

The City of



Invites Your Interest in the Position of

CITY MANAGER



Growing City of Mebane in Central NC Seeks City Manager

Known for its engaging, collaborative, and inclusive work culture, the [City of Mebane, NC](#) seeks a highly experienced municipal government manager to serve as its next **City Manager**. In collaboration with a high-performing and loyal Assistant City Manager, who is not seeking the position, Mebane's next **City Manager** will lead a team of 167 hard-working full-time equivalent staff with nine direct reports, to include the Assistant City Manager and the City Attorney. The Assistant City Manager has seven direct reports, to include oversight of the engineering department, which is contracted through a local firm.

The successful candidate will be skilled in strategic planning and visioning, Capital Improvement Projects (CIP), debt commitments, increasing revenue, and enhancing communication, productivity, and efficiency through systemic changes. A key role as the **Manager** is to proactively prepare the City for exciting growth, educating the City Council on all growth impacts and how they relate to vision and goal-setting, long-term planning, and budgetary and financial needs.

The ideal **City Manager** is approachable, naturally flexible, and adaptable in their working style and thoughtful and strategic in their problem-solving and conflict-resolution methods.


This position is for seasoned municipal managers with passion and enthusiasm to join a community proud of its accomplishments, positive about its future, and protective of its charming atmosphere. The successful candi-

date's repertoire includes strategic planning and visioning, Capital Improvement Projects, debt commitments, increasing revenue, enhancing communication, productivity, and efficiency through systemic changes.

The ideal **City Manager** is responsive, detailed, and deadline-oriented, and continuously monitors and engages in process improvement in this service-driven organization. The ideal **City Manager** is passionate, enthusiastic, and protective of the community's positively charming atmosphere.

About the Community

Incorporated in 1881 as Mebanesville, the City's name was officially changed to Mebane in 1883. From a population of 218 in 1900 to nearly 21,400 today, the City of Mebane's rich history as an industrial hub for tobacco, furniture, and apparel continues to propel the city forward. Located in Alamance and Orange Counties and near the capital city of Raleigh, Mebane is a short drive from the mountains to the west and the coast to the east. Landmarks such as the Mebane Historical Museum, [Mebane Public Library](#) and White Furniture, refurbished into what is now a residential loft apartment community, preserve Mebane's rich history. In the last decade,



The city is anticipating growth of over 25,000 people by 2030.

Mebane saw a 56.21% increase in its population (2010-2020). Demographically, the City's population is 58% White, 24% African American, 5% Hispanic or Latino, 5% Asian, and nearly 8% other races. Mebane's median household income (as of 2021) was \$69,947. At 10%, Mebane's poverty rate is less than the state's rate of 13.4%.

Home to the North Carolina Industrial Center, North Carolina Commerce Park, Buckhorn Economic Development District, Tanger Outlets, and increasing mixed-use projects, Mebane has a strong and diverse tax base.

Mebane will also soon be home to the first North Carolina location of the popular Buc-ee's travel center. Other approved construction projects include 3,500 dwelling units (single-family detached, townhome, and apartment) and a \$60 million downtown apartment and retail complex.



These developments, along with additional anticipated projects on the horizon, illustrate the exciting growth and opportunities in Mebane.

With 310 acres of parks and area golf courses, annual events such as the Dogwood Festival, the popular Fourth of July fireworks, and the enchanting Christmas parade, residents and community members alike agree there is much to discover in Mebane. The positively charming City also offers vast outdoor recreation opportunities, including Lake Michael Park, and a vibrant downtown with unique shops, galleries, and restaurants. In addition to the growing commercial private sector and amenities, Mebane hosts numerous established and new residential developments, with availability of two public school systems (Alamance Burlington School System and Orange County Schools), private schools, and public charter schools within and very close to Mebane.

The charming City of Mebane offers a vast array of outdoor activities, such as parades, festivals and other events, as well as a growing commercial private sector. Other amenities include:



More than 300 acres of parks and golf courses ...



a vibrant downtown with unique shops and galleries ...



and Lake Michael, a 60-acre lake with fishing piers, boat launch, walking trails, picnic shelters and more.

About the Organization and Position:

Operating under a Council-Manager form of government, the **City Manager** reports to the Mayor and five at-large Council members. The Council is a strong and diverse group, with some members serving Mebane for decades, along with some new to public office. Marked by teamwork and trust amidst their respective different opinions, Council appreciates the past while forging ahead into the future.

