



CITY MANAGER
City of Hercules, CA

Recruitment Services Provided By



The Opportunity

Ideally located in the Bay Area, the City of Hercules presents a rare opportunity for an experienced municipal executive to make a meaningful and lasting impact in a community with tremendous potential. Positioned at a pivotal moment in its evolution, Hercules is seeking a City Manager who can help strengthen the organization, guide thoughtful economic growth, and build long-term fiscal sustainability while preserving the community's strong sense of identity and quality of life. This is an opportunity to work alongside an engaged City Council, dedicated staff, and diverse community on issues that matter – from waterfront revitalization and economic development to organizational improvement and community trust. For a leader who values hands-on problem solving, collaborative governance, and the ability to shape the future, Hercules offers both challenge and purpose.



About Hercules

Nestled along the northeastern shoreline of San Pablo Bay in the East Bay, the City of Hercules is a vibrant, diverse, and forward-looking community of approximately 26,500 residents. Ideally situated along the Interstate 80 corridor at the junction with State Route 4, Hercules offers exceptional regional connectivity, located roughly equidistant between San Francisco and Napa Valley.

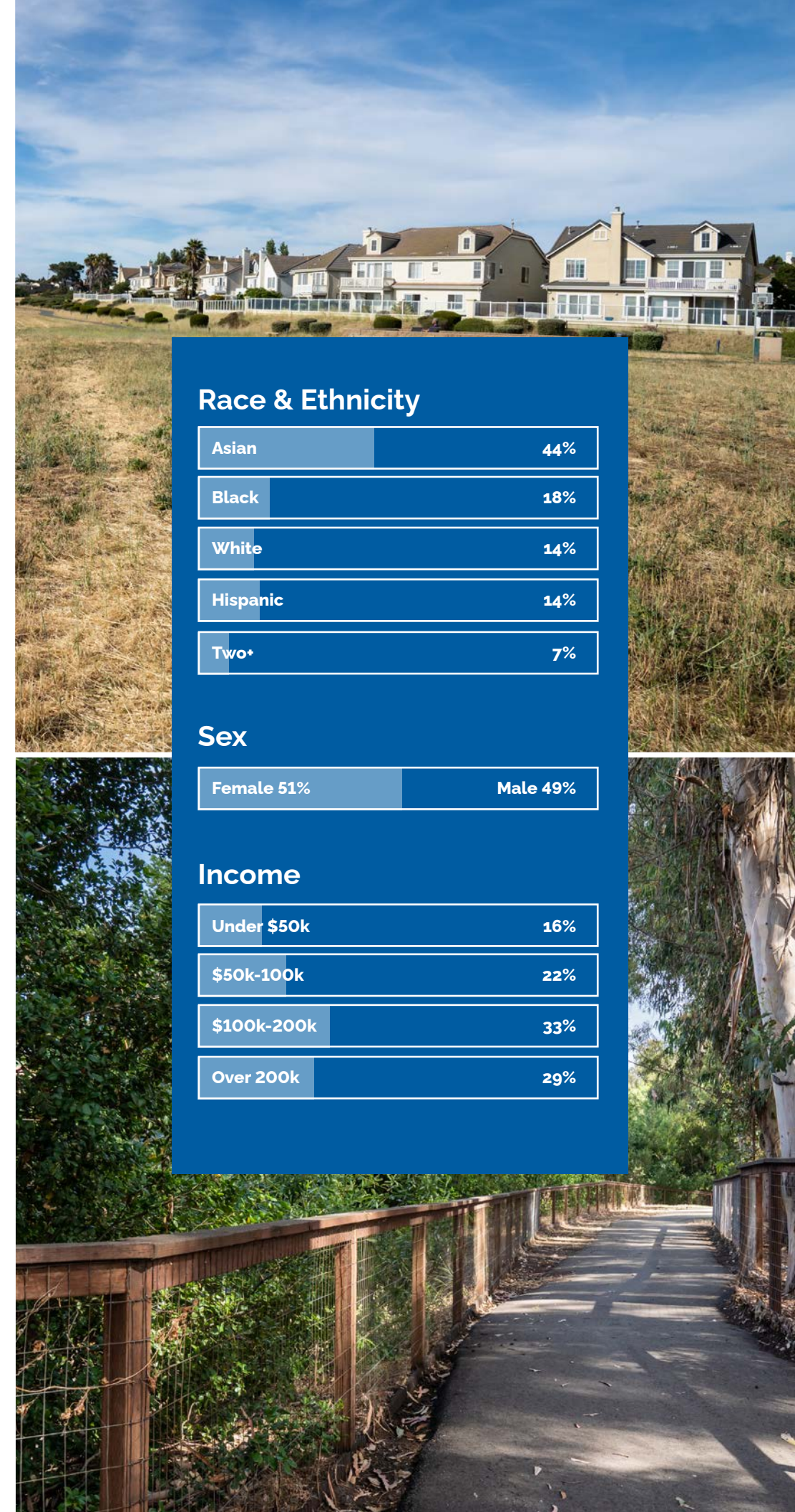
Originally established in the late 1800s as a dynamite manufacturing town and incorporated in 1900, Hercules has thoughtfully embraced its rich history while planning for a dynamic future. Today, the City is recognized for its commitment to smart growth, guided by the Central Hercules Plan, which emphasizes a transit-oriented, “new urban” environment featuring a developing town center, revitalized waterfront, and planned ferry and rail connections.

