



SEEKS AN OUTSTANDING PROFESSIONAL FOR THE POSITION OF

# City Manager

## About the City

Independence, Kansas is located in Montgomery County in southeast Kansas and has a population of 9,846. The City has a strong industrial base with a hometown atmosphere and considers itself to be, in part, a rural community with many farming sites in the area surrounding the City.

Independence has a historical downtown district which was named one of the first Main Street cities in Kansas. The 140 year history of Independence includes pioneer stories (Little House on the Prairie), oil magnates

(Harry Sinclair), stately mansions, the first lighted baseball stadium, the first monkey to go into space (Ms. Able), a presidential candidate (Alf Landon), a Broadway playwright (William Inge), a movie star (Vivian Vance), a TV journalist (Bill Kurtis), FDIC Chair (Sheila Bair), an academy award winner (Donald Burt) and one of Kansas' largest celebrations, "Neewollah" (Halloween spelled backwards).

This community is "the hub" of southeast Kansas strategically located at the junction

of Highways 75 and 160. Independence consists of a diverse manufacturing base, business/education partnerships, and an historic downtown area that includes a wide variety of retail, service and professional businesses. In addition to being a great place to call home, Independence receives thousands of visitors each year for its outstanding attractions, colorful scenery, and hometown feeling.

Independence is more than a community...it's a lifestyle.



Downtown Independence—2007



Newly Renovated Carnegie Library



Independence City Hall



Public Art



# City Manager

## About the City Government



Independence City Commission

The City of Independence utilizes a Commission/City Manager type of government. The City Manager is appointed by the City's three-member City Commission. The City Commission is currently made up of Mayor, Rick Mott (Center) and Commissioners Derrill Unruh (Left) and Tim White (Right). City Manager Paul Sasse has served as Independence's

City Manager since 1977.

The City government provides a full array of traditional municipal services plus a zoo, a library, an airport and utilities.

Independence has a stable government in excellent financial condition. There are 139 full-time and 26 part-time employees. The FY

2010 total budget is \$19,809,915 of which \$5,975,304 is the general fund.

Legend has it that Independence, in the late 19<sup>th</sup> and early 20<sup>th</sup> centuries, had more millionaires per capita than any place in the United States. Standing as testimonies to that legend are the stately mansions and historic homes that line many of its streets.

