

WE'RE
RECRUITING

OUR NEXT TOWN
MANAGER

#TheTownofFlorence AS

*Hiring Range
\$155,810-\$233,716 plus
benefits*



— TOWN OF —
FLORENCE





A Worthy Discovery The Community

Ideally situated between the Phoenix and Tucson metropolitan communities and surrounded by the Sonoran Desert, the Town of Florence is a friendly small town for all ages. Florence is consistently recognized as one of the safest communities in Arizona.

The Town enjoys the typical sunny desert climate of lowland Arizona. The summer months are hot, while the winter months are mild and pleasant, making Florence a sun-filled place to live and enjoy the outdoors. Florence was founded in 1866. It is the County seat for Pinal County and is Arizona's third most populous county. Florence is home to 25,250 year-round residents, according to the 2020 Census, and is a premier destination for retirees looking for a warm place to spend the winter. Florence's footprint covers 62 square miles, with the Gila River running through the town limits. Florence is one of the oldest towns in Arizona and is proud of its history dating back to Arizona's Territorial days. The Downtown is designated as a National Historic District, and the Town strives to balance preserving the past and preparing for a future where an authentic sense of place is maintained. Florence is also full of new growth and revitalization. The Town has seen rapid growth in traditional suburban-style homes with the development of Anthem at Merrill Ranch in the northwestern reaches of town. This development is still adding newly constructed homes along Hunt Highway, which brings new residents eager to share their life experiences. Sensible and sustainable growth, a unified goal of the Town Council, will make Florence one of the best places to live and play.

The largest employers in the region are the combination of prisons (state, federal and private as well as the "ICE" Immigration Unit), Florence Unified School District and Pinal County.

For more than 100 years, the Florence Unified School District has been the preferred choice for parents residing in Pinal County. In 2017, the School District celebrated its 100th graduation class. The Florence Unified School District has experienced rapid growth over the past twenty-plus years and continues to provide a safe and inviting environment for learning. The Florence USD offers a well-rounded academic education: STEM, music, art, languages, athletics, technology, and character-building education. Extra-curricular activities start at the elementary school level, with multiple ongoing options through the high school level.

Many prominent recreational landmarks and areas of interest exist in and around Florence. The Gila River is a prominent landmark that runs through historic Florence. It serves as the northern border of Mexico, and the land south of the river (including Florence's Historic Downtown) was brought into the United States as a part of the Gadsden Purchase in 1854. Poston Butte, Box Canyon, Martinez Canyon, old Silverbell Mine, the Coke Ovens, and many other sites provide visitors with fantastic scenic views and opportunities to hike, explore, off-road, or otherwise enjoy the Sonoran Desert. Also in the area are the Casa Grande Ruins National Monument, Lost Dutchman State Park, Boyce Thompson Arboretum, Tom Mix Monument, the Superstition Mountain Wilderness Area, and the Arizona National Scenic Trail. Florence is home to McFarland Historic State Park, the Pinal County Historical Museum, Florence Aero Modeler Park, and the Charles Whitlow Rodeo Grounds. Also, in the area is the final resting place of Charles D. Poston, the Father of Arizona, at the summit of Poston Butte.



Governance

The Town of Florence is a council-manager governed municipality. The Town Council serves as the policy-making body, with the appointed Town Manager serving as the administrative head responsible for the day-to-day operations. The mayor and a six-person Town Council are elected to four-year terms. The Town Council appoints the Town Manager, Town Attorney, Town Magistrate, and the Town Clerk. The Town Manager is responsible for hiring and overseeing department directors and employees. Florence is a full-service town and provides an array of public services, including police, fire, public works (HURF, engineering, fleet, cemetery, facility maintenance, streets, water, and wastewater operations), community services (parks & recreation, library, and senior center), economic development, and community development (planning, zoning, building, permitting, building inspections, and code enforcement). The Town of Florence Strategic Plan provides a critical road map for the Town and staff as development activities in and around the Town increase yearly. Florence employs one hundred and sixty-six (166) full-time equivalent employees distributed in the following areas:

