



CITY OF MARTINEZ

**CITY COUNCIL AGENDA
July 16, 2014**

TO: Honorable Rob Schroder, Mayor and City Council
FROM: Jeffrey A. Walter, City Attorney
SUBJECT: Approval of Contract with Bob Murray & Associates
DATE: July 9, 2014

RECOMMENDATION:

Approve the contract with Bob Murray & Associates to assist in recruiting, interviewing and selecting a qualified individual to serve as the permanent City Manager.

BACKGROUND:

At a previous Council meeting, the City Council vetted three responses from various companies offering their services to the City to assist the Council in recruiting, interviewing, vetting and selecting a person to become the permanent City Manager for the City. Of these, the Council selected Bob Murray & Associates to provide the desired services and directed that a contract be developed to retain this firm for that purpose.

Such a contract has been proposed by Bob Murray & Associates and it is attached. Although the contract provides that this firm will begin its work on or about August 1, 2014, because of the imminence of City Council elections in November 2014, Mr. Murray has indicated that in all likelihood the significant outreach, advertising of the position and solicitation of applications will not begin in earnest until near and/or after the election.

FISCAL IMPACT:

Provided the City Council does not require additional work beyond that described in the attached contract, the City should expect to pay no more than approximately \$24,000.

ACTION:

Motion approving the contract with Bob Murray & Associates to assist in recruiting, interviewing and selecting a qualified individual to serve as the permanent City Manager.

Attachments:

Proposed Contract

Original Proposed Contract

APPROVED BY:


Interim City Manager

PROFESSIONAL SERVICES AGREEMENT

This agreement is made by and between the City of Martinez (the Client), and Bob Murray & Associates (the Consultant).

- A. Engagement: The Client agrees to engage the Consultant to perform the services described below, the project described as an executive recruitment for a City Manager (the Search).
- B. Services: The Consultant agrees to perform certain services necessary for the completion of the search, which services shall include the following:
 - a. Develop the Candidate Profile
 - b. Develop Advertising Campaign and Recruitment Brochure
 - c. Recruit Candidates
 - d. Screen Candidates
 - e. Conduct Personal Interviews
 - f. Conduct Public Record Search
 - g. Provide Recommendation
 - h. Assist with Final Interviews
 - i. Conduct Detailed Reference Checks
 - j. Assist with Negotiations
 - k. Provide Complete Administrative Assistance

As described in the proposal dated March 19, 2014.

- C. Relationship: The Consultant is an independent contractor and is not to be considered an agent or employee of the Client.
- D. Compensation: As full compensation for the Consultant's professional services performed hereunder, the Client shall pay the Consultant the fixed amount of \$17,500 (seventeen thousand, five hundred dollars). This amount includes four (4) meetings on site at Client's place of business between Client and Consultant, and reference checks conducted by telephone for three (3) candidates. Additional on-site meetings or reference checks will incur additional professional services fees.
- E. Expense Reimbursement: The Consultant shall be entitled to reimbursement for expenses from the Client for consultant travel; advertising, printing and binding; clerical; postage other than first class mail; background and public records checks; and credit checks. First class mail postage, photocopying, and telephone charges are allocated costs. Expenses to be reimbursed shall not exceed \$6,500 (six thousand, five hundred dollars) without prior approval of the Client. Copies of receipts will not be provided unless specifically requested and made part of this contract.
- F. Compensation for Additional Services: In the event the Client elects to require additional services of the Consultant in addition to those described in paragraph B the Consultant shall be compensated at an agreed upon rate.

- G. Method of Payment: The Client shall be billed monthly by the Consultant for the work completed as of that date. Expenses shall be billed and due at the same time.
- H. Term: The term of this agreement shall commence on August 1, 2014, at which time Consultant shall begin work on the Search and shall continue until the search is completed.
- I. Termination: This agreement may be terminated; (a) by either party at any time for failure of the other party to comply with the terms and conditions of this Agreement; (b) by either party upon 10 days prior written notice to the other party; or (c) upon mutual written agreement of both parties. In the event of termination, the Consultant shall stop work immediately and shall be entitled to compensation for professional fees and expense reimbursement to the date of termination and for any work necessitated by that termination.
- J. Indemnity: Except for loss, damages, liability, claims, suits, costs and expenses whatsoever, including reasonable attorney's fees, caused solely by the negligence of the Client, its Council, boards, commissions, officers and employees, Consultant shall indemnify, defend and hold harmless the Client, its Council, boards and commissions, officers, and employees from and against any and all loss, damages, liability, claims, suits, costs and expenses whatsoever, including reasonable attorney's fees, regardless of the merits or outcome of any such claim or suit arising from or in any manner connected to Consultant's negligent act or omission regarding performance of services or work conducted or performed pursuant to this Agreement.
- K. Miscellaneous:
- a. The entire agreement between the parties with respect to the subject matter hereunder is contained in this agreement.
 - b. Neither this agreement nor any rights or obligations hereunder shall be assigned or delegated by the Consultant without the prior written consent of the Client.
 - c. This agreement shall be modified only by written agreement duly executed by the Client and the Consultant.
 - d. Should any of the provisions hereunder be found to be invalid, void or voidable by a court, the remaining provisions shall remain in full force and effect.
 - e. This agreement shall be governed by and construed in accordance with the laws of the State of California.

- f. All notices required or permitted under this agreement shall be deemed to have been given if and when deposited in the United States mail, properly stamped and addressed to the party for whom intended at such party's address listed below, or when delivered personally to such party. A party may change its address for notice hereunder by giving written notice to the other party.

Wherefore, the parties have entered into this agreement as of the later of the dates stated below.

Approved:

Dated: _____, 2014

Bob Murray & Associates

By: _____

Title: President

1677 Eureka Road, Suite 202
Roseville, CA 95661

Dated: _____, 2014

City of Martinez

By: _____

Title: _____

Client billing contact:



**A PROPOSAL TO CONDUCT AN EXECUTIVE
RECRUITMENT FOR A
City Manager
ON BEHALF OF THE
City of Martinez**



March 19, 2014

Jeffrey A. Walter, Martinez City Attorney
c/o Walter & Pistole
670 W. Napa Street, Suite F
Sonoma, CA 95476

Dear Mr. Walter:

Thank you for inviting Bob Murray & Associates to submit a proposal to conduct the City Manager recruitment for the City of Martinez. The following proposal details our qualifications and describes our process of identifying, recruiting and screening outstanding candidates on your behalf. It also includes a proposed budget, timeline, guarantee, and sample recruitment brochure.

