



# CITY OF LONG BEACH CITY MANAGER





## **LONG BEACH, CALIFORNIA - SEEKING A WORLD CLASS LEADER FOR A WORLD CLASS COMMUNITY**

Majestically located on the coast of the Pacific Ocean between Los Angeles and Orange County, the City of Long Beach (population 470,000) is frequently described as a series of strong, diverse, interwoven smaller neighborhoods within a large city. USA Today has called Long Beach, the 7th largest city in California, and the “most diverse city” out of the 39 most populous cities in the nation. Long Beach is proud of the depth of its integrated ethnic diversity. The City is home to residents of African American, Asian, Caucasian, Native American/Alaskan, Hispanic, and Native Hawaiian/Pacific Island descents, as well as the largest Cambodian population outside of Cambodia.

Enjoying a quintessential Southern California climate, Long Beach offers an abundance of cultural, entertainment and recreational opportunities. The Long Beach Convention Center, the International City Theatre, Aquarium of the Pacific, Queen Mary, and the annual Long Beach Marathon and Toyota Grand Prix of Long Beach, in addition to a variety of other festivals and attractions serve to draw over five million visitors to Long Beach yearly.

Long Beach offers a 21st century approach to achieving big city opportunities without losing the benefits of living in compact and comfortable neighborhoods. Even with all the amenities of a major metropolis, the City has the added benefit of maintaining a strong sense of community and cohesiveness despite its growth. A superb climate, quality schools, a vibrant and revitalized downtown and a wide variety of neighborhoods help make Long Beach one of the most livable communities in the country. The Long Beach Unified School District consistently ranks among the Top 10 urban school districts in the country. The City is also home to Long Beach City College, and California State University, Long Beach which was recently ranked No. 3 best-value public college in the nation.

Committed to using technology to help deliver the best possible services, Long Beach has been named among the Top “Digital Cities” in America for seven consecutive years.

In addition to its traditional services, Long Beach also operates the Port of Long Beach, the 2nd busiest port in the country. The City has its own full-service commercial airport, an Energy Resources Department, and is one of only three cities in California with its own Health Department. The City’s public transit needs are served by Long Beach Transit and the Los Angeles County Metropolitan Transportation Authority.

The future looks bright in Long Beach, the City is alive with activity – growing, improving, proudly advancing into the future. With its strategic location – an ideal spot in Southern California and on the Pacific Rim – year-round comfortable climate, healthy business environment and far ranging cultural pursuits, Long Beach is being rediscovered by investors, developers and new businesses in increasing numbers.

## **LONG BEACH CITY GOVERNMENT**

Long Beach is a full-service Charter City that operates under a Council-Manager form of government. The City is governed by nine City Council members who are elected by district and a Mayor that is elected at-large. Other elected officials include the City Attorney, City Auditor, and City Prosecutor. The Council Members and the Mayor are subject to a three-term limit, which allows them to serve for a maximum of twelve years. The Mayor is full-time elected official and serves as the chief legislative officer of the City and as the chief administrative officer of the Legislative Department as outlined in Article II, Section 206 of the City Charter. The City Council appoints a City Manager and a City Clerk.

Long Beach’s total FY 2020 budget is approximately \$2.8 billion, with the General Fund budget totaling \$554 million. More than 6,000 full and part-time employees support municipal operations with the majority being represented by twelve employee associations.

## **THE CITY MANAGER POSITION**

The City Manager is the chief administrative officer for the City and is responsible for the administration of all departments except the City Attorney, City Auditor, City Prosecutor, City Clerk, Civil Service Commission, Harbor Department and Water Department. The City Manager plans and directs the implementation of City programs in accordance with City Council policies, the City Charter, and the Municipal Code, and

provides leadership for efficient and effective management of municipal services for the community. The City Manager's Department staff includes an Assistant City Manager, two Deputy City Manager's, a Chief Public Affairs Officer, Manager of the Citizen Police Complaint Commission, and a Manager of the Human Dignity Program.

The City Manager is appointed for an indefinite period and cannot be removed except as outlined in the Long Beach City Charter (amended November 6, 2018): Article III, Section 300.

In accordance with Article III, Section 302 of the City Charter, the City Manager has the following powers and duties:

- To direct and supervise the administration of all manager directed departments of the City;
- To appoint, suspend and remove all City employees in both the classified and unclassified service; except that for the classified service, such powers shall be pursuant to the Civil Service provisions of the Charter, Civil Service rules, regulations and ordinances; and except the City Clerk's Department and the elective officers and their appointees and such officers and employees as shall be subject to appointment by the City Council;
- To see that all laws, ordinances, orders, resolutions, contracts and franchises are enforced and executed;
- To attend all City Council meetings or council committee meetings; and to have the right to participate in the discussion without vote;
- To prepare and submit the annual budget; and keep the City Council fully advised on the financial condition and needs of the City, including the filing of annual and interim financial reports;
- To submit such reports as the City Council may require concerning the operations of manager directed departments, and to recommend to City Council the adoption of measures deemed advisable;
- To perform such other duties as specified in the Charter, by law or required by City Council.

**As a prelude to this recruitment, the City actively solicited input from a variety of stakeholders including the Mayor and each Council Member, the community, City employees, and executive staff. Consistently these stakeholders emphasized the following key priorities for the next City Manager:**

- Assess the current state of the City and present a strategic framework for establishing, short and long range, priorities around affordable housing development, homelessness solutions, revenue enhancements, and investing in improving infrastructure within community neighborhoods;
- Increase emphasis on investing in and delivering basic city services such as road repair and street and sidewalk maintenance across neighborhoods in an equitable way;
- Enhance the focus on resolving quality of life issues including environmental justice, and neighborhood economic development that leads to sustainable job creation and impactful services for seniors and youth;
- Direct equitable housing, community development

and neighborhood revitalization with an emphasis on developing affordable housing;

- Direct the assessment of the City's homelessness outreach and service delivery model and develop a holistic city-wide homelessness plan;
- Balance the City's needs and funding commitments through pursuing new revenue and business growth opportunities;
- Continue the City's regional leadership role in advancing and promoting environmental sustainability through policy development and environmental practices.



