Union City, CA (Assistant & Chief)  
Upland, CA  
Vacaville, CA  
Walla Walla, WA

**GENERAL MANAGER**

Big Bear City Community Services  
District, CA  
Calaveras County Water District,  
CA  
Central Contra Costa Sanitation  
District, CA  
Central Marin Sanitation Agency,  
CA  
Coachella Valley Mosquito Vector  
Control District, CA  
Cordova Recreation and Park  
District, CA (District  
Administrator)  
East Bay Dischargers Authority,  
CA

Fallbrook Public Utilities District,  
CA  
Hilton, Famkopf, and Hobson  
LLC, CA  
Joshua Basin Water District, CA  
Jurupa Community Services  
District, CA  
Kennewick Irrigation District, WA  
(District Manager)  
Los Angeles Convention Center,  
CA  
Monterey Peninsula Regional Park  
District, CA  
Monterey Regional Waste  
Management District, CA  
Monterey Regional Water Pollution  
Control Agency, CA (Assistant)  
Oro Loma Sanitary District, CA  
Public Agency Risk Sharing  
Authority of California, CA  
Pleasant Valley Recreation & Park  
District, CA  
Reclamation District 1000, CA  
(District Engineer)  
Ross Valley Sanitary District, CA  
Salinas Valley Solid Waste  
Authority, CA  
Sanitary District No. 5 of Marin  
County, CA  
Santa Cruz Consolidated  
Emergency Communications  
Center, CA  
Sewer Authority Mid-Coastside,  
CA  
South Placer Municipal Utility  
District, CA  
Sweetwater Springs Water District,  
CA  
Union Sanitary District, CA  
Valley of the Moon Water District,  
CA  
Walnut Valley Water District, CA

#### **HOUSING**

City of West Hollywood, CA (Rent  
Stabilization and Housing Manager)  
Housing Authority of the City of  
Austin, TX  
Housing Authority for the City of  
Brownsville, TX

Housing Authority for the City of  
Los Angeles, CA  
Housing Authority for the County  
of Butte, CA  
Fort Worth, TX Housing Authority  
Housing Authority for the County  
of Santa Cruz, CA  
Louisiana Housing Corporation  
Milpitas, CA  
San Antonio Housing Authority,  
TX  
Housing Authority the City of  
Vancouver Housing Authority, WA

#### **LEGAL COUNSEL**

Aurora, CO  
Broward County, FL  
Coconut Creek, FL  
Cupertino, CA  
Fremont, CA  
Gainesville, FL  
Hayward, CA  
Lathrop, CA  
Lee County, FL  
Monterey, CA  
Morgan Hill, CA  
Newport Beach, CA  
North Las Vegas, NV  
North Port, FL  
Oceanside, CA  
Orange, CA  
Palo Alto, CA  
Port of San Diego, CA  
Sacramento Area Flood Control  
Agency, CA  
Sacramento County, CA  
Salinas, CA  
San Benito County, CA  
San Bernardino Associated  
Governments, CA  
San Mateo, CA  
Santa Ana, CA  
Stockton, CA  
Sunnyvale, CA  
Thousand Oaks, CA  
Ventura, CA  
Walnut Creek, CA  
Yolo County, CA

**LIBRARY**

Corona, CA  
Folsom, CA  
Monterey Park, CA  
Palos Verdes Library District, CA  
Stockton-San Joaquin County  
Public Library, CA

**PARKS/RECREATION/  
COMMUNITY SERVICES**

Anaheim, CA  
Arlington, TX  
Bakersfield, CA  
Commerce, CA  
El Segundo, CA  
Emeryville, CA  
Half Moon Bay, CA  
Lemoore, CA  
Long Beach, CA  
Lynwood, CA  
Maple Valley, WA  
Midpeninsula Regional Open Space  
District, CA  
Milpitas, CA  
Monterey County, CA  
Peoria, AZ  
Pleasanton, CA  
Pleasant Valley Recreation and  
Park District, CA  
Pomona, CA  
Sacramento County, CA  
Sacramento, CA  
San Carlos, CA  
San Jose, CA  
Santa Clarita, CA  
Stockton, CA  
Ventura, CA  
Whittier, CA