At Bob Murray & Associates, we pride ourselves on providing quality service to local governments. We have created a recruitment process that combines our ability to help you to determine the direction of the search and the types of candidates you seek with our experience recruiting outstanding candidates who are not necessarily looking for a job. Our proven expertise ensures that the candidates we present for your consideration will match the criteria you have established and will be outstanding in their field.

With respect to the City Manager recruitment, Bob Murray & Associates offers the following expertise:

- We have placed over 200 City Managers since our firm's inception in 2000. We are currently conducting City Manager recruitments on behalf of the cities of Oxnard, Pico Rivera, and Rancho Cordova, CA and recently completed the City Manager search for the City of San Fernando. In the last five years, we have completed just shy of 60 City Manager recruitments. In **2013**: Albany, Cathedral City, Chino Hills, Colton, Hemet, and Santa Ana, CA; Glendale and Phoenix, AZ; and Dallas, TX. In **2012**: Atherton, Chino, Concord, El Monte, Fortuna, Lake Elsinore, Marina, South Gate, and Ventura, CA; Tucson, AZ; Miami Beach, FL; and Topeka, KS. In **2011**: Arcadia, Loomis, Monrovia, Montebello, Mountain View, Pittsburg, Salinas, San Marcos, Santa Ana, St. Helena, and Woodland, CA; Arvada and Centennial, CO; and Fort Lauderdale, FL. In **2010**: Calistoga, Chowchilla, Escalon, Laguna Beach, Menifee, Monterey park, Patterson, San Carlos, San Rafael, Santa Rosa, South Lake Tahoe, and Walnut Creek, CA and Oak Creek, WI. In **2009**: Coronado, Roseville, San Pablo, Santa Paula, Temple City, and Turlock, CA; Phoenix, AZ; Reno, NV; and Kirkland, WA. Our extensive contacts and knowledge of outstanding candidates will ensure you have a quality group of finalists from which to select the City of Martinez's next City Manager.

➤ Bob Murray & Associates is familiar with Contra Costa County and the surrounding region. We most recently completed recruitments on behalf of the cities of Walnut Creek (City Manager, City Attorney, and Police Chief); Concord (City Attorney, City Manager, Economic Development Director and Police Chief); and Pittsburg (City Manager and Police Chief). In addition, we have conducted recruitments on behalf of the cities of Antioch (City Manager); Brentwood (Police Chief); El Cerrito (Police Chief); Hercules (Finance Director); Oakley (City Manager); Orinda (City Manager); Richmond (Capital Projects Manager, Senior Engineers, Associate Engineers – CIP Division, and Wastewater Contract Administrator); San Pablo (City Manager); San Ramon (City Manager); and Walnut Creek (Community Development Director). We have also conducted recruitments on behalf of the Central Contra Costa Sanitary District (Collection Systems Operations Manager, Director of Collection System Operations, Director of Plant Operations, District Secretary, General Manager, Purchasing & Materials Manager, Safety & Risk Management Administrator); the Central Contra Costa Solid Waste Authority (Executive Director); the West Contra Costa Integrated Waste Management Authority (Executive Director); and the West Contra Costa Transportation Advisory Committee (Executive Director). Our knowledge of the region, its issues, and its outstanding quality of life will be an asset in presenting this opportunity to prospective candidates.

A significant portion of our process focuses on conducting thorough and confidential background investigations of the top 2-3 candidates to ensure that nothing about them is left undiscovered. We have candid discussions with references who have insight into the candidate's experience, style and ethics; conduct a search of newspaper articles; and run credit, criminal and civil records reports. This ensures that the chosen candidate will not only be an excellent fit with the City of Martinez, but also that the selected candidate will reflect positively upon your organization.

To learn first hand of the quality of our service and our recruitment successes, we invite you to contact the references listed on page 8 of the attached proposal.

We look forward to your favorable consideration of our qualifications. Please do not hesitate to contact us at (916) 784-9080 should you have any questions.

Sincerely,



Bob Murray
President
Bob Murray & Associates

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THE RECRUITMENT PROCESS

Bob Murray & Associates' unique and client oriented approach to executive search will ensure that the City of Martinez has quality candidates from which to select the new City Manager. Outlined below are the key steps in our recruitment process.

STEP 1 DEVELOPING THE CANDIDATE PROFILE

Our understanding of the City of Martinez's needs will be key to a successful search. We will work with the Mayor and City Council, as well as other key stakeholders in the organization and in the community, to learn as much as possible about the organization's expectations for a new City Manager. We want to learn the values and culture of the organization, as well as understand the current issues, challenges and opportunities that face the City of Martinez. We also want to know the Mayor and City Council's expectations regarding the knowledge, skills and abilities sought in the ideal candidate and will work with the City to identify expectations regarding education and experience. Additionally, we want to discuss expectations regarding compensation and other items necessary to complete the successful appointment of the ideal candidate. The profile we develop together at this stage will drive subsequent recruitment efforts.

STEP 2 ADVERTISING CAMPAIGN AND RECRUITMENT BROCHURE

After gaining an understanding of the City of Martinez's needs, we will design an effective advertising campaign appropriate for the City Manager recruitment. We will focus on professional journals that are specifically suited to the City Manager search. We will also develop a professional recruitment brochure on the Mayor and City Council's behalf that will discuss the community, organization, position and compensation in detail. Once completed, we will mail the profile to an extensive audience, making them aware of the exciting opportunity with the City of Martinez.

STEP 3 RECRUITING CANDIDATES

After cross-referencing the profile of the ideal candidate with our database and contacts in the field, we will conduct an aggressive outreach effort, including making personal calls to prospective applicants, designed to identify and recruit outstanding candidates. We recognize that the best candidate is often not looking for a new job and this is the person we actively seek to convince to become a candidate. Aggressively marketing the City Manager position to prospective candidates will be essential to the success of the search. We would recommend focusing outreach efforts on California only or on the twelve western states in order to maximize the potential of recruiting candidates with knowledge relevant to our state.

STEP 4 SCREENING CANDIDATES

Following the closing date for the recruitment, we will screen the resumes we have received. We will use the criteria established in our initial meetings as a basis upon which to narrow the field of candidates.

