

Unified Government of Wyandotte County/Kansas City, Kansas

Invites your interest in the position of

COUNTY ADMINISTRATOR



ABOUT WYANDOTTE COUNTY/KANSAS CITY, KANSAS

The Unified Government of Wyandotte County/Kansas City, Kansas (WyCo/KCK) was created on October 1, 1997 by a citizen vote for consolidation. Wyandotte County is the smallest geographic county in Kansas at 156 square miles and the fourth most populous at 159,000; located at the confluence of the Kansas and Missouri rivers. The Unified Government represents about 5.5% of the population of the State of Kansas (2.9 million), and 8% of the Kansas City Metropolitan area (2.0 million). Kansas City is the third largest city in both the State of Kansas and also the KC Metro area.

Wyandotte County, though unified, contains three distinct cities. Kansas City represents more than 90% of both the land and the population with 147,000 people. In the southwest corner are Edwardsville (4,400) and Bonner Springs (7,400). Both Edwardsville and Bonner Springs have their own Mayor, City Council, Police, and Fire Departments, and a Unified School District. Both cities also participate in the Unified Government voting on a District Commissioner, both At-Large Commissioners, and the Mayor. The three cities have a strong cooperative relationship, especially in the area of economic development.

Struggles and Renaissance:

Kansas City, Kansas was, for several generations, the largest and most prosperous city in Kansas. KCK led the State in manufacturing, retail, and new housing. Following the tumultuous 1960's, KCK saw the kind of sharp decline that so many urban areas have seen around the United States. Over the next four decades, KCK saw a 20% reduction in population and a devastating loss of retail and small businesses that headed for the suburbs. During those years, the median household income fell well behind the State average and crime and blight grew along with a nagging unemployment problem.

The vote for consolidation in 1997 has ushered in an unprecedented time of growth and renewal in the city. New Sales Tax Revenue (STAR) bonds issued by the State of Kansas allowed KCK to partner with NASCAR for the state-of-the art 1.5 mile Tri-oval Kansas Raceway. Shortly thereafter, the adjacent Village West development project exploded, featuring Cabela's, Nebraska Furniture Mart, Great Wolf Lodge, T-Bones minor league baseball, and the Legends Shopping Center. In the last five years, Cerner Corporation has built two new office towers for 4,000 new employees; there is a new full service Casino; and a state-of-the-art Major League Soccer stadium, home to Sporting Kansas City. All told, this area generates more than \$17 million in property taxes and over \$650 million in gross sales, annually.

Outside Village West, General Motors has invested more than \$1.5 billion in its state of the art facility – bringing their total employment numbers to 3,800. In another part of our city, Kansas University Medical Center and Hospital has earned National Cancer Institute designation, pushing the combined campus employment to over 10,000. In addition, we have seen the first market-rate apartments and the first four new grocery stores in our city in over 30 years. The total economic investment is on course to reach \$1 billion by the end of 2013 alone. The crime rate is at a 40-year low, and KCK is one of the biggest success stories in the state and the metro. The next challenge is to continue to re-invest in our midtown and downtown to continue the growth.

The stability, boldness, and efficiency of the Unified Government have been vital keys to this renaissance. Since 1997, we have had one County Administrator, two Mayors, and a strong, diverse group of Commissioners who have led this transformation. Furthermore, the current Mayor and Commissioners are undergoing a comprehensive strategic planning process to chart the next great chapter for the community. This stability and upward trajectory make this an ideal position for the right visionary leader.



