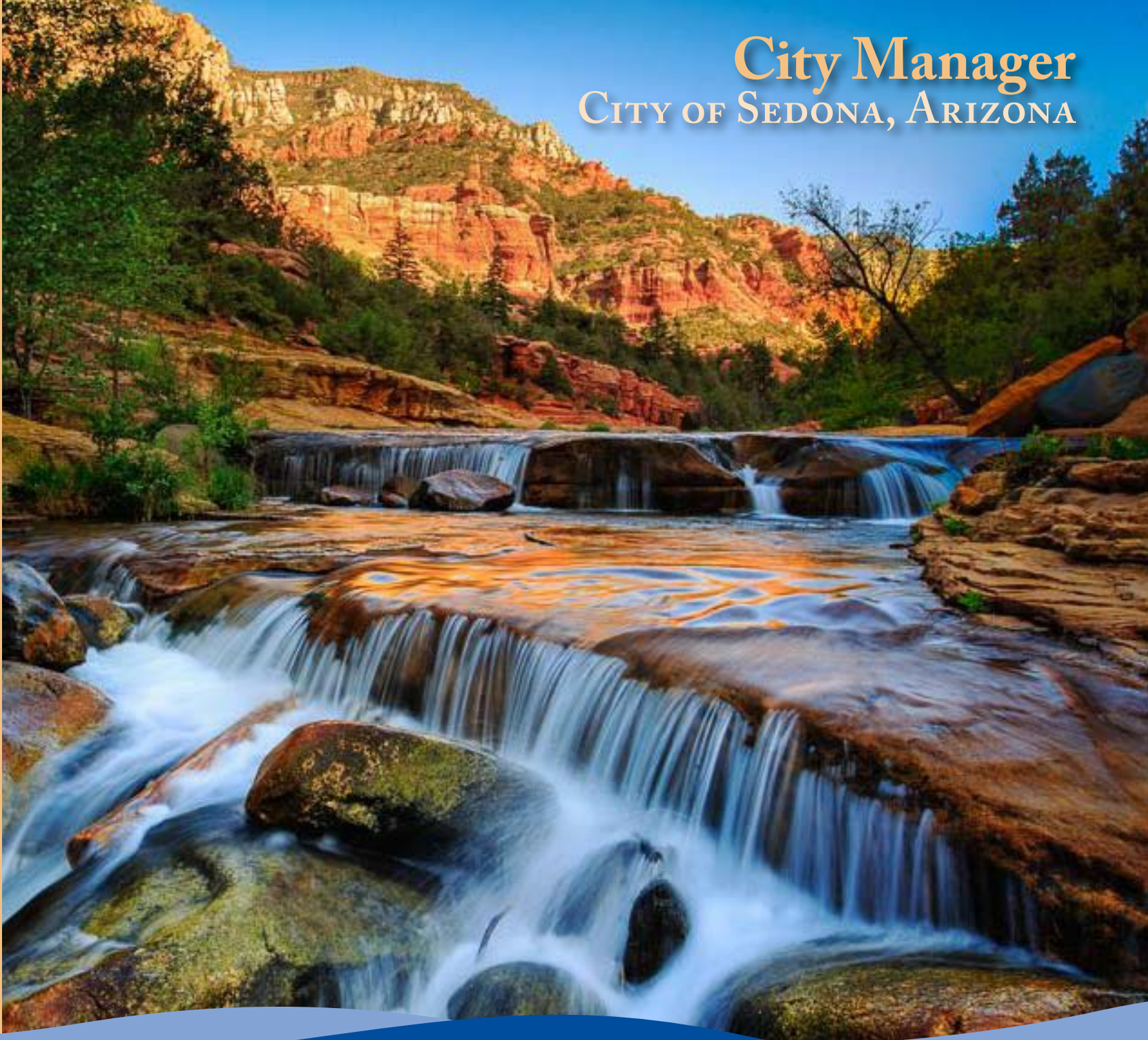


City Manager

CITY OF SEDONA, ARIZONA

Peckham & McKenney
"All About Fit"



PECKHAM
&
MCKENNEY
EXECUTIVE SEARCH

THE COMMUNITY

The City of Sedona was incorporated in 1988 and is one of the western United State's premier tourism, recreation, retirement, viticulture and art centers, all of which contribute to its economic base. Its history is that of a rural ranching community, far off the beaten track, yet the beauty of the region became known through the motion picture industry with many classic films, commercials, and television shows filmed in the rural area surrounding the city. Characterized by massive red-rock formations, as well as the contrasting riparian areas of Oak Creek Canyon, the area encompassing this beloved community is considered as beautiful as many of our National Parks.

Located in the high southwestern desert under the rim of the Colorado Plateau at an elevation of 4,500 feet, Sedona is blessed with four mild seasons, and plenty of sunshine and clean air. The year round population of Sedona is approximately 11,000 residents, while the seasonal/visitor population often doubles that number on a regular basis. The City is almost 19 square miles in size, with 51% being owned by private landowners with the rest belonging to the Coconino National Forest.

Sedona has something for everyone: world-class resorts to small, family-run motels, fine restaurants, outstanding shops and diverse art galleries. The beauty and climate of the area (now encouraging a growing viticulture industry) makes sightseeing and hiking, golf, tennis, horseback riding, and Jeep touring year-round activities.

The citizens of Sedona are proud of their beautiful environment and work diligently to preserve its uniqueness and special qualities. Central to this effort is the role of volunteers and their interest in working with the City to help control their own destiny through participation. Many say volunteerism is a profession in Sedona, with many retired corporate executives, educators and private entrepreneurs using it as a vehicle to stay engaged.