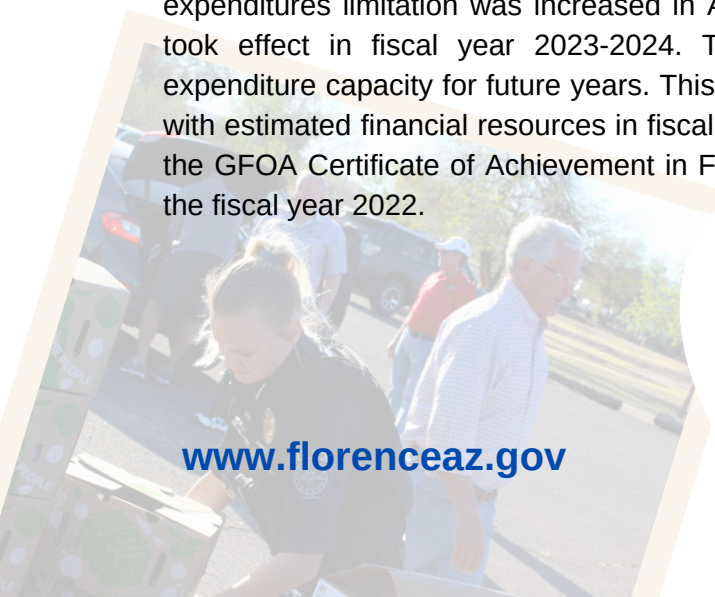
- Administrative staff of twenty-six (26).
- Community Services Department of twenty-one (21); additionally, there are sixty-five (65) seasonal and part-time employees during the summer months to provide recreational opportunities to the community.
- Community Development of ten (10).
- Fire Department of twenty-nine (29).
- Police Department of forty-five (45); and
- Public Works Department of thirty-five (35).

The Town, as a financial reporting entity, includes all standard governmental funds (general, special revenue, capital projects, debt service, etc.) as well as blended component units, Merrill Ranch Community Facilities District (CFD) No.1 and Merrill Ranch CDF No.2. Although the Town Council serves as the Board of Directors for each independent district, the Town has no liability for the debt of these special taxing districts. The Town is under Permanent Base Adjustment. The base expenditures limitation was increased in August of 2022 to \$5,000,000 via Proposition 459, which took effect in fiscal year 2023-2024. This recent change provides the Town with adequate expenditure capacity for future years. This fiscal year, the Town's annual budget totals \$87.5 million with estimated financial resources in fiscal year 2024 of nearly \$139 million. The Town has received the GFOA Certificate of Achievement in Financial Reporting every fiscal year since 2011, including the fiscal year 2022.

Our Mission & Vision:

Florence provides a safe, diverse, family friendly community in which to live, work, and play. Florence strives for economic and environmental sustainability while protecting and promoting its unique history and culture.

www.florenceaz.gov





About the Position

The Town Manager is responsible for the efficient administration of the Town while implementing the policies and directives of the Town Council. The Manager also enforces Town ordinances, resolutions, and policies. The Town Manager is the chief administrative officer and directs the planning, delivery, and evaluation of all services through subordinate department directors. The Town Manager recommends new or modified services addressing the residents' health, safety, and welfare to the council. The Town Manager is responsible for preparing the Town Budget and providing periodic operational and financial reports to the Town Council. The new Town Manager will find Florence a friendly, diverse community with outstanding municipal services and the usual challenges of a growing community. The Town Manager will develop long-term strategies to realize the Town's mission of providing its citizens with a high quality of life.