**PERSONNEL/HUMAN  
RESOURCES**

Alameda County, CA  
Anaheim, CA  
Apple Valley, CA  
Arcadia, CA  
Azusa, CA  
Barstow, CA  
Bellevue, WA  
Benicia, CA  
Colusa County, CA

Commerce, CA  
Corona, CA  
Desert Water Agency, CA  
Fremont, CA  
Inland Empire Utilities Agency, CA  
Glendale, AZ  
Grants Pass, OR  
Judicial Council of California –  
Administrative Office of the  
Courts, CA  
Las Virgenes Municipal Water  
District, CA  
Moreno Valley, CA  
Monterey Park, CA  
Napa, CA  
Newark, CA  
Norfolk, VA  
North Las Vegas, NV  
Oceanside, CA  
Ontario, CA  
Patterson, CA  
Palmdale Water District, CA  
Petaluma, CA  
Pomona, CA  
Rancho Cordova, CA  
Redlands, CA  
Rocklin, CA  
Roseville, CA  
San Antonio Housing Authority,  
TX  
San Bernardino County, CA  
San Francisco International Airport  
(SFO), CA  
Scottsdale, AZ  
Sedgwick County, KS  
Stockton, CA  
Tehama County, CA  
Wayne County, MI  
White Pine County, NV  
Yucca Valley, CA

**PLANNING**

Alameda, CA  
Beverly Hills, CA  
Centre City Development  
Corporation, CA  
Corona, CA  
Chula Vista, CA  
Damascus, OR  
El Segundo, CA

Elk Grove, CA  
Healdsburg, CA  
Los Banos, CA  
Madera, CA  
Milpitas, CA  
Modesto, CA  
Needles, CA  
Oceanside, CA  
Pacifica, CA  
Palo Alto, CA  
Palm Springs, CA  
Pleasanton, CA  
Reno, NV  
Riverside, CA  
Robson Homes, CA  
Roseville, CA  
Sacramento, CA  
Santa Clara County, CA  
San Benito County, CA  
San Luis Obispo County, CA  
Santa Cruz, CA  
Santa Monica, CA  
Stockton, CA  
Sumter County, FL  
Tracy Unified School District, CA  
Washington County, OR

**POLICE CHIEF/SAFETY**

Arroyo Grande, CA  
Ashland, OR  
Aurora, CO  
Bay Area Rapid Transit, CA  
Bellevue, WA  
Berkeley, CA  
California State University, East Bay  
California State University, Sacramento  
California State University, San Francisco  
Capitola, CA  
Carlsbad, CA  
Chandler, AZ  
Chico, CA  
Concord, CA  
Corona, CA  
Coronado, CA  
Culver City, CA  
East Palo Alto, CA  
El Cerrito, CA

Eugene, OR  
Fairfield, CA  
Folsom, CA  
Fullerton, CA  
Glendale, AZ  
Glendora, CA  
Half Moon Bay, CA  
Hayward, CA  
Humboldt State University, CA  
Huntington Beach, CA  
Irvine, CA  
Irwindale, CA  
La Mesa, CA  
Lake Oswego, OR  
Littleton, CO  
Livingston, CA  
Lodi, CA  
Los Angeles, CA  
Los Angeles World Airports, CA  
Los Banos, CA  
Mammoth Lakes, CA (Interim)  
Manhattan Beach, CA  
Maywood, CA  
Menlo Park, CA  
Merced, CA  
Mesa, AZ  
Modesto, CA  
Monrovia, CA  
Montebello, CA  
Monterey, CA  
Monterey County Sheriff's Department, CA  
Morgan Hill, CA  
North Las Vegas, NV  
Novato, CA  
Oakdale, CA  
Oceanside, CA  
Orange County, CA  
Orange County, FL (Chief of Corrections)  
Palm Springs, CA  
Palo Alto, CA  
Pasadena, CA  
Pasadena City College, CA  
Peoria, AZ  
Petaluma, CA  
Piedmont, CA  
Pismo Beach, CA  
Pittsburg, CA  
Placentia, CA

