



DRAFT



City of Yakima, Wa

invites your interest in the position of

City Manager

129 N. 2nd St. ~ Yakima, WA 98901 ~ yakimawa.gov

Career Opportunity

The City of Yakima is seeking a knowledgeable leader who is approachable, fair, organized, and progressive for the position of City Manager. The City is looking for an individual with common sense and a can-do attitude.

The City seeks a candidate who is a visionary, yet has practical business sense and experience. The City desires a candidate with a heart for a community invested in agriculture and hometown values of integrity, hard work and service to others.

At the City of Yakima, customer service is not just a catch phrase, but a core principle. The best candidate will be respectful of council, staff, and the public, encourage an environment where creativity flourishes, ensure results and accountability. Other important characteristics are experience managing in lean times and the ability to anticipate and resolve issues before they escalate.

The position reports to the City Council and is responsible for the administration and daily management of the municipal government of the City of Yakima including, but not limited to, the supervision and direction of department directors and other staff.

Salary and Benefits

Annual salary range:

\$197,184 to \$239,699

Benefits:

- Longevity Pay (After 5 years)
- 3% employer contribution to 457 deferred compensation plan
- Paid Time Off (PTO)
- Self-insured medical, dental & vision coverage
- Free access to City-owned health clinic
- WA State PERS pension Life insurance
- Voluntary long-term disability, long-term care insurance, & other supplemental insurance
- Wellness Incentive Program
- Flexible Spending Account
- Relocation reimbursement
- Car allowance



QUALIFICATIONS

The ideal candidate will possess a bachelor's degree in Public Administration, Business, Law, Political Science or closely related field and a minimum of five (5) years experience as a City Manager, Assistant City Manager, exempt level department head or other senior administrative officer. A master's degree is strongly preferred.

The successful City Manager candidate will have outstanding interpersonal and communication skills while being open and approachable.

She/he will work in the best interest of the City of Yakima in accordance with the City Charter and policies determined by the City Council.

ESSENTIAL FUNCTIONS

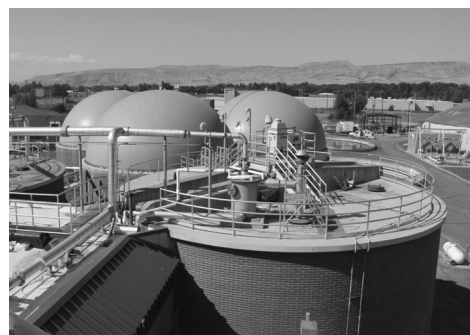
- Plans, directs and coordinates the City's administrative functions. Administers and executes the City's laws and ordinances.
- Prepares/submits annual budget to Council and performs budget administration. Regularly advises Council of the financial conditions, makes recommendations, and submits annual report of the City's finances and activities for the preceding year.
- Recommends measures for Council adoption. Oversees preparation and presentations of reports and recommendations for Council action. Attends all Council meetings and assures follow-up on all actions and staff assignments.
- Possesses appointing authority for department directors. Provides departments direction, problem solving and assistance while encouraging input and communication. Supports the administration of the City's personnel policies in compliance with collective bargaining agreements, City Charter and Civil Service.
- Serves as local liaison with state and county agencies. Attends a variety of meetings as the City's official staff representative, including community groups, service clubs and professional organizations.
- Ensures timely resolution to operational issues, anticipates potential crises and acts to prevent their occurrences or reduce operational impacts.
- Fosters cooperation, coordination and efficient use of resources. Provides ongoing efforts to improve processes and provide quality customer service.

City of Yakima Departments & Staff

The City of Yakima employs 750+ permanent employees in addition to approximately 200 temporary employees.

Operating departments:

- City Administration
- Public Works
- Finance & Budget
- Human Resources
- Community Development
- Yakima Air Terminal
- Municipal Court
- Legal
- Police
- Fire



ECONOMY and COMMUNITY

Yakima has been the cultural, business, educational, healthcare, and governmental focal point of the Central Washington region since it was founded more than 125 years ago.