STEP 5 PERSONAL INTERVIEWS

We will conduct personal interviews with the top 10 to 12 candidates with the goal of determining which candidates have the greatest potential to succeed in your organization. During the interviews we will explore each candidate's background and experience as it relates to the City Manager position. In addition, we will discuss the candidate's motivation for applying for the position and make an assessment of his/her knowledge, skills and abilities. We will devote specific attention to establishing the likelihood of the candidate's acceptance of the position if an offer of employment is made.

STEP 6 PUBLIC RECORD SEARCH

Following the interviews, we will conduct a review of published articles for each candidate. Various sources will be consulted including Lexis-Nexis™, a newspaper/magazine search engine, Google, and local papers for the communities in which the candidates have worked. This alerts us to any further detailed inquiries we may need to make at this time.

STEP 7 RECOMMENDATION

Based on the information gathered through meetings with your organization, and personal interviews with candidates, we will recommend a limited number of candidates for your further consideration. We will prepare a written report on each candidate that focuses on the results of our interviews and public record searches. We will make specific recommendations, but the final determination of those to be considered will be up to you.

STEP 8 FINAL INTERVIEWS

Our years of experience will be invaluable as we help you develop an interview process that objectively assesses the qualifications of each candidate. We will adopt an approach that fits your needs and have previously designed a variety of interview processes allowing for public/community input and involvement. We would suggest that the Martinez City Council interview the top 5-7 candidates identified in Step 7, narrowing the candidate pool to 3 finalists. The 3 finalists would then be interviewed by confidential interview panels consisting of members of the public and City staff. Our recommendation is that these interview panels not be asked to rank candidates but rather be encouraged to give narrative feedback to the Council and identify areas for further discussion. The Council could then conduct follow-up interviews, as necessary.

We will provide you with suggested interview questions and rating forms and will be present at the interview/assessment center to facilitate the process. Our expertise lies in facilitating the discussion that can bring about a consensus regarding the final candidates.

We will work closely with your staff to coordinate and schedule interviews and candidate travel. Our goal is to ensure that each candidate has a very positive experience, as the manner in which the entire process is conducted will have an effect on the candidates' perception of your organization.

STEP 9 BACKGROUND CHECKS /DETAILED REFERENCE CHECKS

Based on final interviews we will conduct credit, criminal, civil litigation and motor vehicle record checks for the top one to three candidates. In addition, those candidates will be the subjects of detailed, confidential reference checks. In order to gain an accurate and honest appraisal of the candidates' strengths and weaknesses, we will talk candidly with people who have direct knowledge of their work and management style. We will ask candidates to forward the names of their supervisors, subordinates and peers for the past several years. Additionally, we make a point of speaking confidentially to individuals who we know have insight into a candidate's abilities, but who may not be on their preferred list of contacts. At this stage in the recruitment we will also verify candidates' degrees.

STEP 10 NEGOTIATIONS

We recognize the critical importance of successful negotiations and can serve as your representative during this process. We know what other organizations have done to put deals together with great candidates and will be available to advise you regarding current approaches to difficult issues such as housing and relocation. We will represent your interests and advise you regarding salary, benefits and employment agreements with the goal of putting together a deal that results in the appointment of your chosen candidate. Most often we can turn a very difficult aspect of the recruitment into one that is viewed positively by both you and the candidate.

STEP 11 COMPLETE ADMINISTRATIVE ASSISTANCE

Throughout the recruitment we will provide the Mayor and City Council with updates on the status of the search. We will also take care of all administrative details on your behalf. Candidates will receive personal letters advising them of their status at each critical point in the recruitment. In addition, we will respond to inquiries about the status of their candidacy within twenty-four hours. Every administrative detail will receive our attention. Often, candidates judge our clients based on how well these details are handled.

BUDGET AND TIMING

PROFESSIONAL FEE AND EXPENSES

The consulting fee for conducting the City Manager recruitment on behalf of the City of Martinez is \$17,500 plus expenses. Services provided for in the fee consist of all steps outlined in this proposal including three (3) days of meetings on site. The City of Martinez will be responsible for reimbursing expenses Bob Murray & Associates incurs on your behalf. We estimate expenses for this project to be \$5,500-\$6,500. Reimbursable expenses include such items as the cost of recruiter travel; clerical support; placement of ads; credit, criminal and civil background checks; education verification; and public records searches. Postage, printing, photocopying, and telephone charges are allocated costs and included in the expense estimate.

TIMING

We are prepared to start work on this assignment immediately and anticipate that we will be prepared to make our recommendation regarding finalists within seventy five to ninety days from the start of the search.

Task:	Week:
Contract Start Date:	TBD
Initial Meeting(s):	Week 1
Our firm develops recruitment brochure:	Week 2
City approves brochure:	Week 3
Job advertising and candidate sourcing:	Weeks 4-8
Our firm reviews application packets:	Week 9
Our firm conducts screening process:	Week 10
City approves candidates:	Week 12
Council interviews semi-finalists:	Week 13
City's interview panel convenes:	Week 14
Reference/Background Checks:	Week 15
Second Interviews by City, if necessary:	Week 16
Offer of Employment:	Week 16

GUARANTEE

We guarantee that should the selected candidate be terminated within the first year of employment we will conduct the search again at no cost (with the exception of expenses) to the City of Martinez. We are confident in our ability to recruit outstanding candidates and do not expect the City of Martinez to find it necessary to exercise this provision of our proposal.

PROFESSIONAL QUALIFICATIONS

Should Bob Murray & Associates be retained to conduct the City Manager search on behalf of the City of Martinez, Mr. Bob Murray and Ms. Valerie Phillips will be the assigned recruiters. They will be assisted by Ms. Sarah Kenney for support services and Ms. Rosa Gomez for administrative matters.

BOB MURRAY, PRESIDENT

Mr. Murray brings over 25 years experience as a recruiter. Mr. Murray is recognized as one of the nation's leading recruiters. He has conducted hundreds of searches for cities, counties, and special districts. He has been called on to conduct searches for some of the largest most complex organizations in the country and some of the smallest. Mr. Murray has conducted searches for chief executives, department heads, professional and technical positions. Mr. Murray has taken the lead on the firm's most difficult assignments with great success. His clients have retained him again and again given the quality of his work and success in finding candidates for difficult to fill positions.

