

## **Compensation and Benefits**

The salary for this position is up to \$155,000 - \$175,000 annually, DOQ. In addition, the City of Fairfield offers an attractive and competitive compensation package, including:

- ◆ Retirement:
  - Classic members: 2.5% @ 55 with 3 highest years final compensation with the employee contributing 7%.
  - New hires: 2% @ 62 with employees paying 50% of the total normal cost as set by CalPERS.
- ◆ Deferred Compensation: City will contribute 8.24% of compensation with the employee matching 6.34% into a 401(a) for a total contribution of 14.58%.
- ◆ Car Allowance: A monthly car allowance of \$200 will be provided.
- ◆ Health/Dental Programs: The City contracts with Kaiser and Western Health Advantage for medical insurance and provides a generous contribution towards both health and dental plans. The City pays 100% of the basic vision plan.
- ◆ Vacation: 21.6 days of vacation annually for the first 3 years of employment, up to 41.6 days after 25 years of service. The vacation accrual may be converted to cash as it is earned.
- ◆ Personal Leave: 122 hours per year of personal leave which may be converted to cash as it is earned.
- ◆ Sick Leave: 12 days of accrued sick leave per year.
- ◆ Holidays: 13 paid holidays per year.
- ◆ Basic/Additional Life Insurance: City pays equal to 1.5 times annual salary for a Life and Accidental Death/Dismemberment policy to a maximum of \$150,000.



## **The Process**

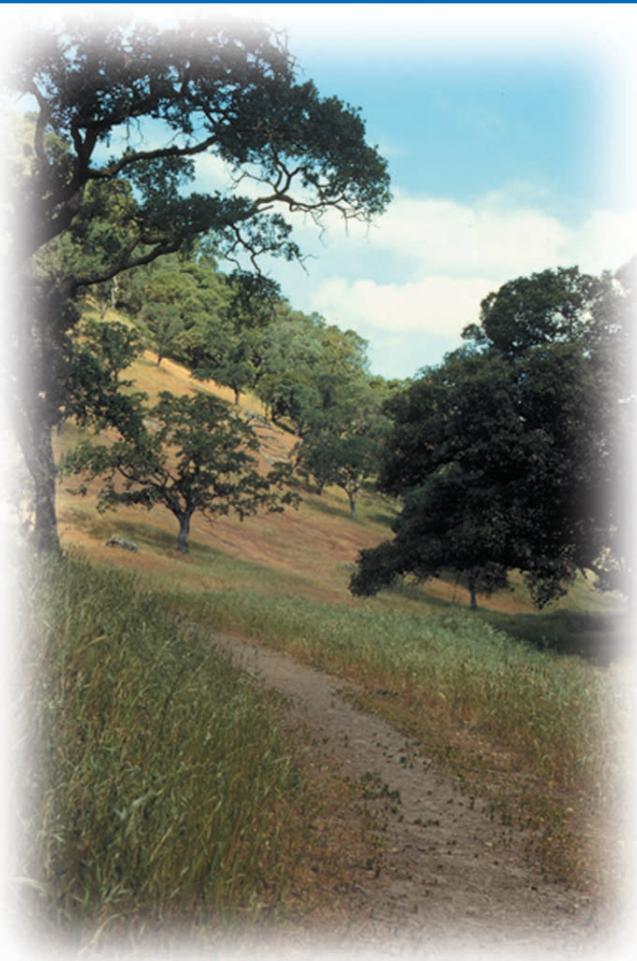
To be considered for this exceptional career opportunity please submit (email preferred) a letter of interest, resume, salary history and five work related references (references will not be contacted until mutual interest is established).

Bill Avery or Paul Kimura  
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Los Gatos, CA 95030  
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The final filing date is August 1, 2014.

If you have any questions regarding this position, please feel free to contact Bill Avery or Paul Kimura at 408.399.4424.



# *The City of Fairfield*

*invites your interest  
for the position of*

# **Assistant City Manager**

## The Community

Lying in the heart of Solano County, the City of Fairfield (population 110,000) is a vibrant and diverse community with respect for its heritage and a vision for the future. As the County Seat, Fairfield represents a diverse economy in the heart of one of California's fastest growing counties. An excellent quality of life, abundant recreational options, a range of housing from workforce to executive, and an array of retail options make Fairfield a great place to live, work and play.



Fairfield includes, and is surrounded by, some of northern California's most beautiful landscapes.

Well situated, Fairfield is located within the California Coastal Range, centered directly north of Suisun Bay, northeast of San Pablo Bay, east of the Sacramento Valley, and is midway between Sacramento and San Francisco. The City's strategic location, extensive transportation networks, and available land and buildings with space for office, industrial, retail and commercial users, make Fairfield a prime location. Businesses take advantage of Fairfield's well-trained and diverse labor force. Fairfield's proximity to universities and training centers makes it easy to staff a company with high quality professional people.

There are two school districts (Fairfield-Suisun Unified and Travis Unified), providing highly rated educational opportunities for residents, which serve the City. Fairfield also offers quality parochial schools, pre-schools and daycare centers. Outstanding public and private universities are also within an easy commute.

In Fairfield, festivals and community activities are abundant year-round. The intimate 380-seat Fairfield Center for Creative Arts hosts a broad range of entertainment from comedy to musicals and opera to high drama. The City also sponsors a variety of sports and entertainment activities for the young and young at heart. Preschool, art, crafts, dance, music and nature study programs are offered at the city's modern and well-equipped Community Center. A network of parks with jogging and bike paths within and around the City offer ample opportunities for hiking, picnics, and other outdoor activities. In addition, two championship public golf courses are available for golf enthusiasts.



## City Government

The City of Fairfield is a full service city operating under a City Council/City Manager form of government. The City Council includes a Mayor, Vice-Mayor, and three Council members elected to four-year, staggered terms. The City Clerk and the City Treasurer are elected positions, while the City Manager and City Attorney positions are appointed by the City Council. The City is organized into seven departments: City Manager's

Office, Finance, Community Development, Community Resources, Fire, Police and Public Works.

## The Position and Ideal Candidate

Reporting directly to the City Manager, this position plays a key management role and will be closely aligned with the executive team to facilitate citywide priorities, programs and initiatives. The Assistant City Manager will oversee the operations of the City Manager's Office, including Human Resources, Labor Relations, Risk Management, Legislation, and Communications. In addition, he/she will



also have an active role in the development and implementation of projects and initiatives that are responsive to City Council's objectives and community need. The Assistant City Manager must be politically astute and possess strong interpersonal and communication skills, as he/she will represent the City in a variety of public settings.

The City embraces a collaborative, inclusive, open door management style. The successful candidate will not only possess these skills, but also demonstrate an entrepreneurial spirit and willingness to try new things. The individual must be detail oriented, with strong analytical and project management skills. These skills will serve the Assistant City Manager well as he/she will