Pleasanton, CA  
Port of Long Beach, CA  
Port of San Diego, CA  
Port of Seattle, WA  
Redlands, CA  
Reno, NV  
Rio Vista, CA  
Rocklin, CA  
Roseville, CA  
Sacramento, CA  
Salinas, CA  
San Bernardino, CA  
San Diego State University, CA  
San Fernando, CA  
San Francisco, CA  
San Diego State University, CA  
San Jose State University, CA  
San Rafael, CA  
Santa Rosa Junior College, CA  
Sausalito, CA  
Seattle, WA  
Seaside, CA  
Signal Hill, CA  
South Gate, CA  
Stockton Unified School District,  
CA  
Sunnyvale, CA  
Tehachapi, CA  
Tulsa, OK  
Turlock, CA  
University of California at Davis,  
CA  
University of California at Santa  
Barbara, CA  
University of Oregon  
Vacaville, CA  
Vallejo, CA  
Vancouver, WA  
Virginia Commonwealth University  
Walla Walla, WA  
Walnut Creek, CA  
West Sacramento, CA  
Whittier, CA

**POLICE COMMAND STAFF**

Atascadero, CA  
Bay Area Rapid Transit, CA  
California State University, East  
Bay

California State University,  
Sacramento  
California State University, San  
Francisco  
Commerce, CA  
East Palo Alto, CA  
Menlo Park, CA  
Monterey County, CA  
Pleasanton, CA  
Santa Rosa, CA  
Port of San Diego, CA  
University of California at Merced  
University of Oregon

**POLICE OVERSIGHT**

Bay Area Rapid Transit, CA  
San Francisco, CA  
San Jose, CA

**PUBLIC AFFAIRS/  
INTERGOVERNMENTAL  
RELATIONS DIRECTOR**

Beverly Hills, CA  
Rancho Cordova, CA  
Thornton, CO  
San Diego Regional Airport  
Authority, CA  
West Basin Municipal Water  
District, CA

**PUBLIC SAFETY  
COMMUNICATIONS**

Aurora, CO  
Clackamas County, OR  
Heartland Communications Facility  
Authority, CA  
San Francisco, CA  
San Jose, CA  
Santa Cruz Consolidated  
Emergency Communications  
Center, CA  
Scott Emergency Communications  
Center  
Consolidated Intergovernmental  
Dispatch Agency-Tallahassee, FL  
Washington County Consolidated  
Communications Agency, OR  
Yolo Emergency Communications  
Agency, CA

**PUBLIC WORKS**

Belmont, CA  
Chandler, AZ  
Clark County, NV  
Commerce, CA  
Dallas, TX  
Elk Grove, CA  
Fresno, CA  
Galt, CA  
Grants Pass, OR  
Half Moon Bay, CA  
Healdsburg, CA  
Huntington Beach, CA  
Inglewood, CA  
Lathrop, CA  
Los Banos, CA  
Mammoth Lakes, CA  
Maple Valley, WA  
Monrovia, CA  
Morro Bay, CA  
Needles, CA  
Pico Rivera, CA  
Pismo Beach, CA  
Pomona, CA  
Poway, CA  
Provo, UT  
Redlands, CA  
Roseburg, OR  
Roseville, CA  
San Benito County, CA  
San Carlos, CA  
San Diego, CA  
San Jose, CA  
Santa Cruz, CA  
South Pasadena, CA  
Stockton, CA  
Sumter County, FL  
Tehama County, CA  
Tiburon, CA  
Upland, CA  
Vallejo, CA  
Woodland, CA  
Yuba City, CA

**PURCHASING**

Central Contra Costa Sanitary  
District, CA  
Housing Authority of the City of  
Los Angeles  
Tacoma, WA

**RISK MANAGEMENT**

Central Contra Costa Sanitary  
District, CA  
Central Marin Sanitation Agency,  
CA  
Riverside Transit Agency, CA

