



Peckham & McKenney
"All about fit"



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EXECUTIVE SEARCH

City Manager
CITY OF VENTURA, CALIFORNIA

Photo Credit: Tammy Sims

THE COMMUNITY

Located just 30 miles south of Santa Barbara and 63 miles northwest of Los Angeles on southern California's beautiful Pacific coast, the City of Ventura (population 109,000) is one of the country's most livable communities and has been named one of "The 10 Best Places to Live Now" by Men's Journal and "the absolute most desirable place to live in America" according to the USDA Economic Research Service in August 2015.

Ventura is home to miles of golden beaches, a beautiful and vibrant downtown district, and a variety of arts, culture, and entertainment options. With an abundance of outdoor recreation opportunities including the Ventura Pier and promenade, well-known surfing destinations such as Surfer's Point, Ventura Harbor and numerous City parks, Ventura is a popular tourist destination. Ranging from sea level to mountain peaks to valleys and coastal plains, the region has a versatile playing ground for an outdoor-oriented community. Year round, residents and visitors can enjoy walking the beach, surfing, hiking, biking, camping, fishing, golfing, and more in Ventura's mild Mediterranean climate.

The City is nestled between the Los Padres National Forest and the Pacific Ocean. The western portion of the City stretches north along the Ventura River and on the east is flat alluvial coastal plain. The Santa Clara River forms part of the City's southerly boundary, and the City stretches north to the foothills. Nearby cities include Santa Barbara, Ojai, Camarillo, Thousand Oaks, San Luis Obispo, and Paso Robles.

Ventura is a community proud of its long history and rich culture. The revitalized historic downtown district boasts museums, galleries, dining, and shopping, as well as Mission San Buenaventura and the internationally acclaimed Rubicon Theatre Company. With a high-performing public school district, numerous private school options, and five higher education campuses including Ventura College, educational opportunities abound in Ventura.

THE ORGANIZATION

Incorporated in 1866, Ventura is a Charter City with a Council/Manager form of government. The seven members of the City Council are currently elected at-large to four-year terms representing the City as a whole, while the Mayor and Deputy Mayor are both chosen from among the Council to two-year terms. Four Council seats will be on the ballot in November 2018. The Ventura Council is currently in discussions regarding moving to district elections in the future. The City Manager and City Attorney are appointed by the Mayor and City Council.

Ventura is a full-service City with approximately 617 full-time employees organized across 10 major departments: City Manager; City Attorney; Finance & Technology; Human Resources; Community Development; Parks, Recreation & Community Partnerships; Fire; Police; Public Works; and Ventura Water.



Photo Credit: D. Granata

The City of Ventura utilizes a two-year budget process and adopts a budget annually. In June 2017, the City Council adopted a balanced FY 2017/18 total budget of approximately \$277M (\$225M operating; \$52.5M capital improvement). In November 2016, Ventura residents passed ballot Measure "O," adding a one-half percent sales tax increase, and a Citizens Oversight Committee has been established to review recommended expenditures. The recently adopted budget does not include the Measure O revenue as not all proposed expenditures have been allocated in this fund. It is expected that Measure O will generate approximately \$10.8M annually.

In 2005, the City Council unanimously adopted a visionary General Plan that the Ventura County Star praised as "a model for other communities," and an update to the Plan will begin soon. During the recent economic crisis, the City Council has focused on delivering key services within available means and promoting sustainable prosperity. Current challenges facing the City of Ventura include deferred maintenance, increased property crime, affordable housing, homelessness, and a limited water supply.

This list highlights some of the activities in the current budget that support the City Council's FY 2017/18 goals.

STEWARDSHIP MEASURE O DOLLARS RESPONSIBLY

- Submission of recommended Measure O spending to the Citizens Oversight Committee.
- Establishing priorities on the use of Measure O funds consistent with the commitment made to the community.

CREATE AND MAINTAIN ECONOMIC DEVELOPMENT AND VITALITY

- Adding positions to Community Development in order to keep up with the demand for City services related to development activity.
- Conduct a comprehensive review of development processes in Community Development to streamline the activities of economic development, planning, and building services.
- Add funding to evaluate and recommend options for a business incubator.

ENHANCE RESPONSE TO HOMELESSNESS

- Includes one-time funding for Ambassador program.
- Improve the City's response to homelessness and vagrancy through reorganization and assigning additional resources.

For more information on the City of Ventura, please visit <http://www.Cityofventura.ca.gov>.

THE POSITION

This outstanding career opportunity is available with the upcoming retirement of Mark Watkins in December 2017. The following summary incorporates input on the ideal City Manager candidate that was received from the Mayor and City Council, Department Head Team, labor and community representatives.

