



The City of Steamboat Springs, Colorado

Invites Qualified Candidates to Apply For

City Manager



ABOUT STEAMBOAT SPRINGS

With a growing population estimated at 12,260, Steamboat Springs aka: Ski Town USA® is an internationally known four-season recreation and tourism destination 160 miles northwest of Denver. Steamboat Springs serves as a regional commerce center and is the Routt County seat.

Steamboat Springs is a thriving community both in terms of income and education. The community's median family income is 12 percent greater than the U.S. average, and those with at least Bachelor's degrees is 83 percent greater.

HISTORY

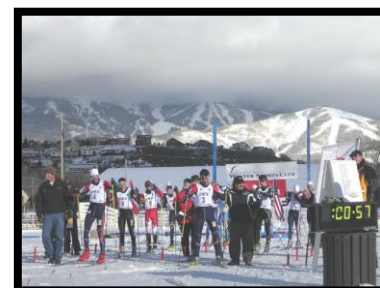
Centuries before Steamboat Springs became the world-class resort it is today, the Utes Native American community adopted this area as their summer home. The inviting waters of hundreds of mineral springs, a mild climate, abundant wild game, and rivers teeming with fish made the area a true paradise.

The Utes welcomed the first white settlers establishing a culture of friendliness in the Yampa Valley. The community got its name when trappers traveling through the area in the mid-1800's found a spring that made a chugging noise which sounded like a steamboat. Fur trapping gave way to gold mining and eventually ranching and coal mining leading to Steamboat Springs' incorporation in 1900.

ECONOMY

Steamboat Springs is a community closely associated with tourism. In addition, the area has a strong agriculture and mining heritage. Approximately 35 to 40 percent of the city's general fund sales tax revenue can be directly attributed to tourism. It is estimated that 350,000 people visit the Steamboat area annually. The winter month's account for about 55 and summer/fall account 45 percent of these visits. In economic terms tourism is the source of 12 percent of household income and about 17 percent of the areas jobs. The local population is very aware that they live in a community which is rich in recreational amenities that are supported by tourism.

An emerging economic trend for resort communities with access to high speed telecommunications and air transportation is "location neutral" businesses and "location neutral" employees. These individuals can live and work anywhere and are choosing to move to the Steamboat area because of the quality of life it has to offer. This trend



over the past 10 years has resulted in a healthy diversification of the local economy. This trend continues to gain momentum. A community survey done in 2015 confirmed this trend reflecting that about 50% of the area's households generate a majority of their income from sources and activities outside of the Yampa Valley.

TRANSPORTATION

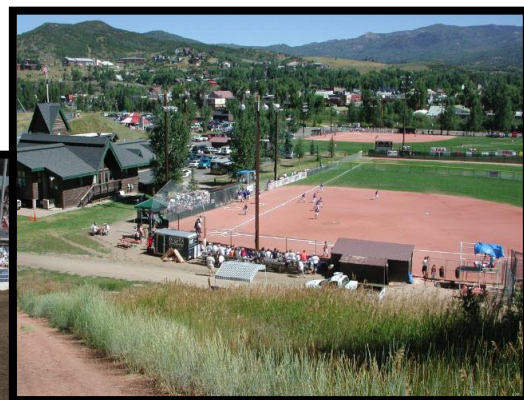
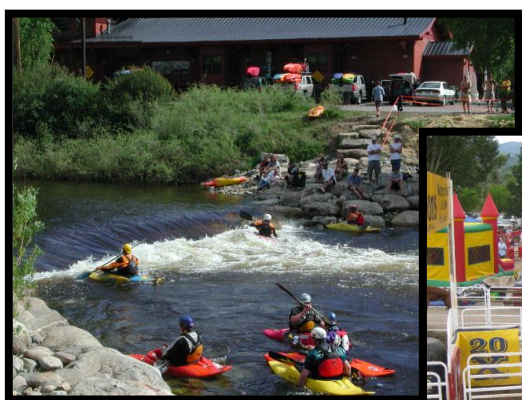
Steamboat Springs has multimodal transportation access including U.S. Highway 40 by vehicle. The Yampa Valley Regional Airport (YVRA) owned and operated by Routt County is 22 miles west of Steamboat Springs near Hayden. YVRA is served by American, Alaskan, Delta, and United during the ski season (mid-December through March) with direct flights to Atlanta, Chicago, Dallas, Houston, Newark, Seattle, Los Angeles, Minneapolis, San Francisco, and Denver. Commuter air service is provided year round to Denver International Airport (DIA) by United Express. Car rentals and taxi service are available at the YVRA, and daily vehicle shuttle service connects Steamboat Springs to DIA. Various modes of transportation exist within the city including the Yampa River Core trail, a seven-mile non-motorized multi-use trail that follows the Yampa River from the southern end of the city through downtown Steamboat Springs to Bear River Park. Additionally, the City provides a free-to-rider, fixed route transit service throughout the City. Regional bus service is available between Steamboat Springs and Craig.