Prior to creating Bob Murray & Associates, Mr. Murray directed the search practice for the largest search company serving local government in the country. Mr. Murray has worked in local government and benefits from the knowledge of having led an organization. Prior to his career in executive search he served as the City Manager for the City of Olympia, Washington. He has also served as an Assistant City Manager and held positions in law enforcement.

Mr. Murray received his Bachelor of Science Degree in Criminology from the University of California at Berkeley with graduate studies in Public Administration at California State University at Hayward.

VALERIE PHILLIPS, VICE PRESIDENT

Ms. Phillips has over 15 years of recruiting experience, including more than a decade of recent experience in executive search for public, private, and startup companies nationwide. Ms. Phillips has expertise in the full recruiting cycle, from process design and outreach through candidate assessment and selection. She has placed senior-level candidates in a variety of industries and fields, including Finance, Information Technology, and Engineering. Ms. Phillips is valued for her passion for finding and retaining the most outstanding candidates for even the most difficult or untraditional assignments and for her commitment to her clients' success. Ms. Phillips has a passion for helping people, evidenced by her fundraising and efforts to raise awareness for organizations such as Autism Speaks and the M.I.N.D. Institute.

SARAH KENNEY, PRINCIPAL CONSULTANT

As Principal Consultant with Bob Murray & Associates, Ms. Kenney is responsible for development of recruitment materials, research, reference checks, and background verifications. Her focus is client service, and she works closely with clients to coordinate candidate outreach and ensure successful searches.

Ms. Kenney brings over a decade of client service and management experience to Bob Murray & Associates. She uses her experience to ensure all parties involved are satisfied with every step of recruitment at our firm.

Ms. Kenney received her Bachelor of Arts degree in Psychology from the University of California at Davis.

ROSA GOMEZ, ADMINISTRATIVE MANAGER

Ms. Rosa Gomez is the Administrative Manager at Bob Murray & Associates. Ms. Gomez is the first point of contact at Bob Murray & Associates and has extensive administrative experience.

Ms. Gomez is known for her personal approach as she works closely with clients and candidates alike to ensure a successful search. As the first point of contact for Bob Murray & Associates Ms. Gomez's professional approach is of the highest caliber.

REFERENCES

Clients and candidates are the best testament to our ability to conduct quality searches. Clients for whom Bob Murray & Associates has recently conducted searches are listed below.

CLIENT: City of Colton, CA
POSITION: City Manager
REFERENCE: Mayor Pro Tem David Toro, (909) 370-5060

CLIENT: City of Hemet, CA
POSITION: City Manager
REFERENCE: Mayor Robert Youssef, (951) 765-2303

CLIENT: City of Laguna Beach, CA
POSITION: City Manager
REFERENCE: Mayor Elizabeth Pearson, (949) 497-7128

CLIENT: City of Marina, CA
POSITION: City Manager
REFERENCE: Mayor Bruce Delgado, (831) 277-7690

CLIENT: City of Monterey Park, CA
POSITION: City Librarian, City Manager; Human Resources Director and Risk Manager; and Director of Management Services
REFERENCE: Mr. Anthony Wong, Council Member, (626) 307-1255; or Mr. Tom Cody, Director of Human Resources and Risk Management, (626) 307-1255

CLIENT: City of Walnut Creek, CA
POSITION: City Attorney, City Manager, Community Development Director, and Police Chief
REFERENCE: Councilmember and former Mayor Cindy Silva, (925) 943-5800; or Mr. Ken Nordhoff, City Manager, (925) 943-5826

BOB MURRAY & ASSOCIATES
CLIENT LIST

CITY MANAGER

Airway Heights, WA	Imperial, CA
Albany, CA	Ione, CA
Albany, OR	Irwindale, CA
Antioch, CA	Kirkland, WA
Apple Valley, CA (Town Manager)	La Mesa, CA
Arcadia, CA	La Palma, CA
Arcata, CA	Laguna Beach, CA
Arvada, CO	Lake Elsinore, CA
Barstow, CA	Lakeport, CA
Benicia, CA	Lancaster, CA
Campbell, CA	Lathrop, CA
Capitola, CA	Lemon Grove, CA
Carmel, CA	Loomis, CA (Town Manager)
Castle Rock, CO (Town Manager)	Los Alamitos, CA
Cathedral City, CA	Manteca, CA
Centennial, CO	Marina, CA
Chico, CA	Martinez, CA
Chino, CA	Menifee, CA
Chino Hills, CA	Menlo Park, CA
Chowchilla, CA (City Administrator)	Merced, CA
Chula Vista, CA	Miami Beach, FL
Claremont, CA	Millbrae, CA
Colton, CA	Mill Valley, CA
Concord, CA	Milwaukie, OR
Coos Bay, OR	Monrovia, CA
Corcoran, CA	Montebello, CA (City Administrator)
Corona, CA	Monterey Park, CA
Coronado, CA	Mountain View, CA
Corte Madera, CA (Town Manager)	Needles, CA
Dallas, TX	Newberg, OR
Dixon, CA	Newcastle, WA
Dublin, CA	Novato, CA
El Monte, CA	Oak Creek, WI (City Administrator)
Elk Grove, CA	Oakdale, CA
Escalon, CA	Oakley, CA
Eugene, OR	Oceanside, CA
Fairfield, CA	Ojai, CA
Fort Lauderdale, FL	Orinda, CA
Fortuna, CA	Oxnard, CA
Fremont, CA	Pacifica, CA
Glendale, AZ	Palo Alto, CA
Goleta, CA	Pasadena, CA
Grover Beach, CA	Patterson, CA
Half Moon Bay, CA	Phoenix, AZ
Hemet, CA	Pittsburg, CA
Hollister, CA	Pico Rivera, CA

Pismo Beach, CA
Pittsburg, CA
Poway, CA
Rancho Cordova, CA
Red Bluff, CA
Rio Vista, CA
Roseville, CA
Salem, OR
Salinas, CA
San Antonio, TX
San Carlos, CA
San Clemente, CA
San Fernando, CA
San Marcos, CA
San Pablo, CA
San Rafael, CA
San Ramon, CA
Santa Ana, CA
Santa Paula, CA
Santa Rosa, CA
Shoreline, WA
Sonoma, CA
South Lake Tahoe, CA
South Pasadena, CA
Springfield, OR
St. Helena, CA
Stanton, CA
Stockton, CA
Temple City, CA
Thousand Oaks, CA
Topeka, KS
Truckee, CA (Town Manager)
Tualatin, OR
Tucson, AZ
Turlock, CA
Vallejo, CA
Ventura, CA
Walnut Creek, CA
Westminster, CA
Woodland, CA
Yuba City, CA