Hercules is a family-oriented community known for its safe neighborhoods, attractive housing, and high quality of life. Residents enjoy an extensive network of parks, trails, and open space – nearly one-third of the City’s land area – providing scenic views, outdoor recreation, and access to nature. Highlights include Refugio Valley Park, a 66-acre community park connected to the City’s swim center, along with multiple neighborhood parks and approximately 950 acres of open space. Future plans include redevelopment of the historic Hercules Point into a signature public waterfront destination.

The City delivers a high level of municipal services, including robust parks and recreation programming for all ages, year-round childcare services, and a vibrant senior center offering daily activities and community events. Hercules is served by the John Swett Unified and West Contra Costa Unified School Districts, with additional private and higher education opportunities readily accessible throughout the East Bay.

With its strategic location, Hercules provides convenient access to employment centers throughout the Bay Area while also fostering local economic growth. Emerging technology and knowledge-based industries are increasingly drawn to the community’s accessibility, quality of life, and forward-thinking development approach. Public transit options currently include a BART-owned Transit Center with bus connections to regional destinations, including express service to San Francisco and access to the Del Norte BART station.

Blending its historic roots with a clear vision for the future, Hercules continues to evolve as a model Bay Area community – offering a unique combination of small-town character, regional accessibility, and innovative urban planning.



Race & Ethnicity

Asian	44%
Black	18%
White	14%
Hispanic	14%
Two+	7%

Sex

Female 51%	Male 49%
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Income

Under \$50k	16%
\$50k-100k	22%
\$100k-200k	33%
Over 200k	29%



City Government

Incorporated in 1900, the City of Hercules is a General Law city with a Council-Manager form of government. The City Council governs the City and is comprised of five members who are elected at large to alternating four-year terms. In December of each year, the City Council selects a Mayor and Vice Mayor for one-year terms.

Hercules is largely a full-service city, except that fire services are provided by the Contra Costa County Fire Protection District. The City's six departments include Community Development, Finance, Human Resources, Parks & Recreation, Police, and Public Works.

The City of Hercules has a dedicated workforce that is approved for 65 full-time employees with a FY 2025-26 all funds budget of over \$47 million, which includes a General Fund budget of \$21 million.