EDUCATION

The Steamboat Springs School District has two elementary schools (K-5), one middle school (6-8), one charter school (K-8), and one high school (9-12). The District which has small class sizes has been rated as "Accredited with Distinction" by the Colorado Department of Education for the fifth year in a row. There are three private school options as well: 1) Emerald Mountain School (K-8); 2) Steamboat Mountain School (9-12); and 3) Heritage Christian School (K-12). The Colorado Mountain College has a campus in Steamboat Springs which offers two-year Associate of Arts degrees in many subjects as well as recently added Bachelor's degrees in Business Administration and Sustainability Studies.

LEISURE AND CULTURE

Steamboat Springs has 19 parks with many recreational amenities including playgrounds; tennis and volleyball courts; golf course; softball, soccer, rugby, and lacrosse fields; indoor ice rink; indoor tennis facility; picnic areas; botanic park; fishing ponds; rodeo grounds; kayak courses; and two skateboard/rollerblade parks. The Yampa River Core Trail connects several parks throughout the community. Also, hunters from all over the world come to Steamboat Springs to hunt elk, deer, and antelope. Cultural facilities include a community center, performing arts school and camp, Tread of Pioneers Museum, Emerald City Opera, and various art galleries.

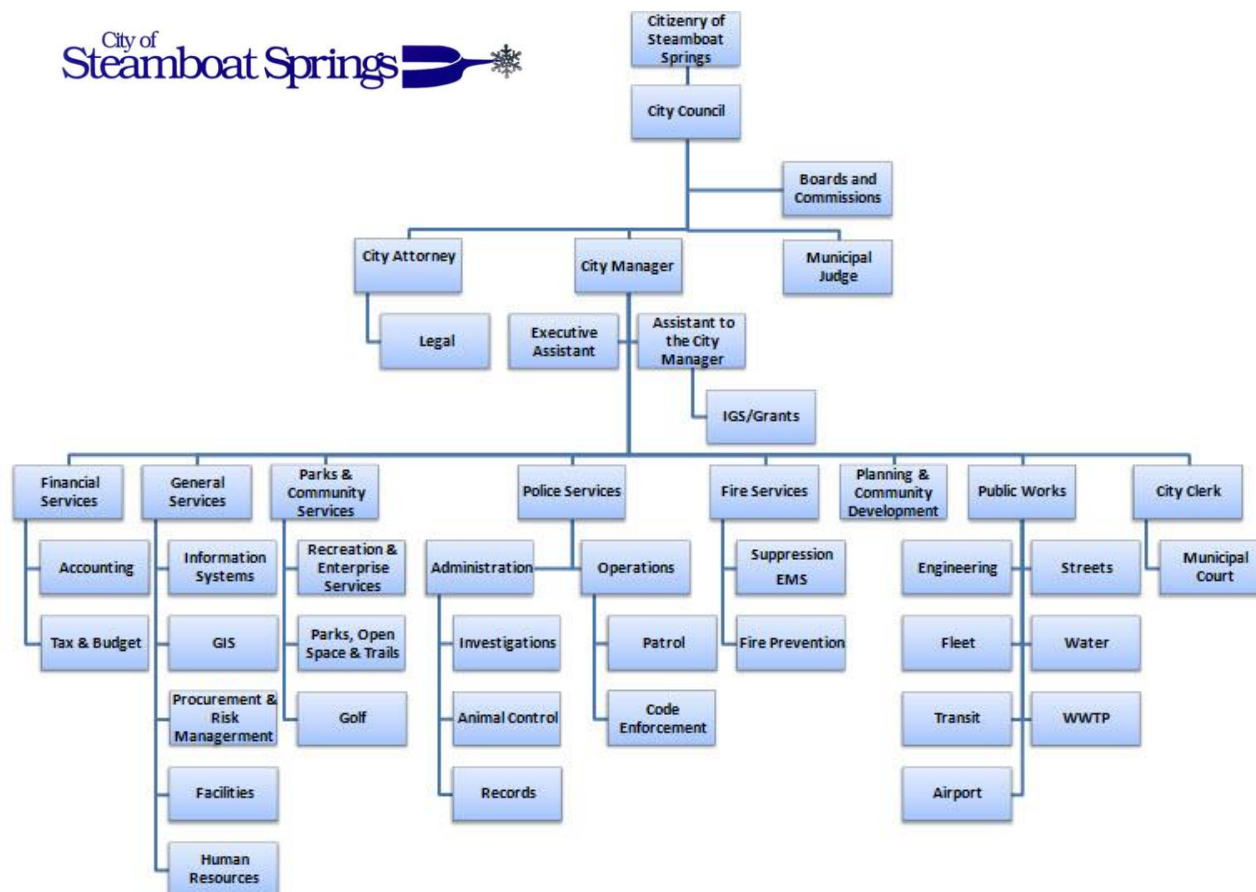


Additional information about Steamboat Springs is available at www.steamboatsprings.net

THE CITY GOVERNMENT

The City has operated under the council-manager form of government since 1973 when Steamboat Springs' voters approved a home-rule City Charter. The City Council consists of two members elected from each of three districts to four-year overlapping terms and one member elected at-large for a two-year term. The City Council elects a Council President for a two-year term. District Council Members are limited to two consecutive four-year terms, while the at-large Council Member can hold that office for two years and then serve two consecutive four-year terms as a district Council Member. In addition to the City Manager the City Council appoints the City Attorney and Municipal Court Judge.

