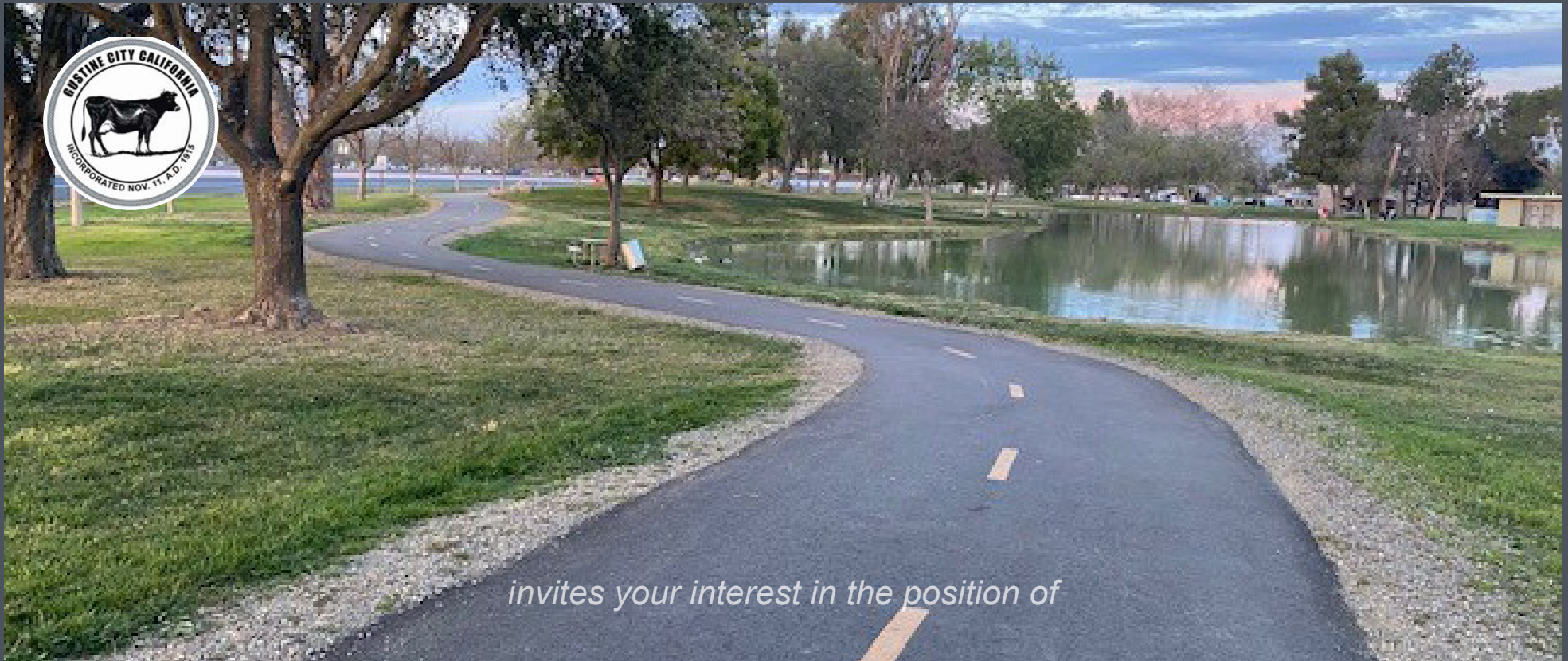


City of Gustine

CALIFORNIA



invites your interest in the position of

CITY MANAGER

Recruitment services provided by Ralph Andersen & Associates

A Unique Opportunity

The City Council of Gustine, in Merced County, is seeking an energetic and enthusiastic professional to join this organization. This talented professional will be an effective hands-on manager for a staff of 33 and a general fund budget of \$2.5 million. Ideally, the top candidate will be a generalist with emphasis on community development, complemented by strong working knowledge of finance, planning, economic development, and quality customer service. The City is on the cusp of some large development and infrastructure projects. This includes the 203-acre Southeast Gustine Master Plan where the first phase of development encompassing 265 single-family residential lots is currently in the subdivision stage. Also, the City has been very successful in receiving millions of dollars in grants to upgrade its streets, sewer and water infrastructure, and park facilities. The City is scheduled to break ground on the \$3.3 million State Highways 33/140 Roundabout this year.