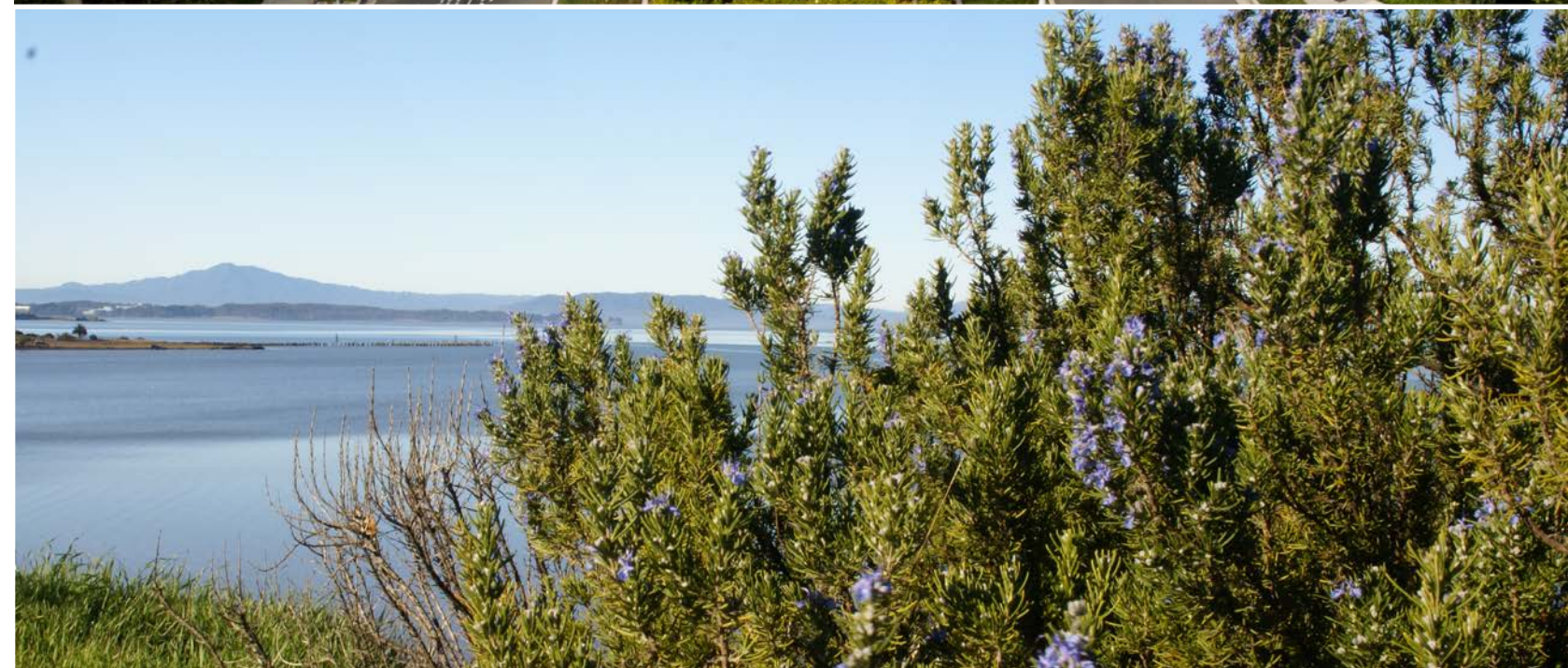
\$ 47M
All Funds Budget

65FTE
Employees

The Position

The City of Hercules is seeking a collaborative and forward-thinking leader to serve as its next City Manager. Reporting directly to the City Council, the City Manager oversees all municipal operations and provides strategic leadership across City departments. This role requires a skilled executive who can balance long-term planning with day-to-day operational excellence while building strong relationships with employees, residents, community partners, and regional agencies. Key responsibilities include:

- Lead and direct all City departments and municipal operations to ensure efficient, responsive, and high-quality public services.
- Provide strategic advice and policy recommendations to the City Council while simultaneously implementing Council priorities and initiatives.
- Guide the development and administration of the City's annual budget, financial planning efforts, and organizational resources.
- Foster a positive organizational culture that emphasizes accountability, collaboration, innovation, and professional development.
- Oversee long-range planning efforts, operational improvements, and organizational initiatives that support the City's goals and vision.
- Coordinate with regional agencies, community organizations, businesses, and other stakeholders on matters affecting the City.
- Respond to community concerns and represent the City in public meetings, media interactions, and intergovernmental settings.
- Direct and support executive management staff, including organizational planning, performance management, and succession development.
- Ensure City programs, services, and operations comply with applicable laws, regulations, and Council direction.
- Address complex and sensitive issues with sound judgment, transparency, and a strong commitment to public service.



