Bellevue, WA

City Manager
Apply by October 4, 2013

Situated in the western part of Washington State, Bellevue has grown from a quiet suburban bedroom community over the last decade to an internationally dynamic and multi-cultural city. Now Bellevue is looking for a new City Manager to help lead the City into its next chapter of excellence.

Nestled among the gently rolling hills that are a prelude to the Cascade Mountains, Bellevue lies in the heart of the Puget Sound region. To the west are the skyscrapers of Seattle and scenic Lake Washington and to the east lie Lake Sammamish and the gateway to the Cascades. The City is bisected by Interstate 405 running north-south, and crossed from east to west by Interstate 90 and State Route 520 which feature substantial bridges crossing Lake Washington to Seattle.

Bellevue is an economic powerhouse. Some of the country's best known companies - Microsoft, T-Mobile, PACCAR, and Expedia, to name a few - have a large presence in the City. Coupled with the many small businesses, they are the source of the approximate 134,000 jobs found within city boundaries, with strong expectations of continued growth. By 2030, the City anticipates adding 30,000 more jobs.

Quality of life matters to Bellevue's residents. Clean and safe are words used frequently to describe Bellevue. It is a place where the people and community pride themselves on a pristine appearance and environmental stewardship. Surrounding a vibrant, urban downtown are the many outstanding neighborhoods that define Bellevue. Available medical care is excellent, with two major hospitals (the

Overlake and Group Health Medical Centers) and the Childrens Hospital Clinic and Surgery Center conveniently located adjacent to downtown.

The City's population is cosmopolitan, diverse and growing. Between 2005 and 2010, the downtown (which is well-defined and covers 410 acres) added 4,000 residential units. The City anticipates adding 20,000 new residents, including 10,000 in the downtown area alone. Partly due to the attraction of high-tech firms, more than 40 percent of the population is composed of ethnic minorities and 32 percent are foreign born. This unique blend of cultures and people is what fuels the energy of the City.

With regard to education, Bellevue's School District is technologically progressive and parents support their children. Two of the City's high schools ranked in the nation's top 100 in Newsweek's America's Best High Schools for 2013, and four of the five were ranked in the top 250. The U.S. News and World Report rankings are very similar. The schools' athletic programs are excellent as well. Bellevue High School, for example, won the Washington State 3A Football Championship ten times between 2001 and 2012.

Residents value city services. Annual customer surveys conducted by the City reflect that 97 percent of those surveyed rank Bellevue as a good or excellent place to live, and 83 percent feel they are getting their money's worth for their tax dollars. That is no surprise given the commitment of the workforce and the fact that every City department that is eligible to be accredited by a national body has earned accreditation.

Cultural activities are abundant. Bellevue's own Meydenbauer Center is home to artistic attractions such as the Bellevue Chamber Chorus, Bellevue Youth

Symphony Orchestra, the International Ballet Theatre, and the Huayin Performing Arts Group. Bellevue also has a nationally respected, 20,000 square foot Bellevue Arts Museum with a wide variety of exhibits. A major community music school, Music Works Northwest, offers instruction to all ages by the area's top musicians. The City has made a major capital investment, in partnership with the Bellevue Youth Theater Foundation, to construct a new theater to serve the youth theater program. There are a plethora of additional opportunities in surrounding communities, including Seattle.

Few places in the country can offer nature lovers more than Bellevue. Known as a "City in the Park," it is home to almost 100 parks and natural areas totaling 2,689 acres. Nearby Lakes Washington and Sammamish offer a full range of aquatic adventures for boaters, kayakers, and canoe enthusiasts, while more than 50 miles of maintained trails are available to hikers and bicyclists. The Bellevue Botanical Garden, a 53-acre garden owned by the City that showcases cultivated display gardens and many of the beautiful families of foliage that thrive throughout the Pacific Northwest, is currently undergoing an $11 million renovation in partnership with the Bellevue Botanical Garden Society.