Critical issues of importance to the Town Council include:

- Focusing on economic development and job creation/retention, particularly on attracting young professionals to the community.
- An array of infrastructure needs both new and enhanced major capital projects.
- Understanding Arizona's water issues and water sustainability.
- Creating and implementing plans to address the town's growth needs sustainably.
- Understanding the technological needs of the Town to improve services.
- Addressing the Town's facility needs, including short and long-term facility master plans.
- Effectively addressing commercial and neighborhood blight issues.
- Working collaboratively with Central Arizona Governments ("CAG"), Pinal County and Maricopa Association of Governments ("MAG") and Arizona Department of Transportation ("ADOT")
- Developing quality of life activities and opportunities; and
- Keeping the Town Council advised of the town's financial condition and future needs.

www.florenceaz.gov



The Ideal Candidate

The next Town Manager will be an exceptional servant leader with a positive, energetic attitude for serving the community of Florence. Additionally, the Town Manager will have presence and the ability to confidently respond to the Town's challenges. Being forward-thinking and creative, the Town Manager will focus on long-term solutions that continue to emphasize the historic values and vibrancy of the community. This strategic leader will also be deeply committed to transparency while upholding the public service mission. Ideally, the new Town Manager will have a strong background in economic development, fiscal responsibility, and community relationships and the ability to successfully address the challenges and opportunities the Town of Florence will face over the next ten years. The Town Manager will also be an innovative, visionary leader who will take the organization to the next performance level and achieve a data-driven, high-performance organization.

Notably, the new Town Manager will exhibit the ability to inspire confidence and quickly establish mutual respect and trust with the Mayor, Council, staff, and the community at large.

Education & Experience

Experience: This position requires a demonstrated and verifiable record of inclusivity, transparency and inspiration in guiding an organization, and a clear commitment to public service. Requires five (5) consecutive years of management experience at the Department Head/Director level or three (3) consecutive years of progressive management experience, preferably at the Deputy/Assistant Municipal Management level or at the Town Manager level of a similar size or larger community. Although the Town Council highly regards Arizona experience, all highly-qualified candidates will be evaluated based on submitted credentials for this position.

Additional experience will include:

- Leading and managing staff.
- Solid administrative and fiscal management.
- Excellent decision-making skills.
- History of expanding revenue through both state and Federal grants.
- Recognize the importance of ongoing participation in intergovernmental activities at the regional, state, and national levels and by building collaborative relationships to influence legislative and regulatory changes consistent with the Town's interests and needs.
- Significant and relevant experience managing a town or county government similar in scale and complexity to the Town of Florence.

Education: Bachelor's degree in business administration or public administration or a closely related field from an accredited college or university is required. Preferably a Master's or other advanced degree.

Residency: It is preferred that the Town Manager reside within the Town Limits within one (1) year of employment; this item is negotiable.

www.florenceaz.gov



JOIN OUR TEAM

At the Town of Florence, AZ

Compensation & Benefits

This is an at-will contract position. The salary range for this position is \$155,810-\$233,716 plus benefits. The actual starting salary will depend on the successful candidate's qualifications. Benefits include health, dental, vision, and life insurance for employees and families, enrollment in the Arizona State Retirement System, deferred compensation plan, generous paid time off (vacation/sick time), plus 12 paid holidays.

Additionally, the Town Council will pay reasonable and customary moving and relocation expenses, and ideally, the new Town Manager will live within the Town's boundaries.

To Be Considered

This position will remain open until a final selection is made. The first review of applications will begin on Monday, January 29, 2024. Interested candidates will be required to submit a resume and compelling cover letter to apply@ralphandersen.com. Candidates are encouraged to apply early in the process for optimal consideration.

Preliminary screening interviews will be conducted by Ralph Andersen & Associates. The first round of interviews (via video) with the Town Council will be conducted in-person during early-February. Round #2 will involve in-person interviews. Candidates should be aware that designation as a "Finalist" will require public release of a candidate's name and submitted materials. In the final steps of the process, additional steps may also include a tour of the community and introduction to key staff. References will not be contacted until mutual interest has been established. Confidential inquiries are welcomed and should be directed to Ms. Heather Renschler, Ralph Andersen & Associates, at (916) 630-4900. Alternatively, a scheduled appointment may be made by emailing scheduling@ralphandersen.com.

Candidates should be aware that the Town Council will work to accommodate a mutually agreeable start date. The Town appointed an internal candidate to be the Acting Town Manager (not a candidate for the contract position). The Town of Florence is an EEO/ADA Employer. Pursuant to Arizona open records law, an applicant's resume may be subject to public disclosure.