The Community

With a rich history that mirrors the development of California's agriculture, Gustine is a small city located 29 miles west of Merced in the fertile San Joaquin Valley in central California. The 250-mile-long valley is the state's top agricultural region and is frequently called "the nation's salad bowl" for the abundance of vegetables and fruits grown there. Gustine was established in the early 1900s as a station on the Southern Pacific Railroad and was named after Sara "Gussie" Miller, the daughter of Henry Miller, an early California land baron and agricultural pioneer. Since its beginnings, dairies and agriculture have been an integral part of Gustine's heritage, identity, and economic base. Encompassing 1.6 square miles, Gustine today is home to 6,110 residents who take pride in its family-oriented hometown atmosphere and strong sense of community.



The quality of life in Gustine has allowed the community to enjoy steady but moderate growth throughout the decades. The town's economy has traditionally been driven by dairy production, and today includes processing and distribution plants for a variety of products. With its affordable housing, Gustine is increasingly becoming a bedroom community to Merced, as well as the San Francisco Bay area which is a one and one-half hour commute away.

The Community *continued*

Downtown Gustine features shops, restaurants and other businesses primarily serving local residents. Regional shopping centers in nearby Merced, Los Banos, Turlock, and Modesto complement the local shops. Public and private schools provide education for children from kindergarten through high school. The City is served by the Gustine Unified School District. Within the City, there is one public elementary school, one middle school, and one public high school. The City also is home to Our Lady of Miracles Catholic School serving preschool through 8th grade. Gustine is within easy driving distance to the University of California at Merced, the newest of the University of California campuses and California State University Stanislaus. There are also several community colleges in the area.

Much of the appeal of Gustine can be found in its wide, tree-lined streets and attractive parks. The City has 40 acres of beautiful parks including the landmark Schmidt Park and historic Henry Miller Park. Recreational amenities include playgrounds, sports facilities, a municipal swimming pool, and a community center. Gustine also is just minutes from the San Luis Reservoir State Recreation area, a public recreation area offering camping, fishing, swimming, boating, wind surfing and kayaking as well as access to horseback riding, biking, and hiking trails. The City's proximity to Interstate 5 just six miles west, as well as State Highways 140 and 33, which intersect Gustine, affords residents and travelers easy access to popular destinations such as Yosemite National Park, the scenic Monterey Peninsula and rolling hills of San Francisco. All are within a drive of two hours or less.

There is a strong community spirit in Gustine. Residents of all ages are actively involved in the community through a variety of clubs and organizations including Rotary, Lions, and 4-H clubs. The community hosts numerous festivals and celebrations throughout the year, including the Fourth of July festivities in the summer, the City's Halloween event in the fall and the downtown Christmas celebration in November. Gustine's most notable celebration, however, is the "Our Lady of Miracles" Portuguese Festa which draws over 20,000 people annually. The ten-day event has been attracting people from all over California, and as far away as Portugal, since 1936.

The Organization

The City of Gustine is a General Law City incorporated on November 11, 1915 and operates under the Council/Manager form of government. The City Council is comprised of five members: four City Council Members are elected for four-year terms, while the Mayor is elected for a two-year term.

The City's total annual budget is approximately \$18-20 million, with approximately \$13 million approved for operations and the remainder is estimated for Capital Improvement Projects. The City's General Fund for FY 2023-24 is \$2.8 million. With 33 employees, Gustine provides a range of services including general administration (City Clerk, Personnel, and Finance), Police, Community Development, Public Works as well as Parks and Recreation. City Attorney, Engineering, Education, Fire Protection, Library, Trash, and Street Sweeping services are provided by separate entities. Gustine is home to a municipal airport owned and operated by the City of Gustine.