Travel enthusiasts do not have to go far to connect to their next destination. Nearby SeaTac International Airport is a gateway virtually to anywhere in North America or Asia, and provides non-stop flights to several of Europe's capitals. The Port of Seattle is a hub for cruises with destinations along the coasts of western Canada and Alaska. The scenery is stunning and whales and other natural wildlife can often be seen. It is only one hour to skiing, two hours to the ocean or the Canadian border and three hours to Portland, Oregon.

The Seattle area hosts several professional sports teams, including the Seahawks (professional football), Mariners (major league baseball), Sounders (major league soccer), and Storm (women's professional basketball) as well as the University of Washington's well-respected Huskies. If you would rather participate, you can find practically any activity that you are interested in locally – both for youth and adults. The City offers traditional sports (football, baseball, soccer, track and field, and basketball) as well as other activities like martial arts, lacrosse, and cricket.

Bellevue is a commercial paradise, home to world-class restaurants and shopping. Daniels's Broiler is an exclusive establishment offering exquisite steak house dining combined with striking views of the Olympic Mountains, Bellevue and the Seattle skylines while Bis on Main has a renowned and award winning wine list. The shops at the Bravern are home to many high-end stores such as Neiman Marcus, Louis Vuitton, Hermes, David Lawrence, and Salvatore Ferragamo, while "The Bellevue Collection" is composed of three interconnected malls which house an even greater variety of commercial establishments, including Nordstrom, Tiffany's, and Pottery Barn, that will meet all of one's retail wants and needs.

Put all of the preceding together and the result is many awards. Money Magazine named Bellevue one of the 100 Best Places to Live in 2006, 2008, 2010 and 2012. America's Promise Alliance named Bellevue one of the 100 Best Communities for Young People in 2006, 2007, 2010, 2011 and 2012. City departments and staff have also won numerous awards for their activities. For example, in 2010 and 2011 the International City/County Management Association awarded the city a Certificate of Excellence for performance management. The City Hall itself has won many awards for design and functionality – even more amazing when one considers it is a remodeled, outdated telephone switching center.

All in all, for the outstanding municipal professional, this kind of opportunity only comes along once in a lifetime. We invite you to apply!

History

The Seattle / Bellevue area was first inhabited by Native Americans as early as 10,000 years ago. In the mid-1850s treaties were signed under which the Native Americans gave up most of their land, and in 1869 wealthy adventurers staked the area's first large land claims. In the following years, Civil War veterans were awarded homesteads to promote the region's growth. These and other settlers cleared the area through logging and coal mining operations and, by the early 1900s, the area had become a prosperous farming community. Japanese immigrants, brought to Washington to clear and improve the

land, made the most of small plots they leased and aided in further development. They established a collective warehouse and soon produced the bulk of the strawberries and vegetables harvested in Bellevue. The area's agrarian success was celebrated with the first Strawberry Festival in 1925, and by then Bellevue had become a regional agrarian center.

