



City of Citrus Heights

invites applications for the position of

City Manager

Citrus Heights, California

Located in the popular Sacramento metropolitan area, Citrus Heights has a population of 87,811 across 14.2 square miles. Incorporated in 1997, Citrus Heights may seem like a relatively young city. However, the area actually has a deep-rooted history dating back to the late 1800s and the Gold Rush days. While those were indeed exciting times made so by adventuresome folks, they had nothing on the small group of tenacious citizens who, in 1984, took on the daunting task of incorporating the community they loved. The County of Sacramento, opposing the incorporation of Citrus Heights, fought the effort at every turn. However, despite countless setbacks, this handful of tenacious men and women never gave up and took their fight fought for incorporation all the way to the U.S. Supreme Court. On January 1, 1997, after a 12-year battle with the county, Citrus Heights was finally incorporated. This historic effort to gain cityhood has also created an immense amount of civic pride that perseveres to this day. In 2006, the City of Citrus Heights formed its own Police Department which has earned considerable trust and support from the community. The City of Citrus Heights has accomplished much over the last 24 years and the next decades are just as exciting.

In 2018, the City launched its new brand, “Solid roots. New growth.” It highlights the City’s strong leadership and collaborative community spirit that won its cityhood, has kept it in a strong financial position, and continues to be the foundation for the community’s growth today.





City Government

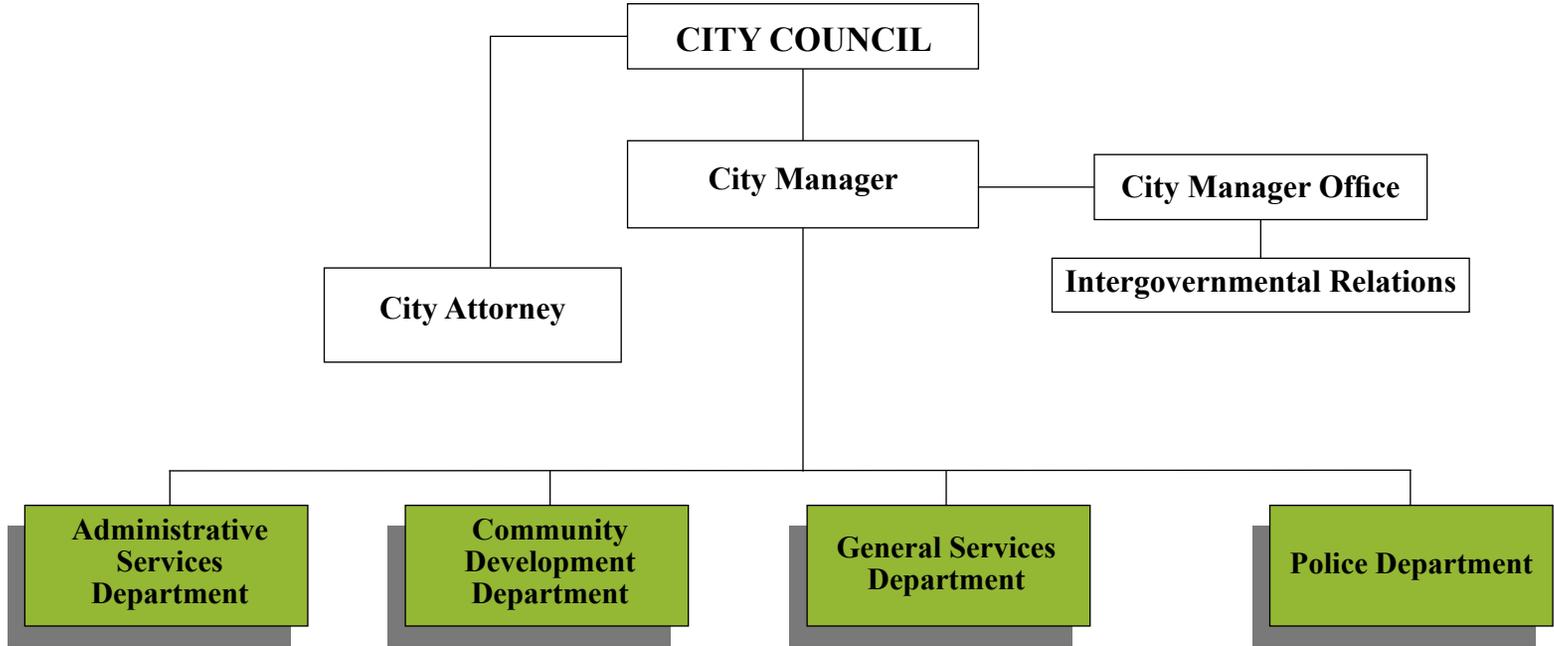
Citrus Heights is a general law city, operating under a council-manager form of government. The five-member City Council is elected by district to four-year overlapping terms. At the December meeting, the Council votes to select one of its members to serve as mayor for a period of 12 months.