Challenges & Opportunities

The City of Hercules is at a pivotal moment, navigating near-term financial and operational challenges while advancing meaningful opportunities to strengthen the organization, diversify revenue streams, and position the community for long-term success. The next City Manager will play a central role in guiding the City through a period that calls for strategic leadership, operational discipline, and a forward-looking vision for economic vitality. Professional challenges and opportunities that will leave a lasting impact on the City organization include:

- **Financial sustainability and operational efficiency:** The City faces fiscal pressures driven by limited revenue growth, rising costs, and property tax limitations. With deficit budgets projected within the next three to four years, the City Manager will need to evaluate service delivery models, identify operational efficiencies, and strengthen long-range financial planning. Strategic decisions regarding expenditures and future revenue generation will be essential to maintaining service levels while protecting the City's long-term financial stability.
- **Economic development and revenue diversification:** Expanding Hercules' economic base is a major priority for the City Council and community. The City has significant opportunities to strengthen economic mobility through business attraction, entrepreneurial support, and targeted redevelopment efforts. The Hercules Hub remains an important long-term opportunity, but City leaders recognize the importance of pursuing multiple economic development strategies simultaneously, including retail growth, startup incubation, hospitality, waterfront activation, and new entertainment destinations. Building a stronger sales tax base and diversifying revenues will be critical to the City's future.
- **Waterfront and community development:** There is strong community interest in realizing the long-discussed vision for waterfront redevelopment. Previous planning efforts identified the waterfront as a transformational opportunity for Hercules, and residents continue to express interest in

destination-oriented amenities that could include restaurants, gathering spaces, entertainment uses, and recreational opportunities. The next City Manager will have the opportunity to help translate long-range concepts into actionable strategies that enhance quality of life while supporting economic growth.

- **Organizational capacity and staffing:** City staff are widely viewed as dedicated, hardworking, and highly committed to the community. At the same time, the departments operate with lean staffing levels that create concerns regarding long-term sustainability, employee morale, and burnout. The City Manager will be expected to support organizational development, evaluate resource allocation, and foster a culture that values accountability, communication, and employee engagement. Especially, in a resource constrained environment, the City Manager should not miss opportunities to celebrate and draw attention to the hard work of Hercules' staff. Change is inevitable, but should be implemented thoughtfully and with strong communication.
- **Infrastructure and facility investment:** The City faces ongoing infrastructure and facility needs that will require thoughtful prioritization and long-term planning. Community assets require upgrades and reinvestment. Addressing deferred maintenance while balancing broader fiscal realities will remain an important leadership challenge in the years ahead.
- **Community engagement and civic leadership:** Hercules residents care deeply about their community and value transparent, responsive local government. Opportunities exist to strengthen civic engagement through initiatives such as a community leadership academy, expanded partnerships, and programs that foster both cultural and economic connections.





Ideal Candidate

The City Council seeks a grounded, approachable, and results-oriented municipal leader who combines strategic thinking with day-to-day operational discipline. The ideal candidate will be a strong communicator, a trusted advisor, and a collaborative partner who can guide the organization through fiscal challenges while maintaining focus on service delivery, accountability, and community trust.

- **Experienced municipal leadership with a hands-on approach:** The successful candidate will bring meaningful leadership experience in California local government, ideally in a small or similar resource-constrained community. Experience as a City Manager, Assistant City Manager, or department director with significant oversight is highly valued. Hercules seeks a working manager who is comfortable rolling up their sleeves, juggling competing priorities, and operating effectively without layers of staff support.
- **Strong communicator and relationship builder:** The City Council values open, direct, and consistent communication. The ideal candidate will be accessible, transparent, and comfortable engaging in regular one-on-one conversations with Council Members while keeping the full Council appropriately informed. A visible, approachable leadership style is important, along with a willingness to attend community events, engage with residents, and build trust through responsiveness and follow-through.
- **Grounded, honest, and politically astute:** Hercules seeks a leader with humility, sound judgment, and the confidence to provide candid advice when difficult decisions must be made. The next City Manager must be comfortable saying no when necessary, managing expectations realistically, and focusing on what is achievable and sustainable for the organization.
- **Fiscal discipline and operational focus:** A strong understanding of municipal finance and long-range fiscal sustainability will be critical. The ideal candidate recognizes Hercules' fiscal realities and understands the importance

of maintaining reserves, managing expenses carefully, and prioritizing essential services. The City values leaders who can identify efficiencies, strengthen systems, and make thoughtful operational decisions that support long-term organizational health.