WYANDOTTE COUNTY/KANSAS CITY, KANSAS CURRENT DEMOGRAPHIC STATISTICS INCLUDE:

DEMOGRAPHIC & COMMUNITY INFORMATION

POPULATION DENSITY

1,022 per square mile

INCOME

Per capita personal income \$28,836

Median household income \$37,529

EDUCATIONAL INSTITUTIONS IN WYCO

WyCo/KCK has four school districts that provide services to public and private school students living in Wyandotte County:

- Bonner Springs School District
- Kansas City, Kansas School District
- Piper Unified School District
- Turner Unified School District
- The Archdiocese of KC in Kansas Catholic Schools

ADDITIONAL SCHOOLS

- Kansas City Kansas Community College
- KCKCC Technical Education Center
- Donnelly College
- KU Medical School
- Kansas State School for the Blind

ETHNIC AND RACIAL COMPOSITION

- White 43%
- Hispanic or Latino 27%
- Black or African American 24%
- Other Races 1%
- Two or More Races 2%
- Asian 3%

AGE DISTRIBUTION

(Approximate)

- 0-19 years 31%
- 20-64 years 58%
- 65 years and older 11%

POPULATION DISTRIBUTION BY SEX

- Male 49%
- Female 51%
-

UNEMPLOYMENT RATE

- Thru August, 2013 9.4%

MUNICIPALLY-OWNED ASSETS

WYANDOTTE COUNTY AMENITIES

- Cricket Wireless (Sandstone Amphitheater)
- Renaissance Festival Grounds

WATERWAYS

- Kansas River 15.5 miles
- Missouri River 16.8 miles
- Wyandotte County Lake 400 acres