The City Manager is responsible for overseeing City operations and providing policy guidance to the Council. The City which has a 2016 budget of \$54.3M and 266 FTE's is a full-service-plus municipality including an airport, rodeo arena, ski hill, ice arena, golf course, indoor tennis center, transit system, and water and wastewater utilities in addition to traditional municipal services such as police, fire, and EMS. The City does not engage in collective bargaining.



The City has a 4 percent sales tax rate which is charged on retail purchases including groceries. The total sales tax rate in Steamboat Springs from all state and local government jurisdictions is 8.65 percent. The City is sales-tax reliant as it comprises approximately two-thirds of General Fund revenues. Other significant General Fund revenue sources are intergovernmental (largely State revenue) and charges for services. The City has not had a property tax since the 1970's although it was considered by Steamboat Springs' voters twice during the last decade. The General Fund balance is approximately 38 percent of General Fund expenditures.

The City regularly conducts community surveys. The results of the last survey, which was conducted in June 2015, showed 94 percent of residents rated the community as excellent or good as far as a place to live, 92 percent rated the overall quality of life as excellent or good, and 89 percent rated the community as a place to raise children as excellent or good.

The City has received the Government Finance Officers Association Excellence in Financial Reporting for many years. Also, the City has been designated as "Bicycle Friendly" by the League of American Bicyclists.



ISSUES AND OPPORTUNITIES

The following is a summary of the issues and opportunities to be managed by Steamboat Springs' next City Manager.

