



CITY OF SANGER, CALIFORNIA

# City Manager



## ■ THE COMMUNITY

The City of Sanger is located in Fresno County, 13 miles east of Fresno along California State Route 180. Covering 5.7 square miles with a population of 26,897, Sanger is the third largest City in the County. Sanger is the gateway city to two of America's greatest National Parks and is the last city before passing through the west gates of both the Sequoia National Park and Kings Canyon National Park. Kings Canyon is home to the world-renowned General Grant Giant Sequoia, which provides Sanger's designation as the "Nation's Christmas Tree City." A one-hour drive to the Sierra Nevada Mountains, or three hours to the Pacific Coast, the city provides residents with a great place to call home and enjoy a good quality of life.

## ■ GOVERNANCE

The City of Sanger is governed by a five-member City Council under the council-manager form of government. Council members are elected from districts, while the Mayor is elected at large. In addition to appointing the City Manager, the City Council retains legal counsel from a private firm.

## ■ THE ORGANIZATION

Sanger is a full-service City with a staff of approximately 125 full time employees and managed through the City Manager. The mission of the City is to provide vision for the future and enhance the quality of life for the community. The City is strategically prepared and poised for tremendous economic development and housing opportunities, to serve the growing population of the City, and the growing needs of adjacent

communities. The City has adopted its North Academy Corridor Master Plan to guide urban development within an approximate 300-acre planning area on Academy Avenue extending to State Route 180. Annexation and development of this corridor has been a generational goal of the community and the Sanger City Council.

To learn more about the city, go to:  
<https://www.ci.sanger.ca.us>

## ■ THE POSITION

The City Manager of Sanger serves at the pleasure of the City Council and is responsible for planning, directing, and managing all activities and operations of the City, ensuring that all public services are delivered in an efficient and effective manner. This position is responsible for coordinating City activities with other agencies and organizations; facilitating the development and implementation of City goals and objectives; implementing policy decisions made by the City Council; and providing highly complex administrative support to the City Council.

The Office of the City Manager is responsible for a wide range of activities, including managing and directing budget and operations, facilities and asset management, public safety, economic development initiatives, legislative analysis, intergovernmental relations, grant administration, employee relations and strategic planning. As the City is in the midst of several exciting new programs including residential and mixed-use development, past experience in annexation projects is desirable.





**Key responsibilities of the City Manager include, but are not limited to the following:**

- Create a culture of effective communication throughout all levels of the organization as well as with the community.
- Lead efforts to create a strategic plan for the City of Sanger to guide its initiatives, resources, and projects for the coming years.
- Provide options and alternatives on a variety of complex topics and programs so that the City Council may consider alternatives guided by expert advice, staff recommendations, and fiscal impacts.
- Drive efficiency and effectiveness across all City programs and activities including public works maintenance and infrastructure, economic development, and budget and financial stability.
- Ensure the overall fiscal health of the organization through resource management, revenue enhancement, and succession planning.

**THE IDEAL CANDIDATE**

The ideal candidate will be a motivated, collaborative, and dynamic leader who can work with City Council, staff, and key stakeholders to achieve economic growth and improve the quality of life for the community. The successful candidate will have well-rounded skills in all facets of public sector governance, a proven track record in successful community development, and solid financial acumen. This individual will lead with vision and inspiration and have the ability to follow through on project implementation. The next City Manager will be required to manage the City as it moves to improve its infrastructure, promote new and upscale business ventures, and build and maintain effective and collaborative relationships with

regional and national business partners. A passion for public service and desire to work with and build a high performing staff focused on customer service is required, as is a willingness and openness to understand the heritage and local dynamics of the community.

**Key Competencies and Characteristics:**

- Must be politically astute, while remaining apolitical; a manager that brings options and solutions for City Council to allow for the best policy decisions and consensus; respects each voice of City Council. The ability to deliver information and comprehensive research to City Council in a clear, balanced, and unbiased manner.
- Strong communication and interpersonal skills necessary to build positive professional relationships with City Council, staff, business leaders, key stakeholders, and residents.
- An individual with the highest personal and professional integrity who is responsive and approachable and is able to build trust.
- A dynamic leader who shares the vision of the Council and community, and can advocate, articulate, and implement that vision.
- Provide options and solutions with different sides to an issue with strengths, weaknesses, opportunities, and risks for each alternative.
- An entrepreneurial mindset with the ability to work effectively with business leaders, developers, and elected officials.



- A strong leader able to use sound judgment, wisdom and maintain flexibility.
- A solid, optimistic leader and role model with a positive presence; demonstrate initiative, be action oriented, treat others with respect, be collaborative and accessible.
- A demonstrated record of building an environment of responsiveness, follow through, and strong customer service in the delivery of public services and project deliverables.
- Sanger values diversity and the incoming City Manager must be culturally competent and appreciate the value diversity adds to the community.
- A 'bridge-builder' who is able to create and grow positive business relationships.

## ■ QUALIFICATIONS

- Bachelor's degree from an accredited college or university with major course work in public administration, business administration, or a related field.
- Master's degree is desirable.
- Seven (7) years of increasingly responsible experience in city government including five (5) years of experience as a city manager, assistant city manager or department head.
- Bilingual English-Spanish helpful.

## ■ SALARY AND BENEFITS

**The annual salary range will be \$170,194 - \$212,760.**

### **Executive benefits currently include:**

- Benefits include participation in CalPERS, with 2.5% at 55 years of age for classic members, or 2% at 62 years of age for new members.
- Vacation
- Nine (9) days of management leave annually
- 11 paid holidays
- Eight (8) hours per month of paid sick leave
- Life insurance

- Health insurance is provided at no cost to the employee and only \$45 monthly for dependent coverage. Sanger offers a monthly reimbursement for those that opt-out of City health coverage.
- The City of Sanger participates in Social Security.
- 5% Bilingual Pay
- Longevity Pay: 2.5% for 15 years and additional 2.5% for 20 years
- \$400/month auto allowance

## ■ APPLICATION PROCESS AND RECRUITMENT SCHEDULE

**The final filing date is Friday, November 10, 2023.**

To be considered, please electronically submit your resume, cover letter and a list of five professional references (references will not be contacted in the early stages of the recruitment) to:

<https://koffassociates.com/sanger-city-manager/>

Resumes should reflect years and months of positions held, as well as size of staff and budgets you have managed. For additional information, please contact:



Frank Rojas  
(510) 495-0448

[frank\\_rojas@ajg.com](mailto:frank_rojas@ajg.com)

Website: <https://koffassociates.com/>

Resumes will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the executive recruiter. Koff & Associates will report the results to the City. The City will then select candidates who will be invited to participate in a formal interview process. Extensive reference and background checks will be completed on the selected candidate.

*The City of Sanger is an Equal Opportunity Employer.*