MUNICIPAL GOLF COURSES

- Sunflower Hills 18 holes, 180 acres
- Junior Golf Course 6 holes, 18 acres

TENNIS COURTS

- Lighted 26 courts
- Unlighted 11 courts

Disc Golf Courses 3

Lighted Baseball/Softball Fields 13

Lighted and Irrigated Soccer Fields 3

Skateboard Parks 3

Spray Parks 3

Public Swimming Pools 1

Model Airplane Flying Fields 1

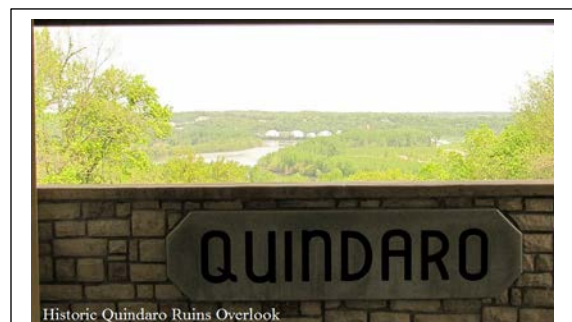
Kansas River Board Ramps 2

Marina Slips 189

Lakes (430 acres) 4

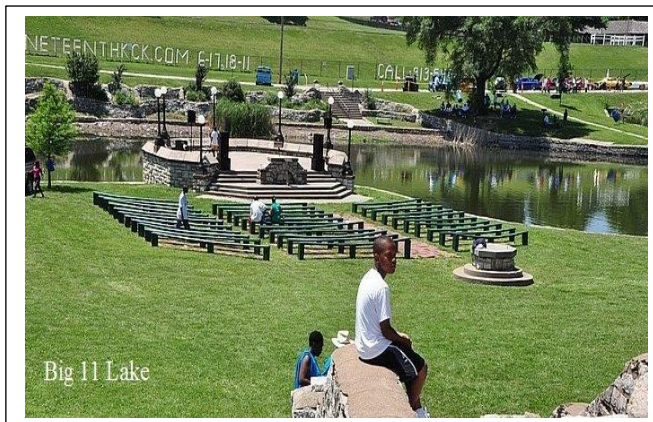
Parks (2,715 acres) 53

Walking Trails (23,257 linear feet) 13



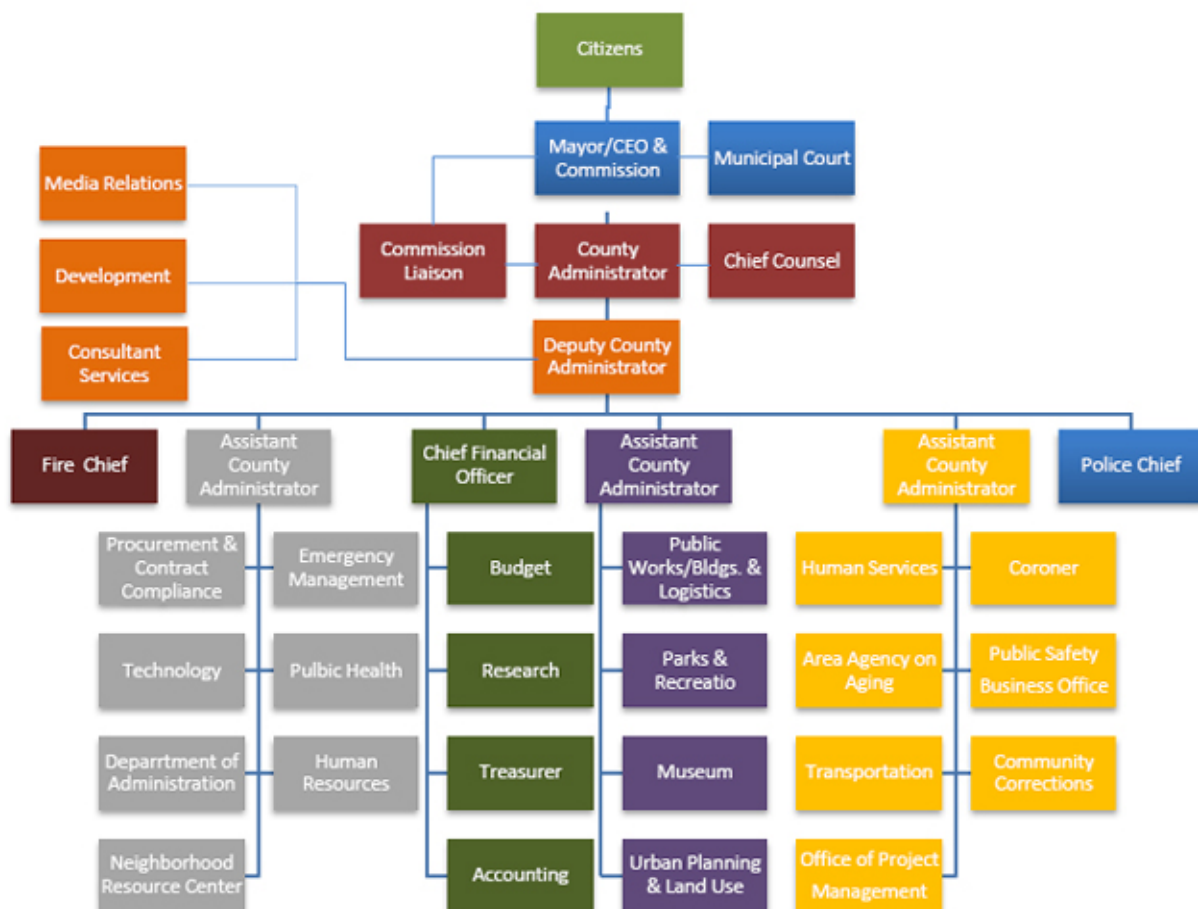
OPPORTUNITIES, CHALLENGES, AND ISSUES (Not Prioritized)

- Review of the annual budget calendar is of significance importance to the Commission;
- Succession planning is critical as several key department heads are approaching retirement;
- The upcoming STAR Bond payoff will free up several millions of tax dollars annually; policy needs to be established to determine how best to reallocate those dollars;
- Among important needs facing the community are economic development to attract new jobs, redevelopment in the urban core, including the downtown and other older sections of the city, and the fair and strategic allocation of resources to accommodate the needs of the entire community;
- In responding to community needs, it is vital not to lose sight of the community's extraordinary economic successes to capitalize on them;
- Assessed property values in Wyandotte Count/Kansas City, Kansas are relatively low for the area. However, the property tax rate is the highest in the surrounding area;
- As with most local governments, balancing the annual budget has been a challenge for the last few years. Administration needs to continue to evaluate and make appropriate changes to ensure continuous quality improvement, maximum efficiency, and high quality service delivery;
- Most Unified Government employees have not received pay raises during the recent recession. Planning is underway for a government-wide classification and compensation study to assess our relative standing in the marketplace;
- The present Board of Commissioners is comprised of bright and energetic individuals who generally agree on a long-range vision for the community, but not necessarily on the steps needed to achieve it. They expect the County Administrator to assist them individually and collectively to continue their collaborative work.