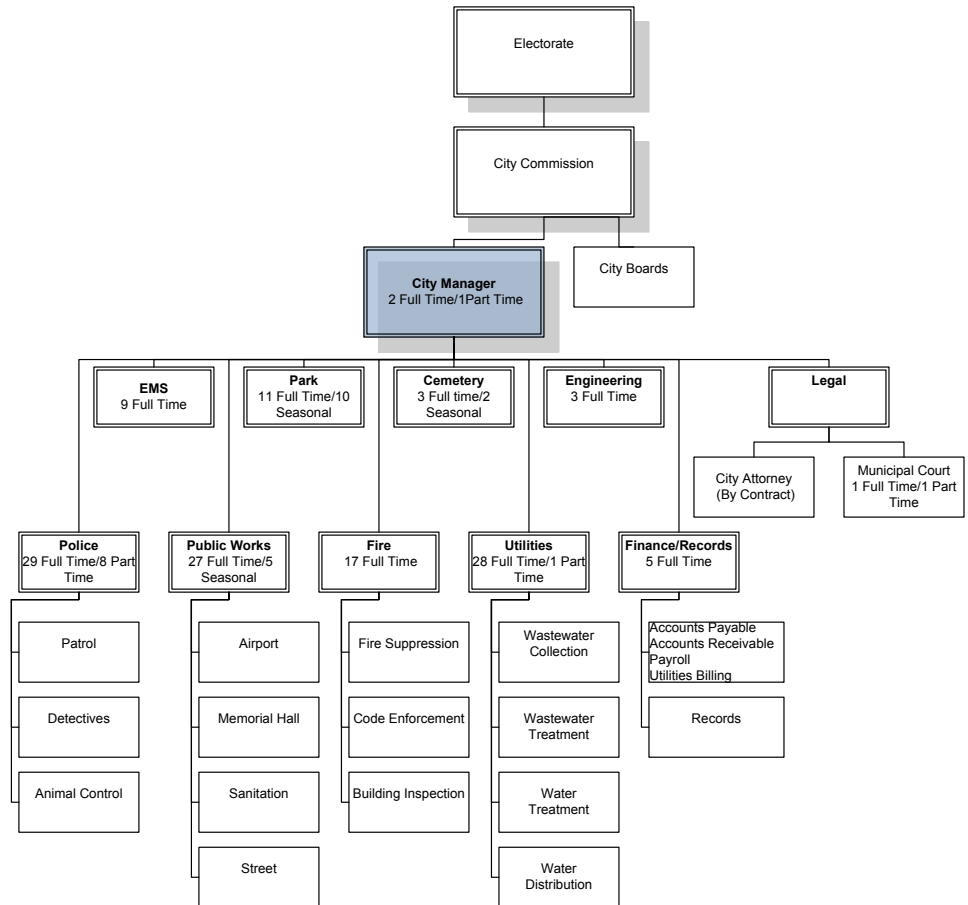


301 South Fourth Street—circa 1881



301 North Second Street—circa 1903

City of Independence, Kansas  
Organization Chart



# The City of Independence, Kansas

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## About the City Manager Position (Prescribed by Kansas State Law)

The manager shall be appointed by the governing body and shall hold office at the pleasure of the governing body. No member of the city commission shall directly interfere with the conduct of any department, except at the express direction of the commission.

The governing body shall be responsible for the manager's efficient administration of the city's business. All administrative functions and departments of the city shall be established by ordinance. The manager shall be responsible for the enforcement of the laws and ordinances and for the proper discharge of the duties of the respective city administrative officers and employees. The manager shall appoint and remove all non-elective heads of departments, officers and employees of the city. The city manager may perform the duties and act as the head of any department for which he or she is qualified, and may designate one person to be the head of two (2) or more departments or offices of the city.

The manager shall be chosen solely upon the basis of administrative ability. Choice shall not be limited by any resident qualifications. The manager shall give bond for the faithful performance of his or her duties, in such amount as may be provided by ordinance.

## Preferred Qualifications and Leadership Characteristics

**The ideal candidate will have a combination of education and experience** equivalent to a Bachelor's degree in Public Administration or related field combined with proven experience in local government.

Must have superior management and leadership skills with the knowledge, ability, commitment and energy required to maintain Independence's many quality of life amenities as well as its strong position as a regional center of commerce.

### **With the Mayor and Commission**

- Builds relationships with the City Commission and each of its members based on respect and trust,
- Enhances the quality of Commission policy decisions by encouraging a free exchange of information among the Commissioners, the City Manager and staff,
- Treats all Commissioners with equal respect, access, and responsiveness,
- Actively engages in Commission discussions by providing sound professional advice and policy recommendations including all options and their pros and cons,
- Anticipates the Commission's needs and provides them with thorough and timely information concerning both project status and policy development,
- Thinks independently while being able to provide sensitive information in a forthcoming manner,
- Develops a system of communication that sets the City Commission up for success and insures that the City's strategic goals are met.

### **With the Senior Staff and City Employees**

*The City Commissioners agree that the current City staff is capable and committed. In this context, some leadership/management traits that the City Manager should possess are:*



Recently Renovated Memorial Hall Civic Center

### **NEEWOLLAH**

It's Southeast Kansas' largest celebration. Held in the last week of October, Neewollah's musical stage shows, carnival, concessions, entertainment and grand parade attract more than 80,000 visitors each year.



Annual Neewollah Festival

*(Continued on page 4)*

(Continued from page 3)



Band Shell in Riverside Park

- Personable, positive and outgoing,
- Retain (and attract) strong and competent staff members with high initiative and a strong results orientation,
- Sets clear concise goals while providing needed information and direction,
- Leads by example and is approachable by all City staff,
- Effectively delegates decision-making enabling individual discretion and creativity,
- Develops and uses strategies which help departments to work together effectively.



Logan Fountain

**Additional Desired Leadership and Management Traits include:**

- Establishes and nurtures working relationships with City boards, commissions and agencies,
- Actively pursues State and Federal Grants to enhance the City's financial condition,
- Communicates effectively and positively with citizens, particularly in diverse situations and on sensitive issues.



Independence Airport

## Opportunities Facing Independence

- Independence, like many other communities, is experiencing the economic recession and is aware of the challenges.
- Although the City is financially strong, the recession is affecting local businesses and industries, particularly those located in the central business district.
- The City desires to continue to be aggressive in attracting new businesses and industry.
- There is a need to balance historic preservation and economic growth in Independence by embracing the past while looking forward to the future.
- Revision to the City's comprehensive plan needs to be a priority early in the next City Manager's tenure.



Art in Public Places

## Compensation and How to Apply

**Compensation:** Highly competitive salary and benefits negotiable DOQ's.

**Please send your resume and cover letter with current salary by January 29, 2010 to:**

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 Web at  
[www.independekks.gov](http://www.independekks.gov)



**THE CITY OF INDEPENDENCE IS AN EQUAL OPPORTUNITY EMPLOYER**