**TECHNOLOGY**

Clark County, NV  
Durham, NC  
Fresno, CA  
Hayward, CA  
Hillsboro, OR  
Inland Empire Utilities Agency, CA  
Modesto, CA  
Port of Los Angeles, CA  
San Antonio Housing Authority,  
TX  
San Francisco, CA  
State Bar of California  
Tucson, AZ  
West Hollywood, CA

**TRANSPORTATION**

Association of Monterey Bay Area  
Governments, CA  
Dallas, TX  
Elk Grove-Rancho Cordova-El  
Dorado County Connector Joint  
Powers Authority, CA  
Omnitrans, CA  
San Diego Association of  
Governments, CA  
San Joaquin Council of  
Governments, CA  
Santa Clarita, CA  
Washington County, OR  
West Contra Costa Transportation  
Advisory Committee, CA

**WASTE WATER/SANITATION/  
SOLID WASTE**

Central Contra Costa Sanitation  
District, CA  
Central Contra Costa Solid Waste  
Authority, CA  
Central Marin Sanitation Agency,  
CA  
Dublin San Ramon Services  
District, CA

East Bay Dischargers Authority,  
CA  
Monterey Regional Waste  
Management District, CA  
Monterey Regional Water Pollution  
Control Agency, CA  
Oro Loma Sanitary District, CA  
Redlands, CA  
Richmond, CA  
Ross Valley Sanitary District, CA  
Salinas Valley Solid Waste  
Authority, CA  
Sanitary District No. 5 of Marin  
County, CA  
San Jose, CA  
Sewer Authority Mid-Coastside,  
CA  
South Bayside Waste Management  
Authority, CA  
Stockton, CA  
Union Sanitary District, CA  
West Contra Costa Integrated  
Waste Management Authority, CA