The City Council is the legislative body responsible for the overall policies of the City. The Council makes all policy determinations through enactment of ordinances and resolutions and has final authority in the implementation of these policies. The Council determines how the City will obtain and spend funds and reviews and approves the City's bi-annual budget. The City Council appoints the City Manager and City Attorney, as well as the members of the City's various advisory boards and commissions.

The City provides its service through four major departments: Police, Administrative Services, Community Development, and General Services. Each of these departments is led by a director that reports to the City Manager. Also reporting to the City Manager is an Economic Development Division which oversees various aspects of economic development and communications. Overall, the City is staffed with 210 FTE employees and has a current year budget of \$75.3 million, including a general fund budget of \$41.6 million and a capital budget of \$14 million. The City's budget can be found online at: <https://www.ralphandersen.com/jobs/citrus-heights-cm/>.

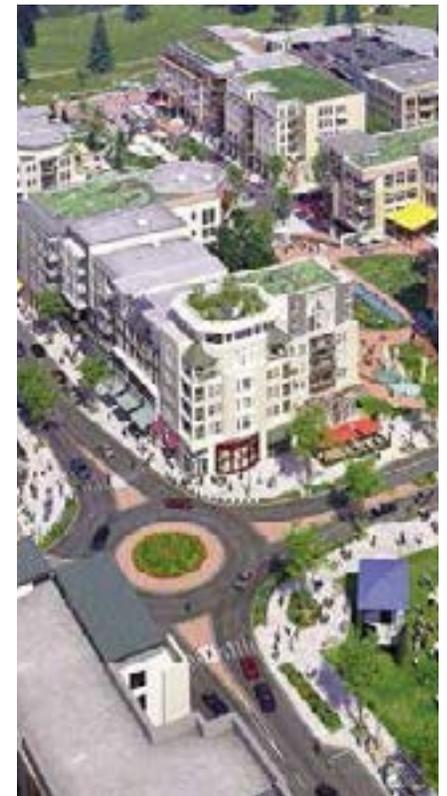
CITY OF CITRUS HEIGHTS

Organization Chart



Sunrise Tomorrow

The next City Manager for the City of Citrus Heights will have a career-defining professional challenge in the Sunrise Tomorrow Project. Once 'the place to be' in the region, Sunrise Mall has fallen on hard times. Societal shifts in how people shop, impacts from the COVID-19 pandemic, and changing demographics have all compounded the fact that the Mall in its current form has fulfilled its useful life. The City has reimagined the Sunrise mall property by engaging top talent and broad community engagement to create the Sunrise Tomorrow Specific Plan. The plan boldly transforms the 100-acre mall into a vibrant downtown which includes a mix of housing types, parks and trails, hotels, office, and other economic engines for Citrus Heights. To further the project along, the City commissioned an Environmental Impact Report to ensure the site is ready for development. Further information can be found at: <https://sunrisetomorrow.net>.



Challenges and Opportunities

The next City Manager has the following foreseeable challenges and opportunities in which to excel:

- Sunrise Tomorrow will unquestionably be the centerpiece for the next City Manager and will provide more than a decade of exciting development opportunity for the City.
- While the City has a very strong financial condition, with little debt, there is a considerable amount of deferred maintenance in its roadway network. The next City Manager will need to develop and fund a capital improvement program to address infrastructure needs.
- While Citrus Heights is near fully built out, there will be ongoing infill and redevelopment opportunities that will keep Citrus Heights vibrant and current in the region.
- With many city services contracted, the Citrus Heights Police Department is the largest municipal department and has worked diligently over time to build strong relationships with the community. As a result, community support for the police department is unwavering. The next City Manager will not have some of the challenges related to community trust that some cities are experiencing.
- Citrus Heights has thrived by being fiscally conservative, allowing it to construct its new city hall without debt. Key to this strategy is its use of contracting for services and having leaner staffing than cities of similar size. With a small staff, organizational culture and efficiency are critically important and the next City Manager will need to be a solid leader in the organization.



The Ideal Candidate

The City Council is seeking a talented and collaborative City Manager who, ideally, has the following characteristics which will lead to success:

- The need for strong negotiation skills and experience is especially highlighted by the Sunrise Tomorrow project but is a valuable skill across many aspects of the position. Similarly, a strong track record in economic development is desired.
- The City's staff would benefit from a city manager that invests in their career development through mentorship, professional development and in the organizational culture. A leadership style that is open and inclusive will be well received, as well as one that encourages innovation and creativity.
- The next city manager would need to be skilled in leading and managing change, as the culture in the county, and even the world, is changing rapidly, which affects municipalities of all sizes.
- While the City Council encourages the interest of experienced City Managers, it is also open to talented Assistant/Deputy City Managers or department directors with the right backgrounds needed for the role.