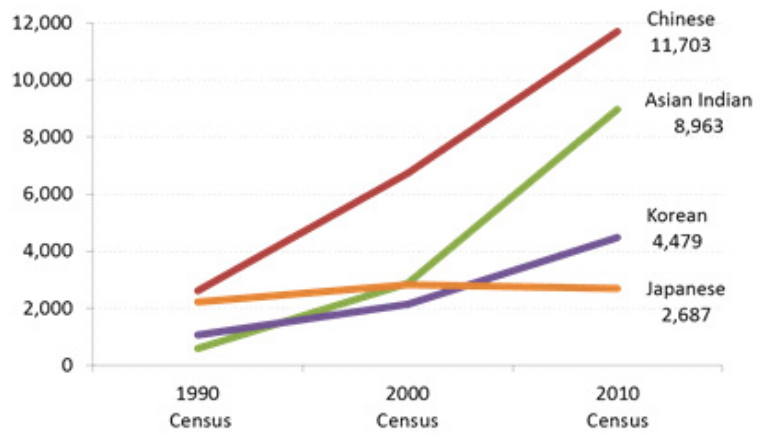
Advances in infrastructure, such as the completion of the first bridge across Lake Washington in 1940, encouraged further growth. The outbreak of WWII and the subsequent internment of many Japanese Americans dealt a significant blow to the Bellevue community and its economy. With the end of the war, new residents began to arrive and, with them, further development. Bellevue Square, one of the first suburban shopping centers in the country, opened in 1946 and assisted in the development of commerce in the region. The City incorporated in 1953 and, through annexation, grew from 4.7 square miles by Meydenbauer Bay to its current 36 square miles. In the late 1970s, Council adopted a business plan for denser development downtown, utilizing a “wedding cake” scheme to step down densities from the downtown core to its fringes, together with formalizing “subarea plans” for residential neighborhoods.

Over the past two decades, the city added office towers and shed its "suburban" status to become a thriving commercial powerhouse and a high-tech hub. Expedia, Microsoft, PACCAR, Puget Sound Energy and T-Mobile are among the many companies with a significant presence in the city. Further, the growth is continuing. A number of new projects have begun to break ground and Bellevue's gleaming downtown will continue to grow.

Demographics

Bellevue is Washington state’s 5th largest city. With recent annexations, Bellevue’s population is currently estimated at 132,100 and has a median age (38.5), a bit over the national median (37.2), with population spread relatively evenly across age groups. Bellevue’s daytime population is estimated at approximately 190,000.

Chart I: Growth in Bellevue's Asian Population



Bellevue's population is very diverse racially and ethnically. In fact, it's more diverse than its neighbor to the west, Seattle. Over 80 languages are spoken in the City's schools and the 2010 Census found that 62.6 percent of the population were Caucasian, 27.5 percent Asian, 2.3 percent African American, and the remainder were either of some other race of more than one race. Hispanics (of all races) comprised 7.0 percent of the population. Approximately 32 percent of the population is foreign born.

The community reflects a wide variety of incomes and offers a wide diversity of living environments and housing opportunities, including some subsidized housing.

The median household income in Bellevue is $84,503, and the mean is $112,290. By comparison, Washington State's median is $58,890 and the mean is $76,504. A little over 12 percent of the population earns $200,000 or more and 6.6 percent of the population was below the poverty line. Some schools have a significant number of students who are eligible for free lunches. Employment remains strong, with an unemployment rate of 4.5 percent in June 2013.

Bellevue residents tend to be very well educated. Over 60 percent of the population has a Bachelor's degree or higher. Specifically, 37.5 percent have a Bachelor's degree, and 23.2 percent have completed graduate work. Another 11.8 percent have a high school degree only, 16.1 percent have attended some college (no degree), and 6.8 percent have an Associate's degree.

Geography

The City's name is derived from a French term for "beautiful view." Under favorable weather conditions, one may enjoy scenic vistas of the Olympic and Cascade Mountains and Mounts Baker and Rainier.

Bellevue has a total area of a little over 36 square miles (32 square miles of land and 4.5 square miles of water). It is characterized by gently rolling hills, with elevations as high as 1,300 feet, and on average is 100 feet above sea level. The City lies between Lake Washington to the west and the smaller Lake Sammamish to the east. Much of Bellevue is drained by the Kelsey Creek watershed, and the Mercer Slough Nature Park forms Lake Washington's largest remaining wetland, providing diverse habitat for over 170 species of wildlife.

Climate

Bellevue's climate is described as temperate marine, with mild wet winters and warm dry summers. The City has four distinct but relatively mild seasons. Average summer temperatures range from 52°F to 76°F and in the winter range from 35°F to 46°F. Despite a regional reputation for rain, Bellevue's annual average rainfall is only 36 inches, less rain than is received in New York (50 inches), Atlanta (50 inches), or Chicago (39 inches).