**ASSISTANT/DEPUTY CITY
MANAGER**

Alameda, CA
Arlington, TX
Arvada, CO
Barstow, CA
Beverly Hills, CA
Carlsbad, CA

Dublin, CA
Lancaster, CA
Monterey, CA
North Las Vegas, NV
Orange, CA
Pasadena, CA
Peoria, AZ
Petaluma, CA
Pomona, CA
Rancho Cordova, CA
Reno, NV
Rocklin, CA
Stockton, CA
Virginia Beach, VA
Ventura, CA
Woodland, CA
Yuba City, CA

COUNTY ADMINISTRATOR

Alachua County, FL
Butte County, CA
Clackamas County, OR
Clark County, NV
Deschutes County, OR
Lee County, FL
Marion County, OR
Pasco County, FL
San Benito County, CA
Tehama County, CA
Wake County, NC
Washington County, OR

ADMINISTRATIVE SERVICES

DIRECTOR

Garden Grove, CA
Lincoln, CA
Los Alamitos, CA
Ontario, CA
Placer County Water Agency, CA
Pleasanton, CA
San Carlos, CA
Stockton, CA
Union City, CA
Yucca Valley, CA

ANIMAL SERVICES DIRECTOR

Oakland, CA
Rancho Cucamonga, CA
Sacramento County, CA

AVIATION/AIRPORT

Big Bear Airport, CA
Bob Hope Airport, CA
Clark County, NV-McCarran
International Airport
Dallas/Fort Worth, TX
Fresno, CA
Los Angeles World Airports, CA
San Jose, CA

BUILDING**OFFICIALS/INSPECTION**

Arroyo Grande, CA
Bakersfield, CA
Centre City Development
Corporation, CA
El Segundo, CA
Grants Pass, OR
Marin County, CA
Modesto, CA
Palo Alto, CA
Sacramento, CA
San Francisco, CA
San Luis Obispo County, CA
Stockton, CA
Tehama County, CA
Yuba City, CA

CITY CLERK

Central Contra Costa Sanitation
District, CA (Secretary to the
District)
Chino Hills, CA
Commerce, CA
Dublin, CA
Fremont, CA
Menlo Park, CA
Monterey County, CA (Clerk to the
Board)
Napa, CA
Rio Vista, CA
Santa Clara Valley Transportation
Authority, CA (Board Secretary)
Sunnyvale, CA

COMMUNITY DEVELOPMENT**DIRECTOR**

Benicia, CA
Beverly Hills, CA
Capitola, CA

Chino Hills, CA
Concord, CA
Cotati, CA
Daly City, CA
Dublin, CA
Fremont, CA
Fullerton, CA
Inglewood, CA
Lincoln, CA
Los Banos, CA
Maple Valley, WA
Marin County, CA
Modesto, CA
Moreno Valley, CA
Morgan Hill, CA
Newark, CA
Newcastle, WA
Oakland, CA
Oceanside, CA
Palo Alto, CA
Phoenix, AZ
Pleasanton, CA
Redlands, CA
Salem, OR
San Antonio Housing Authority,
TX
San Carlos, CA
Santa Cruz, CA
Stockton, CA
Sumter County, FL
Vacaville, CA
Vallejo, CA
Walnut Creek, CA
Yuba City, CA
Yucca Valley, CA

CONVENTION AND VISITOR'S**BUREAU DIRECTOR**

Las Vegas Convention and
Visitors' Authority, NV
Los Angeles, CA
North Lake Tahoe Visitors Bureau,
CA
Mammoth Lakes, CA
San Antonio, TX
Steamboat Springs, CO

ECONOMIC DEVELOPMENT

Broward County, FL
Chula Vista, CA

Concord, CA
Daly City, CA
Fullerton, CA
Milpitas, CA
Modesto, CA
Morgan Hill, CA
New Orleans Redevelopment
Authority, OR
Oakland, CA
Peoria, AZ
Phoenix, AZ
Port of Los Angeles, CA
Port of San Diego, CA
Redlands, CA
Sacramento, CA
Salinas, CA
San Antonio Housing Authority,
TX
Scottsdale, AZ
Stockton, CA
Taft, CA
Tracy, CA
Upland, CA
Vancouver, WA
Visalia, CA

ENGINEERING

Bakersfield, CA
Barstow, CA
Bob Hope Airport, CA
Central Contra Costa Sanitary
District, CA
Chino Hills, CA
Clark County, NV – McCarran
Airport
Corona, CA
Damascus, OR
Dublin San Ramon Services
District, CA
Elk Grove, CA
Imperial Irrigation District, CA
Los Banos, CA
Monterey County Water Resources
Agency, CA
Needles, CA
Nevada County, NV
Nye County, NV
Oceanside, CA
Omnitrans, CA
Peoria, AZ

Pico Rivera, CA
Pismo Beach, CA
Pomona, CA
Richmond, CA
Reno, NV
Stockton, CA
San Luis Obispo County,
Nacimiento Project, CA
South Pasadena, CA
Tiburon, CA
Tracy, CA
Visalia, CA

EXECUTIVE DIRECTOR

Association of Monterey Bay Area
Governments, CA
Arizona Municipal Water Users
Association, AZ
Bay Area Air Quality Management
District, CA
Broward County, FL (Port
Everglades Chief Executive/Port
Director)
California Fire and Rescue Training
Authority, CA
California Peace Officers
Association, CA
California State Association of
Counties, CA
California School Boards
Association, CA
Central Contra Costa Solid Waste
Authority, CA
Chula Vista Redevelopment
Agency, CA
Cooperative Agricultural Support
Services Authority (CASS), CA
Early Learning Coalition of
Broward County, Inc (CEO)
Elk Grove-Rancho Cordova-El
Dorado Connector JPA, CA
El Paso Water Utilities-Public
Service Board, TX
(President/CEO)
Florida Public Transportation
Association (FPTA), FL
Hillsborough County, FL-Head
Start Division (Division Director)
Housing Authority of the City of
Austin, TX (President/CEO)