#### **WATER**

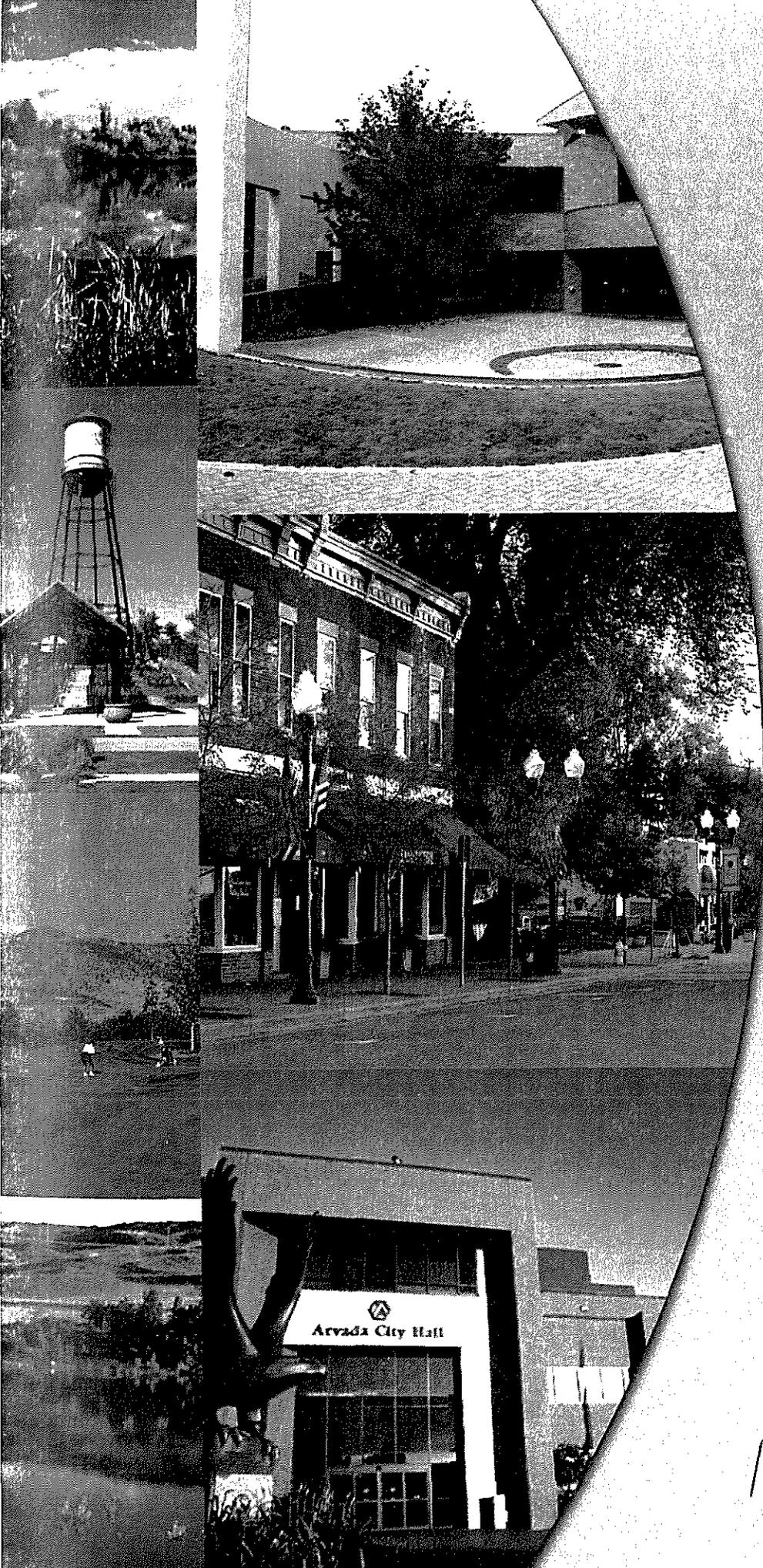
Arizona Municipal Water Users  
Association, AZ  
Aurora, CO  
Bakersfield, CA  
Calaveras County Water District,  
CA  
Joshua Basin Water District, CA  
Kennewick Irrigation District, CA  
Phoenix, AZ  
Reclamation District 1000, CA  
Redlands, CA  
Sacramento Area Flood Control  
Agency, CA  
San Diego, CA  
San Jose, CA  
San Luis Obispo County, CA  
Santa Clara Valley Water District,  
CA  
South Placer Municipal Utility  
District, CA  
Stockton, CA  
Sweetwater Springs Water District,  
CA  
Vallejo, CA

Valley of the Moon Water District,  
CA  
Walnut Valley Water District, CA  
Yuba City, CA

#### **OTHER**

Bay Area Air Quality Management  
District, CA (Deputy Air Pollution  
Control Officer)  
Benton County, OR (Health  
Director)  
Broward County, FL (Port  
Everglades Director of Business  
Development)  
Bureau Veritas, CA (Vice President  
– Operations)  
Central Contra Costa Sanitary  
District (Director of Collection  
System Operations and Director of  
Plant Operations)  
Cordova Recreation & Park  
District (District Administrator and  
Maintenance Superintendent)  
Government Services Group, Inc.  
(Municipal Services Manager)  
Houston Housing Authority  
(Director Real Estate Investments  
& Development)  
Housing Authority of the City of  
Los Angeles (Director of General  
Services)  
Imperial Irrigation District  
(Assistant Manager of Construction  
Operations and Maintenance)  
Hilton, Farnkopf, and Hobson  
LLC (Manager/Vice President)  
Las Vegas Convention and Visitors  
Authority, NV (Director of Facility  
Projects)  
Metropolitan Washington Airports  
Authority (Vice President for  
Public Safety)  
Monterey Bay Unified Air  
Pollution Control District, CA (Air  
Pollution Control Officer)  
Port of Long Beach, CA (Managing  
Director)  
Port of San Diego, CA (Senior  
Director of Real Estate)