Gustine is a well-balanced City that prides itself on a responsive municipal government and a strong sense of community. The City's small-town character allows residents to live in quiet and friendly neighborhoods. With a low crime rate, Gustine is a place where residents can rest easy and enjoy hometown living.

For more information about the City of Gustine, please visit their website at: www.cityofgustine.com.



The Position

The ideal candidate will be a generalist with local governmental experience. Technical strengths for the new City Manager will be best served in the areas of community development and finance. A well-rounded candidate would also bring other skills including knowledge of revenue generation, customer service, and intergovernmental relations. The new City Manager will also embrace the culture of the organization and continue to promote the values held by the community for highly ethical, responsive, and efficient delivery of services. Approachability, attention to detail, patience, responsiveness, and follow-through are essential keys to success in this community.

A critical aspect of this role is establishing rapport and a positive relationship with the entire City Council, community, and staff. An effective working relationship will be the result of proactive and regular communications with all constituents.

The City Manager will also possess outstanding communication, listening, and interpersonal skills. It is expected that the individual selected will be a strategic and proactive thinker. The City Manager will also have proven intergovernmental relation skills and will enjoy working with community partners throughout the region. Gustine's City Manager needs to also be approachable and inclusive. It is expected that the City Manager will be excited to engage the community to participate in civic affairs.

The top candidate will be an outgoing leader with a hands-on management style who will actively involve the small team of Department Directors in support of the City Council's goals. Additionally, the selected candidate will take a collaborative approach and work to gain consensus while remaining apolitical. Presenting all options for consideration to the elected body will also be important and supported by well-documented and completed staff work.

The ideal candidate will possess the following personal characteristics and attributes:

- ◆ Results driven approach to the successful management of an organization including a key understanding of municipal finance, public safety, public works, and all aspects of municipal service delivery;
- ◆ Confident style that will promote candid discussions and encourage diversity of thought by providing an environment that emphasizes the review of options and alternatives for the City Council's consideration; and
- ◆ Ability to provide leadership to both the City Council and staff with the ability to set goals and objectives, be able to motivate others of varying levels, and contribute effectively to their timely achievement and successful performance.

Experience and Education

The City Council will be actively involved with Ralph Andersen & Associates in the initial screening and evaluation of resumes to determine the appropriate match of professional experience and education.

Experience: This is an ideal position for an energetic mid-career professional to assume the top position in a municipal organization. Candidates with applicable experience in a comparable size organization are encouraged to apply. Experience working with an engaged elected body is strongly desired. All highly qualified candidates from existing city manager to aspiring professional are strongly encouraged to apply. The City Council will consider a broad spectrum of talented individuals.

Education: A Bachelor's degree in planning, public or business administration, or a closely related field is required. An advanced degree is preferred.



Compensation

The City Council is prepared to offer a competitive salary for the next City Manager including CalPERS retirement – classic members 2.5% @ 55 formula. New members participate in a 2% @ 62 formula. In addition, the City covers the majority of healthcare costs for employees and eligible dependents, and 100% of dental and vision coverage. A mutually agreeable employment agreement will be negotiated. Further details on compensation and benefits may be obtained through discussions with Ralph Andersen & Associates.

To Be Considered

This is a confidential recruitment and will be handled accordingly throughout the various stages of the process. Candidates should be aware that references will not be contacted until mutual interest has been established. Candidates are encouraged to **apply immediately**. Electronic submittals are strongly preferred via email to apply@ralphandersen.com, and should include a compelling cover letter, comprehensive resume, and five professional references. Ralph Andersen & Associates will work in concert with the City to conduct the initial evaluation of submitted materials to determine the best overall match with the established criteria as outlined in this recruitment profile. Confidential inquiries welcomed to Mr. Fred Wilson, Ralph Andersen & Associates, at (916) 630-4900.



The City of Gustine is an equal opportunity employer.