- **Economic development and entrepreneurial mindset:** Experience in economic development is highly desirable, particularly the ability to pursue partnerships, attract investment, and identify creative opportunities to diversify revenues. The City is interested in leaders who are innovative, resourceful, and willing to explore entrepreneurial solutions while remaining grounded in practical implementation. Experience leveraging consultants, outside partnerships, and regional relationships is considered an asset.
- **Collaborative leadership and organizational development:** The next City Manager will be expected to support staff, strengthen morale, and foster a culture of accountability and teamwork. Hercules values leaders who are employee-focused, proactive, and effective at aligning staff and Council around shared goals and organizational priorities. Experience improving systems, supporting change management efforts, and creating continuity in organizations with turnover challenges will be especially important.
- **Community-focused and invested in Hercules:** The City seeks a leader who values inclusiveness, community engagement, and visible civic leadership. Hercules is proud of its diversity and seeks a City Manager who will listen carefully, engage respectfully with all stakeholders, and help advance the community's vision for the future. Candidates who demonstrate a genuine interest in the community and a commitment to being present, engaged, and connected to local priorities will stand out.

Qualifications

Any combination equivalent to experience and education that would likely provide the required knowledge and abilities would be qualifying. A typical combination is:

Education: Possession of a Bachelor's degree from an accredited college or university, with major course work in Public Administration, Finance or a closely related field. A Master's degree in Public Administration, or a closely related field, is highly desirable.

Experience: Ten years of progressively responsible management experience in municipal government and/or private sector work with at least five years of experience in a high-level administrative or executive capacity. Experience working for a municipality or other public agency is highly desirable.





Salary & Benefits

The City of Hercules offers a competitive executive compensation and benefits package, including CalPERS retirement, generous City contributions toward health coverage and retirement savings, executive leave, professional development support, and a strong commitment to work-life balance and employee wellness.

Compensation: The salary range for the City Manager is **\$270,400 to \$302,356**.

Retirement: Retirement is provided through CalPERS. Classic CalPERS members are eligible for a 2% @ 55 formula, while PEPRA members are at the 2% @ 62 formula.

Deferred Compensation: The City participates in both 401(a) and 457(b) deferred compensation plans. The City provides a contribution equivalent to 4% of salary into the 401(a) plan and also offers a dollar-for-dollar match of up to 5% to the 401(a) plan based on the employee's contributions to the 457(b) plan

Health Benefits:

- **Medical:** The City offers health insurance for employees and dependents through CalPERS.
- **Dental:** The City pays 100% of dental insurance premiums (Delta Dental) for employees and eligible dependents.
- **Vision:** The City pays 100% of vision insurance premiums (VSP) for employees and eligible dependents.

Vacation: The City will negotiate vacation starting and accrual amounts based on the overall experience of the selected candidate alongside with terms.

Holidays/ Sick Leave:

- 12 fixed holidays per year, plus 2 floating holidays.
- Sick Leave is accrued at the rate of 96 hours annually.

Executive Leave: Executives receive 80 hours per calendar year, with up to 40 hours of unused leave cashable toward a Retiree Health Savings Account contribution.

Life , Accidental Death & Dismemberment, Short Term Disability, and Long Term Disability Insurance: The City pays for life insurance and AD&D coverage, as well as Short Term Disability and Long Term Disability coverage.

Employee Assistance Program: The City provides an EAP for employees and household members.

Auto/Cell Phone Stipend: \$200/month

Application & Selection Process

Interested candidates should apply no later than **Monday, June 22, 2026**. Submit a comprehensive résumé and compelling cover letter online at:

www.mosaicpublic.com/careers

This is a confidential selection process. References will not be contacted until mutual interest has been established.

CONFIDENTIAL INQUIRIES ARE WELCOMED TO:

Greg Nelson | greg@mosaicpublic.com | (916) 581-1426

The City of Hercules is an Equal Opportunity Employer.

Recruitment Services Provided By



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