## IDEAL CANDIDATE

The new City Manager will assume responsibility for one of California's most admired cities with a tradition of quality public service, a history of civic involvement, innovative solutions to City problems, and a track record of accomplishments. The City of Long Beach is looking for a City Manager who thrives in this environment, and proactively engages with the community and City Council to develop and provide progressive and innovative initiatives for the Council's discussion and consideration to meet the changing needs of the community while advancing the vision and priorities of the City Council.

The ideal candidate will be an inspiring, service-minded, and progressive municipal government leader with strong interpersonal, communications and listening skills. The City Manager will be comfortable with the breadth of municipal functions but should have specific expertise: in organizational and financial management, economic development, a track record of operationalizing equity and experience working in and with culturally, ethnically, and economically diverse communities. The successful candidate will have a reputation of: being a confident team leader and builder, high ethical standards, outstanding judgement, unquestioned integrity and the courage to do what is right, not necessarily what is popular.

The City's next City Manager will possess the following core competencies and leadership attributes.

## CANDIDATE COMPETENCIES/ EXPECTATIONS

**Council/Manager Relationship** - The new City Manager should be able to understand the role of the Mayor in a Council/Manager form of government and recognize the responsibilities of the City Council. The City Manager should be politically astute but apolitical and develop a partnership of mutual respect, trust, open communications and equal treatment to all members.

**Community Centered & Engaged** - Long Beach has a tradition of community engagement involving a diverse range of stakeholders. The City Manager will be a people-oriented leader who will assist the Council as well as participate in the active engagement with all segments of the community to collaborate on developing policies, initiatives and services that address community needs.

**Organizational Leadership** - Long Beach is a large, complex municipal corporation providing a full-range of services. The organization requires an assertive, engaging, energetic and progressive style of leadership that emphasizes results, accountability, and innovation. The City Manager must create a culture that motivates/empowers staff to meet the high expectations of the organization and community and ensures a strong customer service culture that is responsive to all City stakeholders.

**Economic Development** - While the City currently enjoys a relatively diverse economy, strengthening its position in multiple industrial economies to ensure that Long Beach continues to build economic stability is critical. It is important that City residents' benefit from companies that offer high paying wages that close the economic gap and lead to poverty reduction including maintaining a balance of programs that spur employment growth and investment in small and local businesses.

**Fiscal Stewardship** - Coupled with the responsibility of enhancing and growing the City's revenue base, the City Manager must ensure future fiscal stability and financial sustainability including efforts to address the unfunded pension liabilities and maintaining adequate reserves. The City Manager, the fiscal steward, should assess the current budget and ensure ways to align and reallocate funding equitably.

**Regional Player/Collaborator** - As the seventh largest City in the State, Long Beach is an influential leader and advocate on regional issues. Key issues include air quality, climate change, environmental sustainability, public health, transportation, water, tourism, and homeland security. Therefore, the City Manager will be expected to develop with the Mayor and Council, an effective intergovernmental relations program that recognizes and enhances the City's role as a regional and statewide leader.

#### **Leadership Attributes**

- Displays a passion for good government, transparency and quality public services;
- Experienced professional who is extremely action and results-oriented;
- Able to establish credibility and trust skillfully and quickly among stakeholders;
- Deals with controversy effectively and quickly;
- A decisive and inclusive decision maker;
- Demonstrates the ability and desire to work with diverse groups of stakeholders;
- Exercises a fair and equitable approach in dealing with City Council, staff, and citizens;
- Commitment to developing an organizational culture that operationalizes equity in the delivery of city services,

including policies and budget development.

- Energized by large scale challenges and opportunities;
- Committed to hiring, developing, coaching and inspiring talented executives and allow them to do their job;
- Resilient and calm under pressure; Displays a good sense of humor.

## **EDUCATION & EXPERIENCE**

### **Education**

Must have a bachelor's degree from an accredited college or university. A master's degree in public administration or business administration is highly desirable.

### **Experience**

Executive leadership experience in a comparable, diverse and complex urban city. Prior City Manager experience is desirable. Experience working in a unionized environment is preferred.



## **COMPENSATION & BENEFITS**

The City of Long Beach is prepared to negotiate an attractive salary and benefits package for the selected candidate.

## **SELECTION PROCESS**

The City Manager recruitment is being conducted on a national basis by The Hawkins Company. The firm will review all written materials submitted and will screen and evaluate all candidates. Only those deemed qualified will advance to the next level of the recruitment process. The most highly qualified candidates will be invited to participate in an on-site interview. All questions must be addressed to The Hawkins Company.

## **HOW TO APPLY**

**Interested individuals are encouraged to apply by December 27, 2019. The position will remain open until filled.** To be considered for this outstanding opportunity, please submit a compelling letter of interest (addressed to WD Hawkins) and resume electronically to: [cm.colb@thehawkinscompany.com](mailto:cm.colb@thehawkinscompany.com). Preference is for electronic submissions.



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For additional information or confidential inquiries, please contact a member of our consulting team (The Hawkins Company).

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*The City of Long Beach is an ADA/Equal Opportunity Employer and values diversity at all levels of the organization*