Housing Authority of the City of
Los Angeles, CA
Housing Authority of the County
of Butte, CA
Housing Authority of the County
of Santa Cruz, CA
Hub Cities Consortium, CA
Kings Community Action
Organization, CA
Mammoth Lakes Visitors Bureau,
CA
March Joint Powers Authority, CA
Metro, Portland, OR
Oregon Cascades West Council of
Governments, OR
Palos Verdes Library District, CA
Pima Association of Governments
and Regional Transit Association,
AZ
Recreation Centers of Sun City
West, AZ
Sacramento Area Flood Control
Agency, CA (Executive & Deputy)
San Bernardino Associated
Governments, CA
San Diego Association of
Governments, CA
Children's Board of Hillsborough
County (Executive Director)
Louisiana Housing Corporation
(Executive Director)
San Francisco Estuary Institute, CA
San Joaquin Council of
Governments, CA
Santa Clara Valley Water District,
CA (CEO)
SOS Children's Villages – Florida
(CEO)
South Bayside Waste Management
Authority, CA
Southern California Association of
Governments (Deputy)
Vancouver Housing Authority, WA
(Executive & Deputy)
West Contra Costa Integrated
Waste Management District, CA
West Contra Costa Transportation
Advisory Committee, CA
Yolo Emergency Communications
Agency, CA

FINANCIAL

Alameda County Congestion
Management Agency, CA
Aurora, CO
Baldwin Park, CA
Barstow, CA
Boulder, CO
Boulder City, NV
Calaveras County Water District,
CA
Campbell, CA
Chino Hills, CA
Clark County, NV
Corona, CA
Cotati, CA
Damascus, OR
D.C. Government, DC
East Bay Municipal Utility District,
CA
Elk Grove, CA
Grants Pass, OR
Half Moon Bay, CA
Hallandale Beach, FL
Healdsburg, CA
Hercules, CA
Housing Authority of the City of
Los Angeles, CA
Imperial Beach, CA
Imperial Irrigation District, CA
Inglewood, CA
Ione, CA
Lancaster, CA
Las Vegas Valley Water District,
NV
Lincoln, CA
Los Altos, CA
McCarran International Airport-
Clark County, NV
Menlo Park Fire Protection
District, CA
Modesto, CA
Monterey Park, CA
Norfolk, VA (Assistant Director)
Oakland, CA
Oceanside, CA
Palmdale Water District, CA
People Assisting the Homeless, CA
Pinellas Suncoast Transit
Authority, FL
Pleasanton, CA

Quincy, FL
Recreation Centers of Sun City
West, AZ
Roseville, CA
Sacramento County, CA
San Bernardino International
Airport, CA
San Carlos, CA
San Diego, CA
San Francisco, CA
San Leandro, CA
San Jose, CA
Santa Monica, CA
Sparks, NV
Stockton, CA
Thornton, CO
Topeka, KS
Union City, CA
Washoe County, NV
Wayne County, MI
West Hollywood, CA
West Wendover, NV
White Pine County, NV
Yolo County, CA

FIRE CHIEF

Alameda, CA
Arroyo Grande (Director of
Building & Fire)
Aurora, CO
Chino Valley Independent Fire
District, CA
Chula Vista, CA
Encinitas, Del Mar, and Solana
Beach, CA
Eugene, OR
Fremont, CA
Folsom, CA
Fullerton, CA
Glendale, CO
Hillsboro, OR
Lodi, CA
Livermore – Pleasanton Fire
District, CA
Milpitas, CA
Monrovia, CA
Montebello, CA
Mountain View, CA
Newark, CA (Assistant & Chief)
Oceanside, CA

Peoria, AZ
Petaluma, CA
Piedmont, CA
Poudre Fire Authority, CO
Rancho Cucamonga, CA (Deputy
& Chief)
Rancho Santa Fe Fire Protection
District, CA
Sacramento County, CA
Salinas, CA
San Mateo, CA
San Miguel Fire Protection District,
CA
Santa Cruz, CA
Sonoma Valley Fire & Rescue
Authority, CA
Sumter County, FL
Sunnyvale, CA (Public Safety
Director)
University of California, Davis
Union City, CA (Assistant & Chief)
Upland, CA
Vacaville, CA
Walla Walla, WA

GENERAL MANAGER

Big Bear City Community Services
District, CA
Calaveras County Water District,
CA
Central Contra Costa Sanitation
District, CA
Central Marin Sanitation Agency,
CA
Coachella Valley Mosquito Vector
Control District, CA
Cordova Recreation and Park
District, CA (District
Administrator)
East Bay Dischargers Authority,
CA
Fallbrook Public Utilities District,
CA
Hilton, Famkopf, and Hobson
LLC, CA
Joshua Basin Water District, CA
Jurupa Community Services
District, CA
Kennewick Irrigation District, WA
(District Manager)

Los Angeles Convention Center,
CA
Monterey Peninsula Regional Park
District, CA
Monterey Regional Waste
Management District, CA
Monterey Regional Water Pollution
Control Agency, CA (Assistant)
Oro Loma Sanitary District, CA
Public Agency Risk Sharing
Authority of California, CA
Pleasant Valley Recreation & Park
District, CA
Reclamation District 1000, CA
(District Engineer)
Ross Valley Sanitary District, CA
Salinas Valley Solid Waste
Authority, CA
Sanitary District No. 5 of Marin
County, CA
Santa Cruz Consolidated
Emergency Communications
Center, CA
Sewer Authority Mid-Coastside,
CA
South Placer Municipal Utility
District, CA
Sweetwater Springs Water District,
CA
Union Sanitary District, CA
Valley of the Moon Water District,
CA
Walnut Valley Water District, CA

HOUSING

City of West Hollywood, CA (Rent
Stabilization and Housing Manager)
Housing Authority of the City of
Austin, TX
Housing Authority for the City of
Brownsville, TX
Housing Authority for the City of
Los Angeles, CA
Housing Authority for the County
of Butte, CA
Fort Worth, TX Housing Authority
Housing Authority for the County
of Santa Cruz, CA
Louisiana Housing Corporation
Milpitas, CA

San Antonio Housing Authority,
TX
Housing Authority the City of
Vancouver Housing Authority, WA