- ❖ **Implement 2016-17 Council Goals**—the next City Manager will play an integral role in implementing the following goals recently established by the City Council.
 - ***Continue to Develop Plans and Funding for a New Law Enforcement Facility***—the consensus is the current Police Station is inadequate and not able to be renovated to meet today's law enforcement needs. A citizen committee was appointed by the City Council to help the City evaluate options for building a new facility.
 - ***Work with SSWSC on Developing a New Joint Use Agreement for Howelsen Hill in the Context of a Community Vision and Strategic Plan for the Ski Area***—the City has had an agreement with the Steamboat Springs Winter Ski Club (SSWSC) for many decades. The current agreement expires in 2017 which provides the City and the SSWSC an opportunity to evaluate the roles and fiscal responsibility of each party.
 - ***Complete and Implement the Downtown Improvement Plan***—the City is in the process of developing a Downtown Improvement Plan intended to make downtown more pedestrian-friendly. Sidewalks do not currently exist in portions of downtown. The new Downtown Improvement Plan will designate the areas where sidewalks will be added along with streetscape improvements to enhance aesthetics. The Plan will also include funding responsibility for sidewalk construction with the likely funding sources being City funds, grants, and property owner assessments.
 - ***Develop a Long-Term Fiscal Sustainability Plan for the City***—as previously noted the City is heavily sales-tax dependent and would benefit by diversifying revenue sources. Also, like many other municipalities Steamboat Springs' Capital Improvement Program (CIP) is underfunded both in terms of vertical and horizontal infrastructure. The operational cost impact of CIP projects will also have to be taken into account.
 - ***Improve Community Trust***—some have felt the City sometimes has not acted in the community's best interest. For example, an independent investigator was contracted with in 2015 to examine the Police Department and its leadership. This led to the resignation of the Police Chief and the Deputy Police Chief. The City recently hired a new Police Chief who previously served as Assistant Police Chief in Fort Collins, Colorado.
 - ***Define the City's Role and Develop Viable Options for Facilitating Diverse Housing Opportunities***—although Steamboat is a diverse and growing economy, it is not without its challenges. One of the key economic challenges faced by local employers is workforce availability. A variety of strategies are being explored to address this. This issue is intertwined with an affordable housing conversation that has been ongoing for a number of years. The role that the City of Steamboat Springs will play with regards to these economic issues is an on-going topic of debate. The cost of housing in Steamboat Springs is relatively high for a community of its size. Both the City and Routt County have been involved for many years in housing programs such as Section 8, tax credits, and public housing. Presently there is interest in evaluating whether the City and/or County should play a greater role in facilitating housing diversification primarily for workforce housing.
- ❖ **Annexation**—several years ago a developer proposed annexing a large tract of land on the west side of the community; however, a voter referendum denying this annexation was approved. It is likely that there will be another developer request to annex a portion of this property in the near future.

JOB REQUIREMENTS

The minimum job requirements are: 1) Bachelors' of Public Administration, Business Administration, or closely related field, Masters' degree preferred; and 2) seven years' experience evidencing capability to manage full-service municipality with at least three years' executive level experience; equivalent combinations of education and experience considered.

The following are the desired professional and personal attributes for Steamboat Springs' next City Manager:

- Partners with Council, staff, and other stakeholders on policy initiatives with ability to help facilitate Council policy deliberations including providing policy options and pros and cons;
- Questions status quo when appropriate with fresh ideas;
- Experience working in highly involved community with many advocacy groups;
- Ability to work with collaborative and cohesive management team in effective manner without micro-managing;
- Excellent human relations skills with ability to relate to and communicate effectively with all stakeholders;
- Willingness to be involved in community and make Steamboat Springs home;
- Visionary who is aware of long-range local government and societal trends;
- Politically astute while maintaining professional perspective;
- Decisive with ability to take action when appropriate;
- Use of finesse in attempting to negotiate win-win outcomes;
- Long-range financial planning expertise;
- Experience working in full-service-plus community especially with those unique services City of Steamboat Springs provides;
- Track record of working effectively with other elected bodies such as School Board and County Board;
- Experience using dashboard metrics and other techniques to improve efficiency, effectiveness, and transparency of City services;
- Visibility in City workforce; and
- Experience in resort community, especially ski town, a plus.

COMPENSATION

The starting salary for the City Manager job is highly competitive. Also, the City has 401A and 457 retirement programs. For the 401A program the City contributes the equivalent of 6 percent of the employee's salary into this plan. The City's contribution is vested to the employee on a 20 percent per year schedule. To initiate this contribution the employee must contribute a minimum of 3 percent into a 457 plan which is vested immediately.

While not a requirement it is highly desired that the City Manager live within the Steamboat Springs city limits. The City will pay reasonable and customary moving expenses for the next City Manager.



To Apply:

The first review of resumes for this position which will be open until filled is **February 22, 2016**. To apply please submit a cover letter and resume in MS Word format with current salary to pwconsulting@cox.net. If you have questions about this job, please contact:

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