

CITY OF
ROSEVILLE
 CALIFORNIA

**ECONOMIC
 DEVELOPMENT
 DIRECTOR**

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

THE COMMUNITY

The City of Roseville, CA with approximately 146,000 residents, is the largest city in Placer County and receives accolades each year for a variety of distinctions—from best place to raise a family, start a business, buy a first home, and retire; to most playful city, healthiest city, and one of the lowest cost places in California to do business. Founded in 1909 at the base of the Sierra Nevada foothills, Roseville is a 25-minute drive from California's capital, and a few hours' drive to world-class destinations like San Francisco, Napa, Lake Tahoe, and Yosemite, where options for recreation, leisure, and entertainment are seemingly boundless.

The strength and balance of Roseville's diverse economy allows the City to thrive. With low unemployment and one of the highest levels of educational attainments among its residents, Roseville's highly qualified workforce proves attractive to large corporations, small businesses, and tech-savvy startups. Business ventures in Roseville range from technology and healthcare to agriculture and financial services. Top employers include Hewlett-Packard, Kaiser Permanente, Sutter Health, Adventist Health, and Union Pacific Railroad. Economic gems draw in the crowds, with the expansive Westfield Galleria at Roseville, the Roseville Automall, and Fountains at Roseville leading the way. Demand for commercial space is evident, with occupancy rates for office, retail, and industrial space lingering in the high 90th percentile for several years.

Cultural and entertainment venues within and around the City provide a way to take a break from the hustle and bustle of life. Vernon Street Town Square offers everything from free yoga and story time to concerts, wine festivals, movies, and farmers' markets. Live music can be heard at Roseville's Music in the Park or in many venues in its historic downtown. During the summer, Downtown Tuesday Nights allow residents to mix and mingle with different vendors and live bands all along historic Vernon Street. Other avenues of family fun include Topgolf, iFly Indoor Skydiving, Golfland Sunsplash, Denio's Farmers Market & Swap Meet, or cycling or running along miles of connected, paved trails. Residents have plenty of day-trip options for entertainment. Whether it is the wineries of Napa; the outdoor activities of Lake Tahoe, Folsom Lake and Lake Natoma; the city life of San Francisco; or a little further south to the beauty of Yosemite, Roseville is within driving distance of the best that Northern California has to offer.

Roseville is an ideal place to raise a family and takes pride in its robust parks and recreation programs and award-winning educational system. A Mediterranean climate provides plenty of opportunities for outdoor activities like hiking, biking, and swimming in the



spring and summer months and for skiing and snowboarding in the winter months. People of all ages can choose from an abundance of recreational programs, over 60 neighborhood parks, golf courses, state-of-the-art fitness centers, and thousands of acres of open space. Several schools within city limits have been recognized by the Department of Education with "California Distinguished School" awards, and the international baccalaureate program is available in three middle and high schools throughout the City. Roseville is also within driving distance of William Jessup University; Sierra Community College; California State University, Sacramento; and the University of California, Davis.

THE ORGANIZATION

The City of Roseville operates under a Council-Manager form of government that combines the civic leadership of elected official with the managerial experience of an appointed city manager. The City Council comprises five members who are elected at-large to serve staggered, four-year terms. The City Council is the legislative policy-making body which determines not only the local laws that regulate community life, but also determines public policy and gives direction to the City Manager and the City Attorney. The City Manager is responsible for implementing City Council policy and administering the day-to-day operations and affairs of the city government in a businesslike and prudent manner.

Roseville is a full-service city with a dedicated staff of approximately 1,260.5 full-time equivalent positions and supported by a FY 2021-22 total budget of \$614 million, inclusive of \$331 million in Enterprise Funds and a General Fund budget of \$176 million. City departments include City Attorney; City Clerk; City Manager; Development



Services; Economic Development; Finance; Fire; Human Resources; Information Technology; Parks, Recreation & Libraries; Police; Public Affairs & Communications; Public Works; and three enterprise operations – Roseville Electric Utility, Environmental Utilities, Roseville Transit and Adventure Club program.



THE POSITION

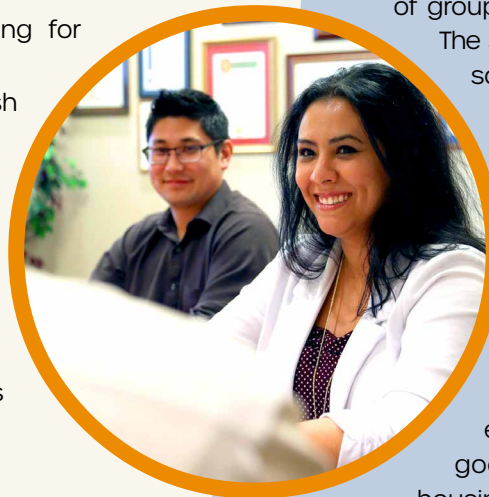
Under administrative direction of the City Manager, the Economic Development Director plans, organizes, directs, and reviews the activities and operations of the Economic Development Department, the Housing Division/Roseville Housing Authority, the Economic Development Advisory Committee and the Grants Advisory Commission. The Economic Development Director also coordinates Economic Development, Housing, Revitalization, Grant activities with City departments, outside agencies and private partners and to provide highly responsible and complex administrative support to the City Manager.