Commerce

In the last few decades, Bellevue has been transformed from a "bedroom" community with a small employment base into a major business and retail center. More people (133,800) work in Bellevue than live there, and it is the second largest employment center in King County and the second strongest economy in the state. See Table 1 on page 6.

A diversified mix of industries exists in Bellevue, with nearly 60 percent of jobs being in the service sector. About a quarter of those service jobs provide information services (including high-tech software development firms), another quarter provide professional, scientific, and technical services (including engineering, accounting, and management firms), and roughly 16 percent provide health care and social services. Bellevue is also known for its large retail industry, which comprises

Table I: Principal Employers

Rank	Employer	Type of Operation	# of Employees	% of All Employees
1	Microsoft Corporation	Technology	6,300	4.80 %
2	T-Mobile USA	Cell Phones	3,500	2.49 %
3	Boeing	Aviation	3,200	2.28 %
4	Bellevue School District	Education, K-12	2,800	1.99 %
5	Overlake Hospital Medical Center	Medical	2,600	1.85 %
6	Expedia	Online Travel	2,300	1.64 %
7	Bellevue Community College	Higher Education	2,300	1.64 %
8	City of Bellevue	Government	1,570*	1.12 %
9	Safeway	Grocery	1,100	0.78 %
10	Puget Sound Energy	Utility Services	1,000	0.71 %

*City staffing was subsequently reduced to its current level of 1,229 FTEs.

Source: 2012 Bellevue CAFR

just over 10 percent of total jobs. The Bellevue Collection and the Bravern draw people from all over the region. Department stores, car dealerships and electronic/computer stores lead the retail sector. While a number of the largest public companies in Washington have a presence here, many newer companies in the City rank in the top 50 fastest-growing public companies in Washington.

Bellevue is a major trading center, with two major interstate highways converging about three miles south of downtown and the Ports of Seattle and Tacoma and Seattle-Tacoma International Airport about half an hour away.

The Government

Bellevue operates under a Council/Manager form of government. An elected Council sets the general policies of the City, which the City Manager and staff implement. Seven residents serve part-time as members of the City Council. All are elected at-large and serve staggered four-year terms. Elections are held in November of odd-numbered years, with the next election coming this fall, at which voters will choose Council members for three seats. Based on primary election results, the Council will have at least one new member whose term will start January 1. In January, the members will select a Mayor and Deputy Mayor from among the Council to serve as the chair/vice chair for a two-year period.

The City Manager serves as the city's chief executive officer, reporting to the Council and overseeing all City operations. Seven advisory boards and commissions, with volunteer members appointed by Council, provide detailed study and recommendations on significant policy matters. The City Manager is supported by a strong Leadership Team, composed of department directors and key staff. City staff have embraced the High Performance Organization (HPO) model and a "One City" philosophy of working collaboratively, using innovation, and maintaining a future focus to achieve a better future for the City and its residents.

The City offers the full array of services including Police, Fire, Development Services (land use review, permitting/inspections and code enforcement), Parks and Community Services (recreation and human services), Planning and Community Development (comprehensive planning, economic development, affordable housing, and arts programs), Transportation (transportation system, congestion management, streets maintenance,

and regional transportation planning) and Utilities (water, wastewater, and storm drainage). Library services are provided through the King County Library System and a private firm, through a contract with the City, provides solid waste collection and disposal services. The City has 1,229 authorized FTEs, including nine bargaining units representing approximately 49 percent of the workforce. The City also provides, via contract, several services to neighboring communities.

The City's total budget for 2013-2014 was $1.294 billion, of which $871 million was the operating budget. The remainder is divided between Special Purpose Funds (activities such as pensions and debt service) and $362.7 million in Capital Investment Funds. The General Capital Investment Plan for 2013 – 2019 totals $414.9 million. The City's infrastructure is high quality, and the City believes strongly in maintaining what it builds.

