

## COMPENSATION

The salary range for the City Manager is open, and is dependent upon qualifications. The City also offers an attractive benefits package including:

**Retirement** – CalPERS 2% @ 55. City pays employee and employer contribution.

**Deferred Compensation** – City contributes 1.6% annual salary to deferred compensation.

**Life Insurance** – Provided in the amount of twice annual gross salary to maximum of \$200,000.

**Medical** – City pays 100% of Kaiser premium in effects as of January 1, 2007, and 85% of each increase in the premium (employee pays remaining 15% of increase in premium). Retirement health benefit available based on years of service.

**Dental Insurance** – City pays 100% premium for employees and dependents including orthodontic benefit.

**Long-Term Disability** – Provided by City.

**Vacation Leave** – 15 days annually.

**Sick Leave** – 1 day per month.

**Holidays** – 16.5 holidays (includes .5 day Christmas Eve through New Year's day) and 4 floating holidays.

**Executive Leave** – 10 Days.

**Auto Allowance** – \$550 per month.



## TO APPLY

To apply for this opportunity please visit our website at [www.bobmurrayassoc.com](http://www.bobmurrayassoc.com). You will be prompted to create an online profile. If you have any questions, please contact our offices at (916) 784-9080. A detailed brochure is available.

**Filing Deadline:  
March 15, 2008**

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 Martinez. 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. Bob Murray at:

(916) 784-9080.





# CITY OF MARTINEZ, CALIFORNIA

INVITES YOUR  
INTEREST IN  
THE POSITION OF

## CITY MANAGER



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

## THE COMMUNITY

Located along the Sacramento and San Joaquin rivers in the central part of Contra Costa County, the City of Martinez is just 35 miles northeast of San Francisco. The City's roots can be traced to the late 1840's when it served as a ferryboat transit point across the Carquinez Straits on the way to the gold fields of California. By the time of its incorporation, Martinez had evolved into one of the area's most significant trading posts and shipping ports. Today, the City serves as the County Seat and covers 12.5 square miles with approximately 36,900 residents.

As one of California's first towns, Martinez retains a strong sense of history and family. The renowned naturalist John Muir made Martinez his home for nearly a quarter of a century, and a year after his passing in 1915 the legendary baseball great Joe DiMaggio was born here. One of the unique aspects of Martinez is its architecture. Many of the downtown shops still retain their early 20<sup>th</sup> Century look and charm, and some Martinez homes date back more than 125 years.

Respecting its past but with an eye to the future, Martinez has modernized both its infrastructure and its downtown. The City opened an award-winning Intermodal Facility in 2001 that has become a popular stop along the Amtrak line. It also completed a major restoration of Alhambra Creek that beautifies the downtown as well as controls the risks of flooding and is actively developing a marina.

With its richness of history, family orientation, and central location in the Northern Bay area, Martinez has much to offer to its residents, businesses, and visitors.

## THE ORGANIZATION

Established in 1876, Martinez is governed by a Council/Manager form of government. A Mayor and four Council members are directly elected to serve four-year, overlapping terms. The City Treasurer and City Clerk are also elected positions.

The Mayor and City Council appoint

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the City Manager to oversee the operations of a nearly full-service organization of 131 full-time employees.

City departments include Administrative Services, Community and Economic Development, Police and Public Works. The City treats and distributes its own water; however, fire services are provided by the Contra Costa County Fire Protection District. General fund operation expenditures are \$20 million and the total budget is \$39 million.

The City's Biennial Budget for fiscal years 2007-2009 reflects specific goals and objectives that are summarized below:

- Retain and enhance the City's small town character and strong sense of community.
- Continue to preserve the City's history to the community's advantage.
- Enhance the City's image to attract more investors and visitors.
- Work toward a stronger, more diverse local economy.
- Expand opportunities for outdoor recreation.
- Economic development, revitalization and redevelopment.
- Marina improvements, including removal of ferry pier.
- Ensure public safety and emergency preparedness.
- Adoption of a new unreinforced masonry ordinance.



- Enhance park maintenance and put the best “physical face” on Martinez.
- Continue street repairs and maintenance.
- Upgrade and program the amphitheater as a venue for vibrant summer activities.
- Assure continued City service delivery in the most economical and efficient way possible.
- Embrace the community through programs, initiatives, and activities.
- Maintain fiscal health.



The City of Martinez invites you to visit its web site at [www.cityofmartinez.org](http://www.cityofmartinez.org).

## THE IDEAL CANDIDATE

The incoming City Manager will be a dynamic team-oriented manager and leader who understands the nature of a smaller, established community. This will require a self-confident individual who is a clear communicator able to focus on commonalities rather than differences. The ideal candidate will be politically astute; visible; approachable; and accessible to the Council, community, and staff; and will be personable with a sense of humor as well as an ability to get things done.

The individual selected for this position of City Manager will have experience in development-related approaches to revitalization, economic development, planning, and capital projects. The City Manager will be savvy in forming cooperative working relationships, dealing with private enterprise, and comfortable in an environment that may be resistant to some development-related approaches. In addition, the ideal candidate will have experience in budgeting and financing as well as identifying alternative and creative revenue and funding sources in a built-out community.

The City Council is seeking a seasoned individual who is capable of handling economic development, community development,

redevelopment, while ensuring the financial stability of the city. To do this the ideal candidate must be a strong manager and leader who is capable of standing up to the City Council while providing clear direction with the future of the city in mind. He/she must be willing to hold people accountable and lead by example.

Downtown Martinez is a focus for the city. There are several vacancies and outdated infrastructure. It will be a priority for the City Manager to focus on the plans and possibilities for the future of the downtown.

Working with a relatively lean but hard working staff, the City Manager will have the ability to assess the organization and identify opportunities for training and development as well as enhancements and improvements. While serving as a leader to staff, the City Manager will bring a team approach to problem solving.

The incoming City Manager will be a dynamic team-oriented manager and leader who understands the nature of a smaller, established community.

This position requires a broad understanding of municipal operations, particularly in the areas of finance, budget, economic development and redevelopment. A Bachelor’s degree from an accredited college or university in public or business administration or a related field is required. A Master’s degree is preferred.