Originally built along the then-new Northern Pacific Railway line, Yakima has grown from its agricultural roots into a vibrant, diverse, metropolitan city. With a rich history and a bright future, Yakima is the Heart of Central Washington.

Yakima's economy has traditionally revolved around agriculture and a wide variety of crops are grown in the Yakima Valley. These include more than 30 varieties of fruit (apples, cherries, peaches, pears, nectarines, apricots and berries) and vegetables (such as asparagus and eggplant). The Yakima region is well known for producing about 75% of all the hops grown in the United States.

While Yakima still relies on agriculture to drive its economy, over 250 manufacturing firms call the area home and produce a variety of products. They include aircraft parts, wood products, plastic products, recreational vehicles and communications technology.

Tourism is the fastest growing segment of the Yakima economy. More than 70 wineries are located in the Valley and regularly draw visitors to sample and buy internationally renowned varietals. Multiple craft breweries and distilleries utilize home-grown products in their unique offerings.

Yakima is host to many family-friendly facilities and events including the new YMCA/Yakima Rotary Aquatic Center, Capitol Theatre, Sozo Sports Complex, the Central Washington State Fair, a wood bat summer league baseball team, and welcomes numerous regional youth and adult sports tournaments.

Outdoor recreation, including water and snow skiing, fishing, hunting, boating, hiking, horseback riding, and white water rafting, also makes Yakima a favorite destination for people from throughout the Northwest and around the world.

City Government

Yakima is a Charter Civil Service city governed by a seven-member Council operating within the council/manager form of government.

Council members serve staggered four-year terms and are elected as representatives from within the City's seven districts. The mayor is selected by the Council from among its members.

As a full-service city, the 2024 General Government budget is approximately \$75 million and its total budget is just over \$251 million.

Full-time employees consist of approximately 24% in Police, 18% in Fire, 18% in Utilities, 7% in Transit, 4% in Streets/Traffic, and 29% in other City departments and divisions.





GEOGRAPHY and CLIMATE

Yakima is located in the south central region of Washington State, approximately 150 miles east of Seattle. Yakima covers about 28 square miles.

Sunshine is the norm with 270 to 300 blue sky days per year. The area enjoys four separate and distinct seasons, with hot and dry summers while winters are cool with light snowfall.

DEMOGRAPHICS

Yakima is the largest city in Yakima County and serves as the county seat. With a population of more than 98,000, Yakima is the 11th largest city in Washington State.

Most of the people who founded Yakima were of European descent, although significant numbers of African-Americans and Asian-Americans homesteaded in the area as well.

Over the past 30-plus years, the Valley has experienced a large influx of Latino immigrants, accounting for approximately 52% of the population in Yakima County.

Today, the Yakima community enjoys a rich mixture of people from many cultural and ethnic backgrounds -75% of the population have at least a high school diploma and 18% have a bachelor's degree or higher. The median annual household income was estimated to be \$64,910 in 2022.



COST of LIVING

The cost of living in Yakima is below the national average at 95% and there is no state-imposed income tax. The median sales price of a home is approximately \$350,000 and the average commuting time to work is about 15 minutes.

EDUCATIONAL OPPORTUNITIES

Beyond K through 12, the area boasts a private technical college, a community college, a university, a medical school, and a number of vocational education programs.

APPLICATION PROCESS

The City of Yakima is an Equal Opportunity Employer.

How to apply:

Submit an online application at www.yakimawa.gov.

A complete application must include the following attachments:

- Letter of interest and resume
- Name and complete contact information for five references, including at least one current or previous supervisor



**Thank you for
considering the
City of Yakima**

City of Yakima

129 N 2nd Street
Yakima, WA 98901

For more information contact:

Connie Mendoza
Director of Human Resources
Connie.Mendoza@yakimawa.gov
509-249-6868

Helpful links

- **City of Yakima:**
www.yakimawa.gov
- **Greater Yakima Chamber of Commerce** www.yakima.org
- **Yakima Valley Tourism**
www.visityakima.com
- **Downtown Association of Yakima**
www.downtownyakima.com
- **Yakima School District:**
www.yakimaschools.org
- **Yakima County Devt. Assoc.**
www.chooseyakimavalley.com