Essential functions of the Economic Development Director include, but are not limited to, the following:

- Update the 2017-2022 Economic Development Strategy.
- Create small business support and pandemic recovery programs.
- Work with Development Services to achieve new Regional Housing Authority Allocations.
- Work to create strategies to help secure funding for affordable housing efforts in Roseville.
- Partner with private sector business to establish industry innovation projects.
- Expansion of the Roseville Façade Improvement Rebate Program.
- Implementation of new 5-year plan strategies.
- Serve as liaison to the Great Sacramento Economic Council, Roseville Economic Development Advisory Committee and Grants Advisory Commission.
- Assist with the City's implementation of the City's Unsheltered Strategy Plan.

THE IDEAL CANDIDATE

The City seeks a visionary and progressive leader for their Economic Development Director position. The incumbent will bring a high level of energy and commitment to the Department, the organization, and to the community as a whole. The ideal candidate will possess strong leadership skills and the ability to create a team-oriented environment that emphasizes cooperation, accountability, and responsiveness in order to achieve



the goals and objectives of the Department. The Director will oversee a staff of 17. As such, the selected candidate will need to be committed to staff development and will serve as a mentor to all staff.

The City is seeking candidates whose values and priorities align with the City's core competencies:

- Focus on people
- Build trust
- Ensure accountability
- Communicate effectively
- Collaborate inclusively
- Make quality decisions
- Be adaptable/agile

The new Director will possess excellent interpersonal skills. He/she will create an open, collaborative, and successful working relationship with the City Council, community groups, developers, and other City executives. Someone who is politically astute, yet apolitical and has the ability to establish trust with these entities is essential. The ideal candidate will be an articulate communicator, a good listener, and will have the ability to interact with a variety of groups within the community.

The selected candidate will be someone who facilitates citizen participation and works constructively with developers.

An experienced economic development professional is desired to develop strategies and oversee projects that achieve desired economic development goals and manage the housing program for the City. The City is seeking candidates who will be dedicated to moving the City of Roseville forward and taking its economic development to the next level. Candidates who can show a successful history in establishing and fulfilling goals and objectives

for their organization will be highly valued. The ideal candidate will possess keen business acumen and be opened to taking advantage of new opportunities as they present themselves. A strategic problem solver and creative thinker is sought who has experienced in a mid to large size full service economic development department. It is essential that this individual be a team player with a big picture perspective in order to create a more efficient and effective economic development organization.

QUALIFICATIONS

At a minimum, candidates must possess a Bachelor's degree from an accredited college or university with major course work in planning, engineering, public administration, or a closely related field, and have six (6) years of increasingly responsible experience in economic development, community development, planning or a closely related field including two years of administrative and management/project management responsibility. Possession of a valid California Driver's License is required upon hire.

THE COMPENSATION

The annual salary range for the incoming Economic Development Director is \$149,499-\$200,343; placement within this range is dependent upon qualifications and experience. The City offers a comprehensive benefits package that includes:

Retirement - The City participates in the California Public Employees' Retirement System (PERS) under a 2.7% @ 55 formula for Classic Members and a 2% @ 62 formula for New Members. The City does not participate in Social Security.

Health and Welfare Insurance - The City contributes \$1,347 per month towards the medical premium for employee and eligible dependents along with a \$228 per month flex credit which may be applied toward medical, dental or vision premiums. An additional \$190 per month is contribute toward Family Medical only.

Retiree Health - Tier III RHS contribution program. City contribution of \$100 per month after five years. See Management/Confidential Terms for specifics: <https://www.roseville.ca.us>

Life Insurance - City paid at two times the annual salary.

Holidays - 12 paid holidays per year.

Vacation - 12 to 20 days per year based on years of service.

Sick Leave - 12 days per year.

Management Leave - Up to 100 hours per year of cashable leave.

Deferred Compensation Plan - City contribution of 3% after five years of service.

Other Benefits - Expense reimbursement for business, travel budget, relocation assistance, education reimbursement and positive work culture.

TO APPLY

If you are interested in this outstanding opportunity, please apply online at:

www.bobmurrayassoc.com

**Filing Deadline:
September 5, 2021**

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. Candidates will be advised of the status of the recruitment following finalist selection. Finalist interviews will be held with the City of Roseville on September 20th and 21st, 2021. 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.

If you have any questions, please do not hesitate to call Ms. Valerie Phillips at:

(916) 784-9080