LEGAL COUNSEL

Aurora, CO
Broward County, FL
Coconut Creek, FL
Cupertino, CA
Fremont, CA
Gainesville, FL
Hayward, CA
Lathrop, CA
Lee County, FL
Monterey, CA
Morgan Hill, CA
Newport Beach, CA
North Las Vegas, NV
North Port, FL
Oceanside, CA
Orange, CA
Palo Alto, CA
Port of San Diego, CA
Sacramento Area Flood Control
Agency, CA
Sacramento County, CA
Salinas, CA
San Benito County, CA
San Bernardino Associated
Governments, CA
San Mateo, CA
Santa Ana, CA
Stockton, CA
Sunnyvale, CA
Thousand Oaks, CA
Ventura, CA
Walnut Creek, CA
Yolo County, CA

LIBRARY

Corona, CA
Folsom, CA
Monterey Park, CA
Palos Verdes Library District, CA
Stockton-San Joaquin County
Public Library, CA

**PARKS/RECREATION/
COMMUNITY SERVICES**

Anaheim, CA
Arlington, TX
Bakersfield, CA
Commerce, CA
El Segundo, CA
Emeryville, CA
Half Moon Bay, CA
Lemoore, CA
Long Beach, CA
Lynwood, CA
Maple Valley, WA
Midpeninsula Regional Open Space
District, CA
Milpitas, CA
Monterey County, CA
Peoria, AZ
Pleasanton, CA
Pleasant Valley Recreation and
Park District, CA
Pomona, CA
Sacramento County, CA
Sacramento, CA
San Carlos, CA
San Jose, CA
Santa Clarita, CA
Stockton, CA
Ventura, CA
Whittier, CA

**PERSONNEL/HUMAN
RESOURCES**

Alameda County, CA
Anaheim, CA
Apple Valley, CA
Arcadia, CA
Azusa, CA
Barstow, CA
Bellevue, WA
Benicia, CA
Colusa County, CA
Commerce, CA
Corona, CA
Desert Water Agency, CA
Fremont, CA
Inland Empire Utilities Agency, CA
Glendale, AZ
Grants Pass, OR

Judicial Council of California –
Administrative Office of the
Courts, CA
Las Virgenes Municipal Water
District, CA
Moreno Valley, CA
Monterey Park, CA
Napa, CA
Newark, CA
Norfolk, VA
North Las Vegas, NV
Oceanside, CA
Ontario, CA
Patterson, CA
Palmdale Water District, CA
Petaluma, CA
Pomona, CA
Rancho Cordova, CA
Redlands, CA
Rocklin, CA
Roseville, CA
San Antonio Housing Authority,
TX
San Bernardino County, CA
San Francisco International Airport
(SFO), CA
Scottsdale, AZ
Sedgwick County, KS
Stockton, CA
Tehama County, CA
Wayne County, MI
White Pine County, NV
Yucca Valley, CA

PLANNING

Alameda, CA
Beverly Hills, CA
Centre City Development
Corporation, CA
Corona, CA
Chula Vista, CA
Damascus, OR
El Segundo, CA
Elk Grove, CA
Healdsburg, CA
Los Banos, CA
Madera, CA
Milpitas, CA
Modesto, CA
Needles, CA

Oceanside, CA
Pacifica, CA
Palo Alto, CA
Palm Springs, CA
Pleasanton, CA
Reno, NV
Riverside, CA
Robson Homes, CA
Roseville, CA
Sacramento, CA
Santa Clara County, CA
San Benito County, CA
San Luis Obispo County, CA
Santa Cruz, CA
Santa Monica, CA
Stockton, CA
Sumter County, FL
Tracy Unified School District, CA
Washington County, OR

POLICE CHIEF/SAFETY

Arroyo Grande, CA
Ashland, OR
Aurora, CO
Bay Area Rapid Transit, CA
Bellevue, WA
Berkeley, CA
California State University, East Bay
California State University, Sacramento
California State University, San Francisco
Capitola, CA
Carlsbad, CA
Chandler, AZ
Chico, CA
Concord, CA
Corona, CA
Coronado, CA
Culver City, CA
El Cerrito, CA
Eugene, OR
Fairfield, CA
Folsom, CA
Fullerton, CA
Glendale, AZ
Glendora, CA
Half Moon Bay, CA
Hayward, CA

Humboldt State University, CA
Huntington Beach, CA
Irvine, CA
Irwindale, CA
La Mesa, CA
Lake Oswego, OR
Littleton, CO
Livingston, CA
Lodi, CA
Los Angeles, CA
Los Angeles World Airports, CA
Los Banos, CA
Mammoth Lakes, CA (Interim)
Manhattan Beach, CA
Maywood, CA
Menlo Park, CA
Merced, CA
Mesa, AZ
Modesto, CA
Monrovia, CA
Montebello, CA
Monterey, CA
Monterey County Sheriff's Department, CA
Morgan Hill, CA
North Las Vegas, NV
Novato, CA
Oakdale, CA
Oceanside, CA
Orange County, CA
Orange County, FL (Chief of Corrections)
Palm Springs, CA
Palo Alto, CA
Pasadena, CA
Pasadena City College, CA
Peoria, AZ
Petaluma, CA
Piedmont, CA
Pismo Beach, CA
Pittsburg, CA
Placentia, CA
Pleasanton, CA
Port of Long Beach, CA
Port of San Diego, CA
Port of Seattle, WA
Redlands, CA
Reno, NV
Rio Vista, CA
Rocklin, CA

Roseville, CA
Sacramento, CA
Salinas, CA
San Bernardino, CA
San Diego State University, CA
San Fernando, CA
San Francisco, CA
San Diego State University, CA
San Jose State University, CA
San Rafael, CA
Santa Rosa Junior College, CA
Sausalito, CA
Seattle, WA
Seaside, CA
Signal Hill, CA
South Gate, CA
Stockton Unified School District,
CA
Sunnyvale, CA
Tehachapi, CA
Tulsa, OK
Turlock, CA
University of California at Davis,
CA
University of California at Santa
Barbara, CA
University of Oregon
Vacaville, CA
Vancouver, WA
Virginia Commonwealth University
Walla Walla, WA
Walnut Creek, CA
West Sacramento, CA
Whittier, CA

POLICE COMMAND STAFF

Atascadero, CA
Bay Area Rapid Transit, CA
California State University, East
Bay
California State University,
Sacramento
California State University, San
Francisco
Commerce, CA
Menlo Park, CA
Monterey County, CA
Pleasanton, CA