The 2012 regular property tax rate was $1.19 per $1,000 of ad valorem (AV) value. The 2013 sales tax and business and occupancy tax rates are 0.85 percent and 0.1496 percent respectively. Bellevue has the second largest tax base in the state of Washington after Seattle. The total assessed property value was $19.9 billion in 2003, growing to $32.7 billion in 2012 and is expected to increase gradually over the next few years. The City's regular property tax rate is the lowest in the state for cities over 30,000, and has declined from a peak of $1.35 in 2003 to $0 .92 in 2008 before climbing back to $1.19 in 2013 (a Parks and Open Space levy lid lift was approved by the voters in November 2008, which increased the 2013 levy by an additional $0.13 per $1,000 AV). Interestingly, the City's maximum allowed rate is $3.10. The economic growth and development within its boundaries have allowed the City to remain well under its cap.

Future Opportunities

As one of the most dynamic cities in the Pacific Northwest, Bellevue's future is alive with opportunities. Financially the City is strong. The City's bond ratings (Aaa by Moody's and AAA by Standard & Poor) and strong financial reserves are the result of its prudent fiscal management. While affected by the economic downturn, the City weathered the recession better than many others in the region and across the country, maintaining a high level of customer service while planning for and constructing many major infrastructure projects. The employee count has been reduced by approximately 130 over the past five years, and some purchases have not been made that otherwise might have. Resources are available but limited, and the biggest fiscal challenge lies in adequately funding capital needs commensurate with the City's long-term vision.

Bellevue is in an enviable position regarding growth and economic development. The City has been proactive in planning for growth, and its innovation economy and high quality of life have created a very successful economic engine. A significant issue will be continuing to manage coming growth in a manner that expands Bellevue's economy and role as a regional and global player, minimizes negative impacts on current business interests, and continues to protect and benefit vibrant residential neighborhoods. Future growth needs to be anticipated, planned for, and managed appropriately so that the best interests of the community are served.

Another indicator of the city's future growth is expansion of the regional light rail system to Bellevue. Construction on the East Link line will commence in 2015, with revenue service starting in 2023. Work is progressing to minimize the inevitable disruption caused by construction of this magnitude through neighborhoods while realizing the transformational potential of this project for economic and community development.

The rail system will stop in downtown before moving to the newly redefined Bel-Red area, recently rezoned to permit taller buildings and new transit-oriented development. The City is currently planning/designing, and will need to confirm funding for, infrastructure to support the anticipated growth in that area.

As a key regional player, Bellevue has great potential to further enhance collaboration with its neighbors. The area prides itself on a very extensive and inclusive approach to regional governance, service delivery and decision making. A challenge for the new manager will be to increase Bellevue's influence and leadership position on a host of issues that are important to the City Council.

The new manager will be supported by a well-established Leadership Team and staff. The general consensus is that the organization is functioning well utilizing the HPO model and it will be important that the new manager maintain and improve City performance levels. In many respects, the next Manager will need to assimilate into the existing culture rather than asking the organization to adapt to his/her style. Embracing the city's vision to be a collaborative and innovative organization that is future focused and committed to excellence is essential for any successful candidate.

The growing diversity of Bellevue presents an additional opportunity. This rapid change in the demographic make-up of the City to where a third of the population is foreign born presents numerous cultural, language and assimilation issues. The City Council is committed to integrating the strengths and assets these new residents bring to the community.

Like many cities, Bellevue has an aging workforce, with an average age of 49. A significant portion of the workforce is approaching or is in a position to retire. It will be important that the City be prepared for these retirements and have plans in place so as to not lose organizational knowledge and momentum. Therefore, the new Manager must place a high priority on succession planning.