Experience and Education

Any combination of education and experience that would provide the knowledge, skills, and abilities necessary is qualifying. The following is a typical way to qualify:

Education: Bachelor's degree from an accredited four-year college or university in public administration, business administration, political science, or a related field. A Master's degree in public administration or equivalent is highly desirable, as is certification as an ICMA Credentialed Manager.

Experience: Five years of experience in municipal administration, including at least three years of high-level administrative responsibility.

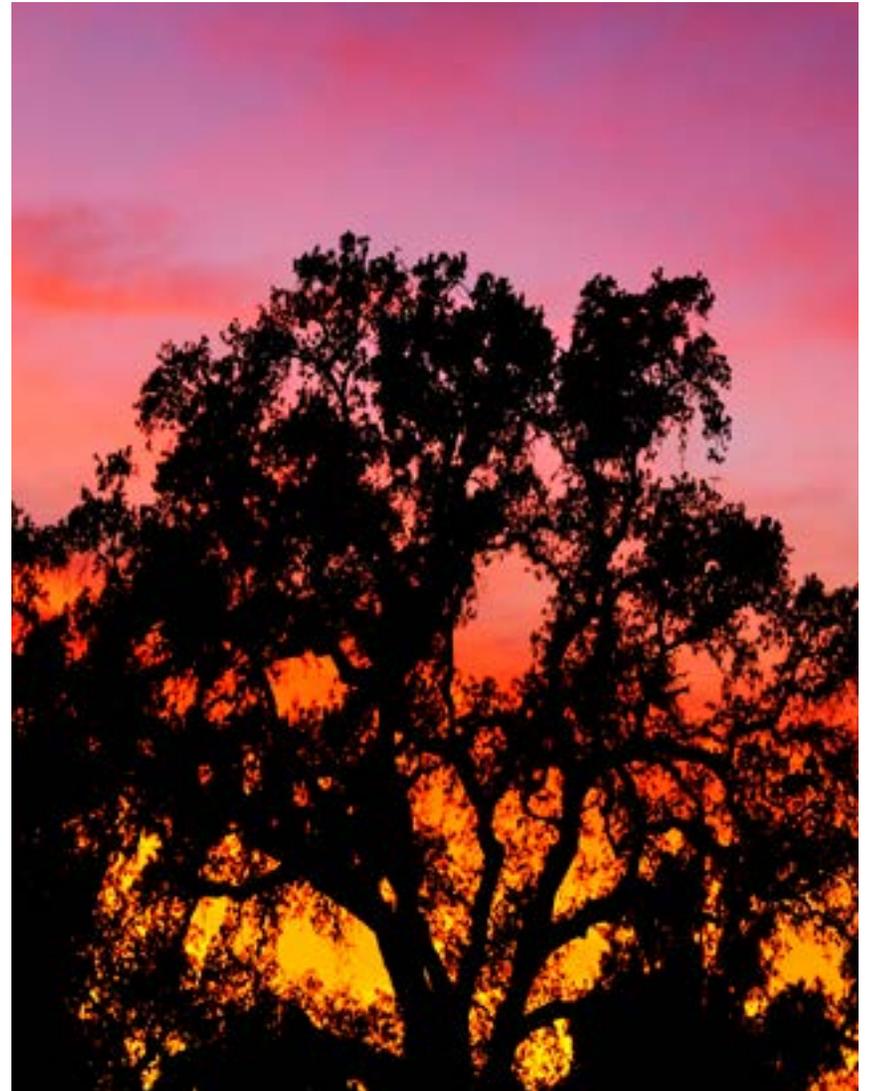
The Compensation

The next City Manager will enjoy a very strong compensation package, with a base salary up to \$260,000 for well qualified candidates, as well as a competitive benefits package. Further details on compensation and benefits may be obtained through Ralph Andersen & Associates.

The Recruitment Process

Interested candidates should apply by **October 18, 2021**. To be considered, submit a compelling cover letter and comprehensive resume to apply@ralphandersen.com. Top candidates may be asked to complete supplemental material to elaborate on areas of expertise and demonstrate their ability to communicate effectively. Candidates are encouraged to apply early for maximum consideration.

References will not be contacted until mutual interest has been established. Confidential inquiries are welcomed and should be directed to Greg Nelson, Ralph Andersen & Associates, at (916) 630-4900.



www.citrusheights.net