



C I T Y O F  
**RENO**  
**CITY MANAGER**



**BOB MURRAY & ASSOCIATES**  
*Experts In Executive Search*

## THE COMMUNITY

The City of Reno, with a growing population of over 279,000, is the largest city in Northern Nevada and the fourth largest city in the state. Located in Washoe County, Reno is the center of commerce and culture in Northern Nevada and is the well-known gateway to entertainment and outdoor recreation for all ages. The metropolitan area is nestled on the eastern slope of the Sierra Nevada Mountains at an elevation of 4,500 feet. Reno's location provides an appealing climate year-round characterized by sunshine more than 80% of the year. The surrounding area provides unlimited outdoor recreational activities. Within a fifty-mile radius lies spectacular Lake Tahoe and the largest concentration of ski areas and ski facilities in the world. Biking, camping, hunting, fishing, and mountain climbing are all available within a thirty-minute drive.

Reno's appeal is not limited to its abundance of recreational activities and entertainment. The highly rated educational system includes the University of Nevada, Reno, an R1 Carnegie Research University recognized for their top-tier academic programs and extensive research activities, provides a positive ambiance to the community's culture and diversity. Reno hosts many conferences and special events throughout the year, including "Artown" (the largest single cultural event in America), the Reno Balloon Races, and the Reno Rodeo, among others. The City has invested a significant amount of funding in the downtown area to modernize and beautify the infrastructure and facilities. The region is strategically located among major transportation links and boasts a diverse economy built on the gaming, outdoor recreation, retail sales, technology, tourism, transportation, and warehousing industries.

A strong public education system, emerging world-renowned arts scene, a growing economy, and the enviable position of no corporate or personal income tax, add to the attractiveness and appeal of the community. For more information about Reno's economy, please visit:

<https://www.reno.gov/business/reno-s-economy>

## THE CITY OF RENO

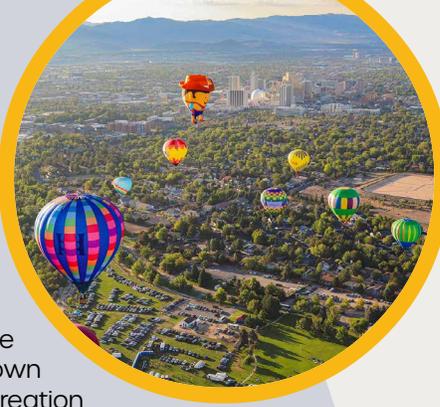
### Mission

*Creating a community that people are proud to call home.*

### Vision

*We are a thriving urban center known for our world-class colleges, vibrant culture, diverse outdoor activities, and innovative industries.*

The City of Reno was recently voted as one of northern Nevada's **Best Places to Work** and identified as Nevada's first **Best Place for Working Parents!** The City is proud of its positive work culture and is committed to sustaining an environment of efficiency,



productivity, and inclusivity. The City of Reno functions under a council-manager form of government with the mayor as chief elected official and formal representative of the City. City Council members are elected to staggered, four-year terms. In 2024, the City transitions from five to six wards. The sixth ward will replace the at-large councilmember position following the 2024 general election. The City Manager is selected by the Council and is the administrative head of the City's various departments.

Reno is a full-service city with a total budget of just over \$982 million and approximately 1,880 employees. The City has ten bargaining units and three non-represented groups. Nevada is a low-tax, competitive state that is home to several large industries such as mining, gaming, and tourism. The City's Strategic Plan has six overarching goals:

1. Fiscal Sustainability
2. Public Safety
3. Economic Opportunity, Homelessness, and Affordable Housing
4. Economic and Community Development
5. Infrastructure, Climate Change and Environmental Sustainability
6. Arts, Parks and Historical Resources.

To learn more about the City's strategic plan and priorities, visit:

<https://www.reno.gov/government/city-council/vision-mission-and-priorities>

## THE POSITION

Come join the **"We Make Reno Lovable"** movement as the new City Manager!

The duties of the City Manager are to plan, direct, manage, and oversee the activities and operations of the City including community development, finance, fire, human resources, maintenance and engineering, parks and recreation, police and redevelopment programs; to represent the City to all departments and outside agencies and organizations; and to provide highly responsible and complex administrative support to



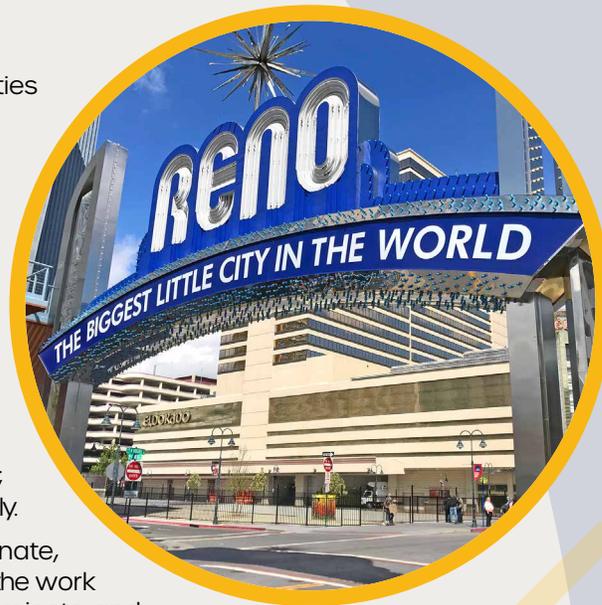
the City Council. Responsibilities include:

- Direct the development and implementation of the City's goals, objectives, policies and priorities.
- Establish, within City policy, appropriate service and staffing levels; monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; allocate resources accordingly.
- Plan, direct and coordinate, through management staff, the work plan for the City; assign projects and programmatic areas of responsibility; review and evaluate work methods and procedures; meet with management staff to identify and resolve problems.
- Assess and monitor workload, administrative support systems and internal reporting relationships; identify opportunities for improvement.
- Advise the Mayor and City Council of various City problems including, but not limited to, community relations and municipal finance matters; meet with community leaders to discuss and resolve problems.
- Oversee the development and administration of the City budget; approve the forecast of funds needed for staffing, equipment, materials and supplies; approve expenditures and implement budgetary adjustments as appropriate and necessary.
- Explain, justify and defend City programs, policies and activities; negotiate and resolve sensitive and controversial issues.
- Represent the City to all departments and outside agencies; coordinate City activities with those of other cities, counties and outside agencies and organizations.
- Provide staff assistance to the City Council; prepare and present staff reports and other necessary correspondence; provide staff support to assigned boards and commissions.
- Attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of public administration and management.
- Respond to and resolve difficult and sensitive citizen inquiries and complaints, media inquiries, City Council concerns, issues and community needs.

The City Manager also plays a leading role in fostering healthy employee relations, including with the collective bargaining process and social justice initiatives.

## THE IDEAL CANDIDATE

The City is seeking a forward-facing, visionary to serve as its next City Manager. The ideal candidate is diplomatic and has a track record of building trust among staff and the community. An honest, creative, and enthusiastic



team player with high emotional intelligence is desired. The successful candidate must be humble, accessible, and responsive, with a solution-oriented mindset and exceptional political acumen. The incoming City Manager must also have the ability to demonstrate positivity and energy; model integrity, professionalism, and leadership; and listen for opportunities, anticipate issues, and proactively problem-solve. The ideal candidate is:

- A strong, proven, and supportive individual with experience leading larger city governments.
- An individual who is approachable, ethical, and trustworthy; and will bring a fresh perspective to the City.
- A strong communicator with the ability to listen to different viewpoints, make sound decisions; convey the resulting rationale, and instill public trust.
- An individual who is supportive of staff; and has the ability to create open lines of communication that allows for the flow of information to and from the City Council.
- An individual who is able to build trust and relationships with Department Heads, City Council, and the community; and foster collaborative relationships with community stakeholders, including working with state partners.
- A leader who is passionate about the unique character of Reno and understands downtown revitalization.
- One who has experience working with and engaging the constituent and business communities and who understands the benefits that come from tourism, innovation, and a thriving downtown.
- An individual that will make a commitment to the City for a period of time and can work towards accomplishing multiple goals and making significant infrastructure improvements, while maintaining fiscal sustainability.



The successful candidate must have the ability to develop and mentor managers, facilitate and sustain positive employee and labor relations, and build and maintain effective working relationships. Knowledge of intergovernmental relations and complex public policy issues is essential. The incoming City Manager must also have the ability to communicate effectively, both orally and in writing, and must have the outstanding organizational skills required to prioritize and plan work.

## COMPENSATION AND BENEFITS

The salary for the incoming City Manager is negotiable and dependent upon experience and qualifications. The City of Reno also offers an exceptional **benefits** package including:

### Health and Welfare Coverage to Fit your Lifestyle

- Eligible the first of the month following or coinciding with the date of hire
- Medical, Dental, Vision, Life (2x your annual salary), AD&D and LTD 100% subsidized for you and your dependents
- Excellent, low deductible, PPO plan with the largest national network in the country
- High Deductible plan with HSA with generous City contribution

### Voluntary Benefits to Fill your Wellness Toolbox

- Free access for you and your dependents at any of the City recreation facilities
- Consumer accounts-Flexible Spending Accounts and Health Savings Account
- Credit Union Membership
- Aflac-Supplemental Insurance
- Additional Life Insurance for You and Your Family
- BARInet-Bariatric Solutions to Address Obesity
- Included Health-Expert Second Opinions, Treatment Decision Support and Concierge Physician Matching
- GuidanceResources-EAP, Legal Services, and Financial Advisement
- Working Advantage Discount Program
- Car Allowance
- Executive Wellness Benefit

### Retirement Plan

- City paid PERS contribution
- Deferred Compensation with a City match of 5% of your annual base salary

### Other Benefits

- Retirement Health Savings Account opportunity
- Generous vacation, sick and floating holiday leave
- 12 Holidays per year

***Be a part of something amazing and find purpose in building a community that people are proud to call home.***

## TO APPLY

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

[www.bobmurrayassoc.com](http://www.bobmurrayassoc.com)

**Filing Deadline:  
November 3, 2024**

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 & Associates. 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. Finalist interviews will be held with the City of Reno. Candidates will be advised of the status of the recruitment following selection of the City Manager. If you have any questions, please do not hesitate to call Mr. Gary Phillips at:

(916) 784-9080

*The City of Reno is an equal opportunity employer and values diversity at all levels of its workforce.*