Redlands, CA (8 Mid-Level  
Managers and Natural Resources  
Manager)  
Robson Homes (Forward Planner  
and Land Acquisition Manager)  
Sacramento, CA (Preservation  
Director)  
Sacramento, CA (Urban Design  
Manager)  
San Jose, CA (Assistant Director of  
Environmental Services and  
Environmental Services Director)  
San Manuel Band of Tribal Indians,  
CA (Tribal Manager)  
Superior Court of California,  
County of San Luis Obispo, CA  
(Assistant Court Executive Officer)  
Washoe County, NV (Senior  
Services Director)  
Washoe County, NV (Social  
Services Director)  
Monterey Park, CA (Director of  
Management Services)



**CITY OF  
ARVADA, CO**

INVITES YOUR  
INTEREST IN  
THE POSITION OF

**CITY  
MANAGER**



**BOB MURRAY  
& ASSOCIATES**  
EXPERTS IN EXECUTIVE SEARCH

## THE COMMUNITY

Arvada, Colorado is a beautiful first-ring suburb of Denver, the Mile High City.

Arvada retains a small-town feel even with its estimated population of 107,700. Established in 1870, Arvada enjoys a rich history, quiet tree-lined neighborhoods, and a robust mix of business. The strong civic leadership balances quality of life with an understanding and support of business and economic development.

Arvada's land encompasses nearly 23,000 acres. Three proximate interstate highways provide easy access to the larger metropolitan region and Denver International Airport. An extraordinary trail system links with Denver trails on the east and the foothills of the Rocky Mountains to the west, punctuated with thousands of acres of parks and open spaces.

Residents and businesses have easy access to world-class research institutions including the University of Colorado and Colorado School of Mines; in addition, the Arvada campus of Red Rocks Community College provides training assistance to meet employer needs.

Arvada offers unique amenities. The historic downtown, listed on the National Register of Historic Places, provides an eclectic shopping and dining experience, and in 2016 is slated to become one of three Arvada-based transit stops when the Gold line is completed as part of the metropolitan FasTracks light rail system currently under development. The City also takes great pride in the Arvada Center for the Arts and Humanities, one of the largest multi-disciplinary art and cultural centers in the country. The Center offers everything from award-winning theater productions and concerts to educational classes, as well as a large banquet facility for corporate and social gatherings.

Arvada's diverse economic base, highly educated workforce, low crime rate, and superb quality of life have helped

Arvada, Colorado is a beautiful first-ring suburb of Denver, the Mile High City.

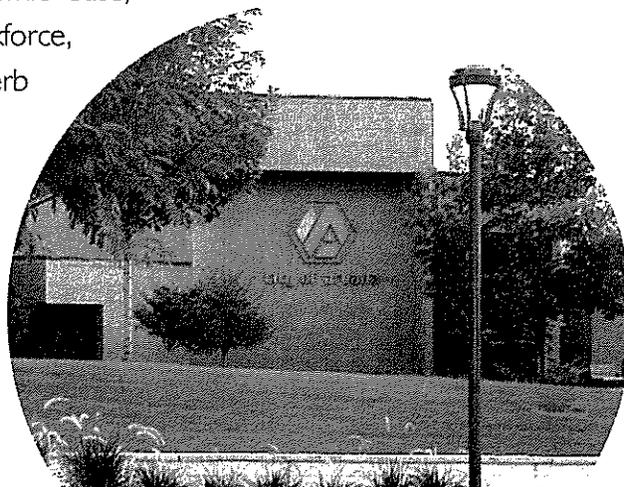
shape the community into one of the most attractive and competitive cities in the Centennial State.

## CITY GOVERNMENT

The City of Arvada operates within a Council-Manager form of government. This system of local government combines the strong political leadership of elected officials in the form of a Council, with the managerial experience of an appointed local government manager. The plan establishes a representative system where all power is concentrated in the elected Council as a whole and where the Council hires a professionally trained manager to oversee the delivery of public services.

The City Manager's office supervises implementation of policy and procedure as directed by the City Council through coordination and supervision of operations in all city departments. Staff also works with the City Council members on legislative matters and intergovernmental relations; works with citizens and neighborhoods; prepares City Council agendas; oversees franchises including telecommunications, energy, and more; submits a recommended budget to the City Council; is responsible for public information including media relations, marketing and communications, and cable and on-line video programming; and much more.