Santa Rosa, CA
Port of San Diego, CA
University of California at Merced
University of Oregon

POLICE OVERSIGHT

Bay Area Rapid Transit, CA
San Francisco, CA
San Jose, CA

**PUBLIC AFFAIRS/
INTERGOVERNMENTAL
RELATIONS DIRECTOR**

Beverly Hills, CA
Rancho Cordova, CA
Thornton, CO
San Diego Regional Airport
Authority, CA
West Basin Municipal Water
District, CA

**PUBLIC SAFETY
COMMUNICATIONS**

Aurora, CO
Clackamas County, OR
Heartland Communications Facility
Authority, CA
San Francisco, CA
San Jose, CA
Santa Cruz Consolidated
Emergency Communications
Center, CA
Scott Emergency Communications
Center
Consolidated Intergovernmental
Dispatch Agency-Tallahassee, FL
Washington County Consolidated
Communications Agency, OR
Yolo Emergency Communications
Agency, CA

PUBLIC WORKS

Belmont, CA
Chandler, AZ
Clark County, NV
Commerce, CA
Dallas, TX
Elk Grove, CA
Fresno, CA
Galt, CA

Grants Pass, OR
Half Moon Bay, CA
Healdsburg, CA
Huntington Beach, CA
Inglewood, CA
Lathrop, CA
Los Banos, CA
Mammoth Lakes, CA
Maple Valley, WA
Monrovia, CA
Morro Bay, CA
Needles, CA
Pico Rivera, CA
Pismo Beach, CA
Pomona, CA
Poway, CA
Provo, UT
Redlands, CA
Roseburg, OR
Roseville, CA
San Benito County, CA
San Carlos, CA
San Diego, CA
San Jose, CA
Santa Cruz, CA
South Pasadena, CA
Stockton, CA
Sumter County, FL
Tehama County, CA
Tiburon, CA
Upland, CA
Vallejo, CA
Woodland, CA
Yuba City, CA

PURCHASING

Central Contra Costa Sanitary
District, CA
Housing Authority of the City of
Los Angeles
Tacoma, WA

RISK MANAGEMENT

Central Contra Costa Sanitary
District, CA
Central Marin Sanitation Agency,
CA
Riverside Transit Agency, CA

TECHNOLOGY

Clark County, NV
Durham, NC
Fresno, CA
Hayward, CA
Hillsboro, OR
Inland Empire Utilities Agency, CA
Modesto, CA
Port of Los Angeles, CA
San Antonio Housing Authority,
TX
San Francisco, CA
State Bar of California
Tucson, AZ
West Hollywood, CA

TRANSPORTATION

Association of Monterey Bay Area
Governments, CA
Dallas, TX
Elk Grove-Rancho Cordova-El
Dorado County Connector Joint
Powers Authority, CA
Omnitrans, CA
San Diego Association of
Governments, CA
San Joaquin Council of
Governments, CA
Santa Clarita, CA
Washington County, OR
West Contra Costa Transportation
Advisory Committee, CA

WASTE WATER/SANITATION/ SOLID WASTE

Central Contra Costa Sanitation
District, CA
Central Contra Costa Solid Waste
Authority, CA
Central Marin Sanitation Agency,
CA
Dublin San Ramon Services
District, CA
East Bay Dischargers Authority,
CA
Monterey Regional Waste
Management District, CA
Monterey Regional Water Pollution
Control Agency, CA
Oro Loma Sanitary District, CA

Redlands, CA
Richmond, CA
Ross Valley Sanitary District, CA
Salinas Valley Solid Waste
Authority, CA
Sanitary District No. 5 of Marin
County, CA
San Jose, CA
Sewer Authority Mid-Coastside,
CA
South Bayside Waste Management
Authority, CA
Stockton, CA
Union Sanitary District, CA
West Contra Costa Integrated
Waste Management Authority, CA

WATER

Arizona Municipal Water Users
Association, AZ
Aurora, CO
Bakersfield, CA
Calaveras County Water District,
CA
Joshua Basin Water District, CA
Kennewick Irrigation District, CA
Phoenix, AZ
Reclamation District 1000, CA
Redlands, CA
Sacramento Area Flood Control
Agency, CA
San Diego, CA
San Jose, CA
San Luis Obispo County, CA
Santa Clara Valley Water District,
CA
South Placer Municipal Utility
District, CA
Stockton, CA
Sweetwater Springs Water District,
CA
Vallejo, CA
Valley of the Moon Water District,
CA
Walnut Valley Water District, CA
Yuba City, CA

OTHER

Bay Area Air Quality Management
District, CA (Deputy Air Pollution
Control Officer)
Benton County, OR (Health
Director)
Broward County, FL (Port
Everglades Director of Business
Development)
Bureau Veritas, CA (Vice President
– Operations)
Central Contra Costa Sanitary
District (Director of Collection
System Operations and Director of
Plant Operations)
Cordova Recreation & Park
District (District Administrator and
Maintenance Superintendent)
Government Services Group, Inc.
(Municipal Services Manager)
Houston Housing Authority
(Director Real Estate Investments
& Development)
Housing Authority of the City of
Los Angeles (Director of General
Services)
Imperial Irrigation District
(Assistant Manager of Construction
Operations and Maintenance)
Hilton, Farnkopf, and Hobson
LLC (Manager/Vice President)
Las Vegas Convention and Visitors
Authority, NV (Director of Facility
Projects)
Metropolitan Washington Airports
Authority (Vice President for
Public Safety)
Monterey Bay Unified Air
Pollution Control District, CA (Air
Pollution Control Officer)
Port of Long Beach, CA (Managing
Director)
Port of San Diego, CA (Senior
Director of Real Estate)
Redlands, CA (8 Mid-Level
Managers and Natural Resources
Manager)
Robson Homes (Forward Planner
and Land Acquisition Manager)

Sacramento, CA (Preservation
Director)
Sacramento, CA (Urban Design
Manager)
San Jose, CA (Assistant Director of
Environmental Services and
Environmental Services Director)
San Manuel Band of Tribal Indians,
CA (Tribal Manager)
Superior Court of California,
County of San Luis Obispo, CA
(Assistant Court Executive Officer)
Washoe County, NV (Senior
Services Director)
Washoe County, NV (Social
Services Director)
Monterey Park, CA (Director of
Management Services)