The City of Ventura is seeking a proven innovative and visionary leader who is approachable, collaborative, and able to quickly engender respect in the organization and the community. The new City Manager will be a strategic thinker and will

take a proactive and decisive approach to managing the organization.

Appointed by and reporting to a seven-member City Council, the City Manager will be accessible

and responsive and will ensure an efficient flow of information to the Council. The City Manager will formulate clear and concise recommendations and options for Council consideration. As the organization's leader, the City Manager will facilitate discussion of the Council's vision, priorities, and goals, but will also manage the discussion of Council and community expectations as they relate to financial limitations and allocation of resources.

Gaining clarity on Council policy, the City Manager will bring proven communication and leadership skills to effectively articulate the Council's vision to the department head team and empower the team to do the same throughout the organization. The City Manager will instill a culture of enthusiasm for the community's future and how each staff member can contribute toward that future. Ultimately, the City Manager will lead the Council and staff in the celebration of successes.

The City Manager will assess the organization for efficiencies, effectiveness, and appropriate allocation of resources; encourage departments to work collaboratively toward common goals; and empower staff to make recommendations as well as decisions. The City Manager will set the tone and enhance a culture of transparency, accessibility, customer service, equity and accountability at all levels. The City Manager will be visible and accessible and will build respect and trust within the organization. A focus on core efficiencies and active succession planning will be required.

The City is seeking an exceptional manager who is collaborative and has a proven track record of identifying and building quality relationships and partnerships with other community agencies. The City Manager will be visible and accessible within the community, will actively bring people together toward common goals, and will be a strong representative and skilled negotiator for the City of Ventura.

Experience in the areas of economic development, planning and land use, public works and infrastructure, labor relations, succession planning, coastal issues, and municipal finance is desired. A Bachelor's degree in public or business administration or a related field is required; Master's degree is preferred.

The Ventura City Council has a desire that the City Manager reside within the community.

THE COMPENSATION

The current incumbent's annual salary is \$246,684, and appointment will be made depending on the experience and qualifications of the selected candidate. The City of Ventura



Photo Credit: Karen Moser

also offers an attractive benefits package that includes, but is not limited to, the following:

RETIREMENT - 2% @ 55; single highest year of compensation for Classic CalPERS members who worked for the City prior to December 31, 2012 and are returning to City employment; employees make a 7% member contribution. 2% @ 60; 3-year final compensation period for Classic CalPERS members with less than a six-month break in service from another CalPERS or CalPERS-reciprocal agency; employees make a 7% member contribution. 2% at 62; 3-year final compensation period for New CalPERS members; employees make a 6.25% member contribution.

DEFERRED COMPENSATION - The City contributes \$2,245 per year to the ICMA-RC 457 Plan, and will match \$1,000 per year contributed by the employee, for a total benefit of \$3,245 per year. Contribution to a 401(a) plan may be available.

RETIREMENT HEALTH SAVINGS PLAN - Executive managers contribute 1% of salary for 1-14 years of service.

MEDICAL & DENTAL INSURANCE - Up to \$602/month toward a selection of plans; up to \$665/month effective 01/01/2018.

OPTIONAL BENEFITS - \$549 monthly, which may be applied toward medical insurance premiums.

VISION INSURANCE - City-paid coverage provided for employees and their dependents.

LIFE INSURANCE - City-paid term life insurance equal to the employee's annual salary, and dependent life insurance of \$2,000 per dependent.

DISABILITY INSURANCE - City-paid short- and long-term disability coverage.

MEDICARE - Employees participate only in the Medicare portion of Social Security. There is a 1.45% payroll deduction for this benefit.

VACATION - Four weeks per year.

HOLIDAYS - 12 paid holidays per year.

ADMINISTRATIVE LEAVE - 80 hours per fiscal year (no rollover or cash out).

SICK LEAVE - 96-hour-bank upon employment and additional accruals of 2 hours semi-monthly after 6 months of employment.

AUTO ALLOWANCE - \$350 per month.

FLEXIBLE WORKWEEK - A 9/80 workweek.

In addition, the City offers a cell phone allowance, tuition reimbursement, annual physical examination, wellness program, employee assistance program, Section 125 plan, and Retirement Health Savings Plan.



Photo Credit: Tammy Sims

SEARCH SCHEDULE

Filing Deadline November 3, 2017
Preliminary Interviews November 9-17, 2017
Recommendation of Candidates November 20, 2017
Finalist Interview Process December 2 and 3, 2017

These dates have been confirmed, and it is recommended that you plan your calendar accordingly.

THE RECRUITMENT PROCESS

To apply for this exciting career opportunity, please send your resume and cover letter electronically to:

Peckham & McKenney
apply@peckhamandmckenney.com

Resumes are acknowledged within two business days. Call Bobbi Peckham toll-free at (866) 912-1919 for more information.



www.peckhamandmckenney.com