



CITY MANAGER

**APPROXIMATELY \$145,000
DEPENDING ON QUALIFICATIONS**

Plus Excellent Benefits

Apply by

February 13, 2022

(First Review, Open Until Filled)

PROTHMAN



THE DALLES, OREGON



The City of The Dalles, Oregon, is located along the north-central edge of the vast Columbia River dividing Washington State from Oregon. It is the largest community in Wasco County and

functions as the county seat. With an estimated population of 16,000 residents, it is a growing regional commercial center and marketplace, featuring a quaint downtown area. The Dalles is one of Oregon's most historical cities and has a reputation of being a town at the end of the overland route of the Oregon Trail. The City was first incorporated by the Oregon Territorial Government in 1857 as "Dalles City" and was deemed the county seat shortly thereafter. The Dalles citizens are extremely proud of their community and its long and valued history which continues to play a key role in North Central Oregon's social, cultural, economic, and government activities. The City serves as a trading area for about 70,000 persons in Washington and Oregon. Its principal economic activities are agriculture, tourism, healthcare, government and retail services. The major agricultural product of the City is sweet cherries. There are in excess of 6,000 acres of sweet cherry orchards around the City. Wheat is another important agricultural product with 50,000 acres currently in cultivation.

The Dalles is a strategic home base for year-round recreation where residents enjoy over 300 days of sunshine per year. Its location along a vast bend of the Columbia River, the nation's second-largest river, provides ample opportunities for recreation including fishing, jet skiing, boating and one of the finest windsurfing areas in the United States. The City also has riverfront parks and trails for picnicking, walking, bicycling and a variety of locations for scenic river views. There are also miles and miles of hiking trails nearby. The Dalles is conveniently located just an hour north from Mt. Hood where residents and visitors enjoy skiing, snowboarding, climbing, hiking and visiting the historic Timberline Lodge. For those looking to stay indoors, The Dalles is also home to numerous restaurants, coffee shops, cafes and wineries and breweries which host tours and tastings and provide space for events.

The City core is bordered by an industrial port to the west, containing light manufacturing, business offices and three Google data center. To the east is the Dalles Dam which is a hydroelectric facility. An emerging wine industry has developed on both sides of the river.

Columbia Gorge Regional Airport which is located just across the Columbia River in Washington State is jointly owned by the City of The Dalles and Klickitat County, Washington. The airport provides access to two states, three counties, many municipalities, over 72,000 citizens and has 35 acres of construction ready sites. The partnership between the City of The Dalles and Klickitat County, has resulted in many multi-million-dollar projects that have focused on improving both airport safety and local infrastructure and has allowed the airport to be a successful gateway to the Columbia River Gorge.

THE CITY

The Dalles is a stable organization that operates under a Council-Manager form of government. The Mayor and a five-member City Council are elected to four-year staggered terms, each of whom earns a stipend. The City Manager is the administrative head of the City government. The last two City Managers had long tenures with the City. The City operates with 98.73 FTEs working in the following departments: City Clerk/IT, City Manager/General Services, Community Development (including Urban Renewal), Finance (including Water Sewer Billing/Court), Human Resources, Library, Municipal Court Judge, Police, and Public Works. The City's Legal Counsel is under contract with the City. The City operates on a 2021-22 budget of \$73,649,614 including a General Fund of \$14,431,615.



THE POSITION

Under the direction of the City Council, the City Manager is the administrative head of the City. This position administers the daily operation of all City departments, communicates regularly with City Council, provides information necessary for sound policy and decision making and evaluates personnel programs, services and projects regularly. Other responsibilities include preparing an annual budget. Such preparation ensures that long-term financial goals can be accomplished with available and forecasted resources.

For a full job description, please view the attachment found [here](#).

OPPORTUNITIES & CHALLENGES

1. The Covid pandemic put a hold on a lot of development activity. With the addition of significant new revenues from the Google data centers, there is a feeling that the time is now to make investments in infrastructure which supports economic development.
2. Adequate housing is a concern and needs creative solutions. This is not just an entry level housing shortage, it crosses all economic strata. The City has a very constrained urban growth boundary and a limited amount of developable land.
3. The City has operated an urban renewal program for over twenty years. This methodology uses tax increment financing but isn't intended to run indefinitely.
4. Maintaining strong relationships with partners in the region is key. Current partnerships are with the Port, the County, the Chamber of Commerce, Mid-Columbia Fire and Rescue, Northern Wasco PUD, Northern Wasco Parks & Recreation District, District 21 School District, Columbia Gorge Community College.
5. A major capital project is the Dog River Pipeline, which is nearing construction. The City has a ground water system and an adequate source of water. There is a need to improve some of the infrastructure for conveying water which will be improved through recently completed negotiations with Google.
6. The airport hosts a regional Life-Flight operation that provides med-evac for serious medical patients to Portland and Bend.



7. Mid-Columbia Medical Center intends to relocate to a new location. The City will be a key facilitator of this effort through its planning and permitting processes. Investments such as these are opportunities to show that The Dalles is open for business.

8. Tourism is becoming an increasingly important part of the economic engine for the community. To be successful the community needs to be clear about its assets and its brand.

9. The community is politically, ethnically, and economically diverse, which can create challenges.

IDEAL CANDIDATE PROFILE

Education and Experience:

A bachelor's degree from an accredited college or university in management, finance, economics or a related field, evidence of continued professional development, and five (5) years of management experience in a municipality or equivalent organization is required. The ideal candidate will have a master's in public administration and credentials which demonstrate skills necessary to lead a progressive City such as the ICMA-Credentialed Manager designation.



Necessary Knowledge, Skills and Abilities:

- Experience working in the public sector and experience as a City Manager or Department Director in an equivalent sized or larger community.
- The ideal candidate will be a demonstrated leader who is a visionary, and an effective communicator.
- The new City Manager will have the skills to be a convener of agencies and stakeholders across jurisdictional lines to achieve major economic development and community improvement goals.
- Demonstrated success leading strategic planning and visioning processes would be very beneficial.
- The new City Manager must be technology literate and able to promote the use of new technology to improve operations and customer service.
- The City has an energetic management team that is looking for a strong and supportive leader capable of translating the vision of the City Council effectively and helping the organization set challenging goals and achieve results fast.
- The management style of the City Manager should encourage clarity of purpose, clear goals, and accountability. A style that encourages dialogue and supports new ideas will be successful.
- Strong budget and fiscal management skills are needed. The City is fiscally stable and needs a leader that is able to sustain that record. An inclusive and open budget process is the expectation.
- The new City Manager will have experience with and skill in responding to and resolving sensitive inquiries and complaints from both internal and external sources.

Candidates may possess any combination of relevant education and experience that demonstrates their ability to perform the essential duties and responsibilities.

COMPENSATION & BENEFITS

- **Approximately \$145,000 Depending on Qualifications**
- Medical, Dental, and Vision Insurance
- Retirement – wholly paid by City of The Dalles
- 8 Hours/Month Sick Time Accrual
- 8 Hours/Month Vacation Accrual. Increases with longevity
- 10 Paid Holidays
- 2 Personal Days
- \$60 Cell Phone Allowance
- 10 Executive Days

**For more information on the City of The Dalles, please visit:
www.ci.the-dalles.or.us**



The City of The Dalles is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **February 13, 2022** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "**Open Recruitments**", select "**City of The Dalles, OR – City Manager**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in. If you are a veteran and wish to request veterans' preference credit, please indicate that in your cover letter, and complete and submit the veterans' preference form posted on the website as instructed on the form.

PROTHMAN

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