



requesting and submitting an application packet

If you meet the qualifications and believe that you possess the ideal candidate profile, please request an application packet via email only at brandon.linville@ci.redmond.or.us.

Submit application packet, along with letter of interest and comprehensive resume with salary history and references no later than **May 8, 2009** to:

Redmond City Manager Recruitment
716 SW Evergreen Ave
Redmond OR 97756

education and experience

It is expected that candidates for this position will have broad knowledge of municipal government operation, principles and practices of public budgeting, public relations, and general management. A bachelor's degree in public or business administration, or a related field, is required; a master's degree is highly desirable. Experience will include at least ten years in administration and management in a municipal government agency of similar or larger size and complexity. It is expected that the new City Manager will reside within the city limits.

The City Manager's position is currently being filled on an interim basis by the Assistant City Manager Sharon Harris who is not seeking the regular position.

compensation

Starting salary will be \$115,000-\$120,000. Actual pay will be negotiated based upon the unique qualifications and experience of the selected individual. The City of Redmond provides an excellent array of benefits including State of Oregon PERS retirement, medical, dental, and vision health benefits, life and accidental death insurance, long-term disability insurance, vacation, sick leave, and holidays.

selection process

The recruitment process will consist of an evaluation of each applicant's qualifications as demonstrated in a professional resume, cover letter, and application materials. Candidates best suited for the position will be invited to participate in a qualifying supplemental questionnaire for further evaluation. Only the most qualified candidates passing the supplemental evaluation will be invited to participate in a preliminary interview (which may take place by video or phone). Candidates deemed most qualified based on the criteria and preliminary interview will be invited to Redmond for an oral interview process. Travel, meals and lodging will be provided for out-of-area finalists. As part of the final selection process, a background investigation will be conducted that will include visits to the residence city and possibly prior cities of the final candidate(s).



All photos courtesy of www.visitredmondoregon.com



city of redmond, oregon
CITY MANAGER

If you are a successful and seasoned municipal manager who would like to join a team of committed city council members and city staff professionals who work together to deliver the highest quality services possible, protect and improve the quality of life in our city, and encourage economic development, then please read further.



financial management

The City of Redmond is in stable financial condition. However, with the requirements to extend infrastructure and public services to accommodate for the growth which will continue to occur, the new City Manager will be expected to provide the leadership necessary to evaluate alternatives for financing public services and infrastructure in the future.

Redmond is not your typical city. It has a dynamic, creative and forward thinking City Council and staff who are open to trying new things and willing to learn from those experiences as they seek to provide the highest quality services for residents and customers alike.



the community

Redmond, with a population of approximately 25,000, sits at the western edge of Oregon's High Desert in Deschutes County, just four miles from the Deschutes River, a half-hour from the Cascade Mountains and within minutes of several lakes. This high desert community rests on a flat plateau at an elevation of 3,077 feet above sea level. The climate is semi-arid, with average annual precipitation of only 8.64 inches. Redmond enjoys a high percentage of sunny days throughout the year. The area has four distinct seasons each bringing refreshingly different weather.

The natural beauty that surrounds Redmond is unique in Central Oregon, from the beautiful stand of Western

Juniper trees to the various recreational activities including camping, fly fishing, world class rock climbing at Smith Rock State Park, golfing, hiking, and all types of winter snow sports.

A growing number of business firms are discovering Redmond as the hub of Central Oregon with a centralized location, a regional airport, a skilled workforce and a diverse business climate.

Redmond Municipal Airport is the fourth largest air carrier airport in the state of Oregon and is considered the air carrier and commercial aviation hub to Central Oregon. The airport is served by Allegiant Air, Delta Airlines, Horizon Air, United Express, FedEx and UPS. In 2008, 247,000 people were enplaned. A terminal expansion is currently under construction with a completion date set for January 2010.

The City of Redmond is also making preparations for its Centennial Celebration scheduled for July 6, 2010.



ideal candidate

The Mayor and City Council seek a City Manager who is a mission-oriented self-starter with a passion for the job. The new City Manager's style must be characterized by a strong work ethic, decisiveness, resilience, flexibility, professionalism and a sense of humor. In addition, the Council desires a City Manager who is straightforward, honest and ethical and is not afraid to say no while, at the same time, offering alternatives. The City Manager must be a visionary with the ability to look at the big picture and see Redmond's place in the region.

The Council seeks a City Manager who will present all sides of an issue and vigorously support the decision making process. He/she must maintain open communication with Council members and work cooperatively toward achieving the goals of the City. Redmond prides itself as a community that maintains an open and public process for decision making. The City Manager must be committed to this notion and be willing to participate in off-hours meetings.

The selected candidate will recognize the value of a good team and promote teamwork among his/her staff. The City Manager will provide direction without micromanaging and must be a clear communicator.

redmond is a dynamic and creative city

the organization

The City of Redmond operates under the Council-City Manager form of government. Policy is established by a City Council consisting of a mayor and six council members. The Council adopts the city budget, approves appropriations and contracts in the City's name, levies taxes and grants franchises. The six council members are elected for four-year overlapping terms, and the Mayor is elected to a two-year term. The Mayor and Council are assisted in their duties by a broad range of citizen advisory groups, including Commissions (Airport, Art in Public Places, Historical, Parks and Urban Area Planning) and Committees (Budget, Downtown Urban Renewal District, and Standards and Specifications).

The Mayor and Council appoint a City Manager who is responsible for implementing policies adopted by the Council, directing the activities of the major departments, and advising Council on matters affecting the City. Redmond is a full-service city with over 200 employees and is composed of the following departments: Administration, Airport, Community Development, Finance, Human Resources, Fire, Police and Public Works. The operating budget for Fiscal Year 2009/2010 is \$40 million. For more information, please visit the City's website at www.ci.redmond.or.us.



issues and challenges

Significant issues that the new City Manager will be expected to address include:

Growth: Redmond was recently one of the five fastest growing cities in Oregon and continues to face the need to address issues related to that growth. Among these issues are traffic management, development standards and the costs of public services required to support growth. Redmond has adjusted to the impact of new residents, but is still adjusting to the housing boom-bust cycle. Expectations of local government services will need to be addressed. The new City Manager will be expected to have a thorough understanding of the methods in which cities and the region address these issues.

Economic Development: The Redmond community is committed to improving the economic well being of the people who choose to live and work here. Challenges exist for revitalizing downtown and financing the new City Hall and other City facilities. Redmond Economic Development, Inc. (REDI) is a partnership between city government and private business interests to provide services to industrial businesses in Redmond. Redmond can also offer the advantages of its status as a State of Oregon sponsored Enterprise Zone, formed to encourage business investment and create new jobs in the Redmond urban area. Qualified firms are eligible for significant property tax exemptions for all land and building improvements, including new machinery.

Infrastructure: Leadership is necessary to evaluate alternatives for financing public infrastructure and the City's aging transportation system. Redmond enjoys a parks system that reflects high standards for safety, aesthetics and cleanliness. Changing community demographics put pressure on parks systems for new and more diverse recreational amenities.