The Sedona-Oak Creek Joint Unified School District has an excellent reputation and numerous private elementary and college preparatory, boarding and special skills schools also serve students in the area. Yavapai Community College has a campus in Sedona and Coconino Community College also offers its curriculum to local students. Northern Arizona University is located in nearby Flagstaff and Arizona State

University in Tempe is approximately 100 miles away.

A full complement of public services are rendered by impressive institutions such as Keep Sedona Beautiful, Sedona Public Library, Sedona Center for Arts & Technology, Sedona Creative Life Center, Sedona Historical Society, Sedona Main Street Program, and Sedona Humane Society, plus a long list of extremely effective charitable organizations and service clubs. The Sedona Medical Center is an outpatient facility that specializes in primary healthcare, emergency services and cancer treatment.

For more information on this incredibly beautiful region, please visit www.visitsedona.com.

THE ORGANIZATION

The City of Sedona operates under the Manager-Council form of government with six Council Members and one elected Mayor. The Council appoints the City Manager, who is responsible for carrying out policy enacted by the Council, overseeing administration of the City, and maintaining inter-governmental relationships.

Sedona currently has a staff of 111 full-time equivalent employees and the 2014 total budget is approximately \$38 million. City departments include the City Manager, City Attorney, City Clerk, Community Development including engineering and public works services, Finance, Human Resources, Information Technology, Magistrate Court, Parks and Recreation, Police, and Wastewater (special districts provide fire services and water). The City has an "A" underlying rating from Standard and Poor's Rating Services on its most recent bond issuance.

The City has no property tax and relies on sales tax and lodging tax revenues to support its operations. The City has come out of the recession with a reduced workforce, smaller budget, and excellent reserves. While the City continues to experience a slow but steady economic recovery, and revenues continue to trend modestly upward, the costs to deliver existing services are also increasing. The 2014 Budget reflects a commitment to maintaining core services and a continuing mindset, developed out of necessity as the City navigated the recession, of identifying cost-saving efficiencies and adding resources only in the most critical areas.

For more information on the City of Sedona, please visit their website at www.sedonaaz.gov.

THE POSITION

This position is open due to the upcoming retirement of City Manager Tim Ernster. The following profile of the ideal candidate was prepared based on discussions with all outgoing Council

members and the Mayor, as well as all current and incoming Council members and the new Mayor, other Elected Officials, and members of the Leadership Team.

The City Manager has the responsibility for the day-to-day management of all city operations and is expected to align those operations with the policies and strategic plans set in place by the Council. The City is seeking a strong leader with solid ethics and integrity who has the ability through excellent communication skills to educate, facilitate and bring opposing people and their interests together. The ideal candidate will have proven management experience in, and an understanding of, the nature and dynamics of a resort or tourism-based community and its economy.

The new City Manager will encourage teamwork within the organization, understand how to effectively utilize the skills of an experienced and high performing staff, delegate as appropriate, role-up-your-sleeves and do-it-yourself as applicable and set an example for strong customer service. The City Manager will be positive and energetic and capable of working in a collaborative fashion with staff, the Mayor and City Council, media, regional, state and federal agencies, non-profits and the community at-large.

It is expected that the new City Manager will be strong in economic development (retention, expansion and attraction) and have a high financial acumen including budgeting in a sales tax driven environment, alternative funding mechanisms, and long-term debt issuance. S/he must have a personality style that is comfortable and at ease in a small community where you are "on" 24/7/365 with a citizenry that is educated and highly engaged. With this in mind, it is expected that the new City Manager will be visible and proactively involved in the community and it is hoped that the selected candidate will take advantage of and thrive in this outdoor activity oriented environment.

A broad understanding of municipal operations, particularly in the areas of community development, redevelopment, sustainability and marketing and branding is also strongly desired. The next City Manager of Sedona will be someone who is a strong leader, self-confident, and capable of assisting elected officials and the community in shaping the City's future and assisting them in getting there.

A Bachelor's Degree in public administration or related field is required, Master's Degree strongly preferred. Any combination of education and/or

Peckham & McKenney
"All About Fit"





experience that would likely provide the relevant knowledge and abilities for exceptional job performance may be considered. Generally, this will require education and experience equivalent to a Master's Degree in an appropriate field along with seven to ten years of progressively responsible management experience.

An open, friendly style will benefit the selected candidate well as the ability to establish and/or enhance relationships at all levels and with a wide variety of people with varying interests will be the ultimate measure of success as Sedona's next City Manager.

THE COMPENSATION

The City of Sedona is offering a very attractive salary range of \$140,000 to \$180,000 depending

on qualifications, and a comprehensive benefits package including but not limited to retirement, short- and long-term disability, medical/dental/vision plans, life insurance, car and cell phone allowances, sick leave, vacation, holidays, and employee assistance programs.

THE CRITERIA

The appointment will be based on best fit, competency, education, training, and experience as it relates to the position of City Manager and successful completion of a thorough background investigation. A site visit to the finalist's community conducted by representatives of the City of Sedona is an option.



SEARCH SCHEDULE

Closing deadline January 12, 2015
 Screening and Preliminary Interviews
 January 14 through January 28, 2015
 Recommendation of Candidates.....January 30, 2015
 Finalist Interview process.....
 February 16 and February 17, 2015

These dates have been confirmed, and it is recommended that you plan your calendar accordingly.

THE RECRUITMENT PROCESS

To apply for this outstanding career opportunity, please send your resume and cover letter electronically to:

Peckham & McKenney
apply@peckhamandmckenney.com

Resumes are acknowledged within two business days. Call Phil McKenney toll-free at (866) 912-1919 for more information.



www.peckhamandmckenney.com