Arvada has a AAA rating by Fitch for the City's water bonds and a AAA



rating by Standard and Poor's for the City's outstanding Sales and Use bonds. In addition, the Police Department has been accredited and re-accredited a total of eight times by the Commission on Accreditation for Law Enforcement Agencies Inc (CALEA).

## THE IDEAL CANDIDATE

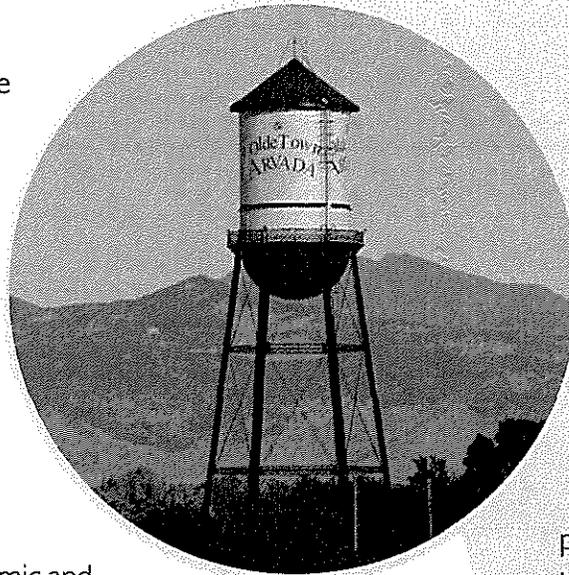
The City of Arvada is seeking a dynamic and experienced individual to serve as their new City Manager, after the City Manager of 14 years retires. The ideal candidate will oversee a staff of 681 regular FTE's and about 400 temporary employees and a 2011 operating budget for all funds of \$176,365,287.

The ideal candidate will be approachable and possess an open door policy for all. Candidates who are comfortable in a public setting and maintain a friendly management style are sought. At the same time, the individual will keep staff on track and hold them accountable. Someone who is willing to lead by example, be a public face for the community and get to know employees is being sought.

The ideal candidate will be a team builder with exceptional communication and listening skills. The incoming Manager will be a leader to Department Heads, staff, and the community. The City would benefit from a visionary thinker and strategic planner who can maintain services with limited resources. The City Council desires a Manager who will have a thorough understanding of financial data and internal municipal financial reports. The incoming Manager will keep the Council well informed on current financial affairs.

The selected candidate will be politically astute yet apolitical with excellent financial management skills. In addition, the new City Manager should have a background in planning, attracting development, and negotiating contracts for city improvements, infrastructure, and remedies for the community. Knowledge of transit systems is desirable.

A candidate who can lead with a global perspective and



yet not miss the details, who can provide balanced recommendations to the City Council, and who can focus on both immediate and future needs will be well-suited for this position. A high energy, ambitious leader who can fill a lot of roles simultaneously will excel in this position.

Typically, candidates applying for this position will possess a bachelor's degree; education equivalent to a master's degree with major course work in public or business administration or a closely related field is preferred.

## COMPENSATION

The salary for the City Manager is dependent upon qualifications; the current City Manager's salary is \$191,170 annually. The City also provides an attractive benefit package to executive employees including Retirement, Medical, Dental, Life Insurance, Long -Term Disability, Holidays, Sick Leave, Vacation, Car Allowance, Deferred Compensation Plan, and Flexible Spending Account.

The City would benefit from a visionary thinker and strategic planner who can maintain services with limited resources.

## TO APPLY

If you are interested in this outstanding opportunity, please visit our website at [www.bobmurrayassoc.com](http://www.bobmurrayassoc.com) to apply online.

### **Filing Deadline: June 24, 2011**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray and Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with the City of Arvada. Candidates will be advised of the status of the recruitment following selection of the City Manager.

If you have any questions, please do not hesitate to call Mr. Regan Williams at (916) 784-9080.