Finally the City has done extremely well, both in its planning for the future and its delivery of services. The key now is to maintain the momentum to continuously look for ways to improve. Complacency is not acceptable. Bellevue has been visionary in anticipating and addressing community concerns. This is reflected in the results of regular citizen and organizational surveys that demonstrate exceptional approval ratings. The next manager will need to recognize what has made Bellevue great and work with the Council to protect Bellevue's excellence and foster a continued sense of commitment.

The Candidate

The City Council is looking to partner with a new City Manager who will provide sound strategic leadership of the City's operations, offer innovative ideas to meet the changing needs of the community, and advance the vision of the City Council. The manager must be an outstanding communicator, responsive to the needs of the public, City Council, other officials, and employees. He/she must demonstrate a commitment to open, inclusive government, transparency, and public process. He/she must also recognize the responsibility of elected City Council members to establish policy and the City Manager's role to implement that policy and manage operations.

The manager will see over the horizon and be capable of managing multiple complex problems in a fast-paced environment. He/she will anticipate issues before they occur and make appropriate course corrections. He/she will also recognize regional interdependencies and be willing to collaborate or partner with other agencies to achieve better/more cost effective services for the city and the broader community.

The City Manager will need to interact with residents and honor the City's neighborhoods while recognizing the contribution that the everyday citizen makes to Bellevue's way of life. The ideal candidate should be able to build successful partnerships both internally and with the community. Experience and competency in interacting with diversity will also be critical to the next manager's success. Approachability is valued by all in the community, from individual residents to neighborhood associations and business and community leaders. The manager must establish his/her position as an objective facilitator, able to listen and incorporate a wide range of views into the decision-making process. A skilled negotiator who represents the City and its interests is also important.

A drive for excellent customer service is critical to the success of the next manager. He/she will listen carefully and be helpful and friendly, as well as instilling these attributes in staff. Bellevue has a tradition of excellence and accomplishment, and it is expected the next city manager will continue that tradition.

Managing the City is done in partnership with the City's Leadership Team. It is expected that the manager will prioritize and delegate, while remaining engaged with the organization. Performance management is at the heart of the city's operations, and the next manager will hold staff accountable for results. Continuous improvement, creativity and innovation are valued, with sensible risk taking encouraged and not penalized. He/she will care about people and their development and will mentor and motivate staff. Getting "into the field" and out from behind a desk is valued as a way to interact with both the residents and the staff – communicating and listening to their needs. His/her focus will be to grow the community, not the government.

The ideal candidate will have at least 10 years of experience as a City Manager, Deputy City Manager or an Assistant City Manager with a proven track record in strategic leadership, community and intergovernmental relations, capital investment program planning, performance management, and commitment to service excellence. The individual is expected to have at least a Bachelor's degree in business administration, public administration, urban planning or a related field. An advanced degree or specific training relevant to this position is highly desirable.

All in all, Bellevue is seeking a City Manager, an elite municipal management professional, to help the City maintain and surpass its current standards of excellence. Further it hopes the individual will make a commitment to Bellevue and plan to stay at least 10 years.

Residency

The selected candidate is expected to reside in the City.

Compensation

The salary range for the City Manager is $200,000 – $250,000. The Council will be flexible within the range if a candidate presents himself or herself with outstanding qualifications. Benefits are excellent.

How to Apply

E-mail your resume to Recruit36@cb-asso.com by October 4, 2013. Faxed and mailed resumes will not be considered. Questions should be directed to Colin Baenziger of Colin Baenziger & Associates at (561) 707-3537.

The Process

Applicants will be screened between October 4 and November 6. Finalist interviews are scheduled for November 22 and 23 with a selection shortly thereafter.

Other Important Information

The City of Bellevue thrives on diversity and encourages women and minorities to apply. Applications will be kept confidential until finalists are approved by the City Council. At that point, it is anticipated that finalists' names will be released to the public.

COLIN BAENZIGER & ASSOCIATES
EXECUTIVE RECRUITING

City Manager
Bellevue, WA