Mebane's recent growth has increased demands on City services, the cost of which is reflected in the City's [FY24 - 25 proposed budget](#) of \$32.5M for the General Fund, which includes a \$2.3 million fund balance appropriation to balance the budget. The budget is supported by a property tax rate of \$.37 per \$100.

The City of Mebane provides many services, including water and sewer, while contracting other services. An enterprise fund accounts for the city's water and sewer services. Mebane owns a water resources recovery facility/wastewater treatment plant, along with a water reservoir and water treatment operations that are co-owned/operated with the nearby City of Graham. There is also an interlocal agreement with the City of Graham for capacity in Graham's wastewater treatment plant.

The City's [long-range plans](#), which support the City's future growth, include comprehensive plans for land development, bicycle and pedestrian transportation, automobile transportation, and a downtown vision plan. As the City grows, the City Manager will spearhead efforts to prepare Mebane for its future, evaluating the needs and impact of growth on the City's human capital, water capacity, infrastructure and financial resources while ensuring the balance of new development with the preservation of the City's history and heritage.



Two of Mebane's long-range plans are bicycle and pedestrian transportation, which will include sidewalks, multi-use paths, on-road bicycle facilities, and intersection improvements, as well as a downtown vision plan (below), which will help solidify downtown Mebane as the center of the community.



Key Position Priorities:

- Work collaboratively within the Council/Manager model of government and key stakeholders to develop the City's next strategic plan, ensuring effective communication and impeccable attention to detail in the planning and implementation process while advocating for opportunities to diversify the City's funding streams and increase revenue.
- Evaluate the varying needs and status of the City's capital improvement projects and work collaboratively with key partners and staff to oversee the progress and funding for all projects while implementing the City's current [2024 – 2028 CIP plan](#).
- Develop and enhance relationships with stakeholders, including current and future partners (such as Alamance and Orange Counties) to support increasing Mebane's water capacity and other future needs related to growth.
- Enhance communication across the organization and between the Board and staff to foster sustainable relationships and a transparent, open communication working environment.
- Learn the culture of Mebane quickly through community immersion and intentional relationship building while investing in staff development. The **City Manager** will demonstrate a commitment to staff training and development, cross-training, and succession planning while creating a workplace culture with high employee morale, and staff is valued and held accountable to high standards of excellence.

Qualifications:

The successful candidate must have a minimum of a bachelor's degree and a minimum of 5 years of professional experience in a larger to nearly equal sized community of municipal government management at the Assistant City Manager level, or City Manager in an equivalent-sized local government organization or at the department head level in a larger organization.

Preferred qualifications include familiarity with NC municipal management, a master's degree, and ICMA credentialing.



The annual Dogwood Festival, held in downtown Mebane, features over 200 vendors, tons of food, entertainment, a carnival and even a car show!

Salary and Benefits:

The hiring range for the position is \$200,000 - \$250,000. The starting salary is commensurate with education and experience. The City of Mebane offers a comprehensive benefits package that includes medical, dental, vision, State retirement, a 401k retirement savings plan, an annual service bonus, tuition assistance, and tax-free reimbursement accounts. The **City Manager** is required to establish residency within the corporate limits of the City within a period of twelve (12) months from date of employment.

To apply, please visit <https://www.governmentjobs.com/careers/developmentalassociates> and click on the **City Manager – City of Mebane, NC** title.

- All applications must be submitted online via the Developmental Associates application portal (link above) – NOT the City of Mebane employment application portal or any other external website.
- Resumes and cover letters must be uploaded with the application.
- Applicants should apply by **October 1, 2024**.
- The hiring team will invite successful semi-finalists to virtual interviews and skill evaluations on **November 7-8, 2024**. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate.
- In-person interviews for the final candidates will be held November 15-16, 2024.
- Direct inquiries to hiring@developmentalassociates.com.

The City of Mebane is an Equal Opportunity Employer.



A colorful mural painted on one side of the historical Five Star Building — a beautifully restored mixed-use building in downtown Mebane, which features office spaces, street level retail and boutique apartments.



Developmental Associates, LLC manages the recruitment and selection process for this position. To learn more about our selection process, visit <https://developmentalassociates.com/client-openings/>, and scroll down to "Important Information for Applicants."