THE UNIFIED GOVERNMENT

The WyCo/KCK Board of Commissioners is an eleven (11) member governing body. The Commission is comprised of a Mayor/CEO, who is nominated and elected at-large; and also serves as the Chief Executive Officer of the Unified Government. There are ten (10) Commission members. Eight (8) of the Commission members are nominated and elected from districts. Two (2) at-large Commission members are nominated from districts and elected at-large. The Mayor/CEO has veto power and presides over the Board of Commissioners, casting a vote only in the case of a tie or as otherwise required. According to the Charter of the Unified Government of Wyandotte County/Kansas City, Kansas, the Mayor has the authority to “recruit, screen, and evaluate appropriate candidates for County Administrator and conduct interviews with said candidates.” Further, “the Mayor shall appoint...with the consent of the Commission the County Administrator.” WyCo/KCK provides both traditional municipal and county services. The approved FY 2014 total Unified Government budget is \$269,817,809; of which \$136.9 M constitutes the general fund. There are approximately 2,200 employees.



THE COUNTY ADMINISTRATOR

The County Administrator is the highest-level management position in WyCo/KCK. He or she directs and supervises the day-to-day operations of all county and city departments and agencies, as well as personnel matters, including the appointment of senior department heads. The current County Administrator, Dennis Hays, has held his position since consolidation in 1997 and will retire in early 2014.

By ordinance, the County Administrator must be “appointed on the basis of executive, managerial, and administrative qualifications as demonstrated by a verified record of training and experience.”

The Mayor is looking for a resourceful, visionary individual who can lead adaptive change in a large organization to align resources, both people and financial, to carry out the strategic plan of the Mayor and Commissioners. The successful candidate will have a Master’s Degree in Public Administration or related field and have significant experience in local government leadership. Skills should include team leadership and supervision, fiscal management, experience with a diverse constituent base, and relationships with organized labor and union negotiations. Preference will be given to prior chief executive experience with innovative urban solutions and public/private partnerships. The candidate must also have a strong working knowledge of land use planning, redevelopment, economic development, commission/administrator relations, budgeting and finance, infrastructure maintenance and expansion, organizational analysis and development, and data driven innovation.

Special Areas of Experience, Knowledge, and Proven Ability

- High caliber executive leadership skills supported by sufficient technical knowledge and competency to inspire, motivate, and evaluate exceptional staff performance;
- A “rainmaker” that is a person who knows how to make things happen and who has the proven management and leadership ability to get them done;
- Experienced and adept in labor relations;
- Respectful, accepting, and able to relate to a wide diversity of people;
- Able to negotiate effectively with the private sector and understands the fine line between incentives and costs;
- Strong leadership and management skills with a high level of professional pride;
- Visible, accessible and engaged in daily operations but not a micro manager;
- Experienced in both new development and redevelopment;
- A visionary who utilizes strategic planning as a management tool and has demonstrated a “can do” approach driven by pre-established organizational performance outcome expectations;
- Prefer successful experience in working with a diverse Commission;
- Politically neutral and non-manipulative;
- Follows the ICMA Code of Ethics;
- Has a working knowledge of how to leverage open data for organizational and community enhancement.

Management Style and Characteristics

With Board of Commissioners

- Able to work as a partner with the Commission and have respect for the role distinction between the Mayor, Commission, County Administrator, and staff;
- Understands and accepts the need to earn the trust of all Commission members, treating them equally and provides them all the same information;
- Assists Commission members to reach consensus on issues by presenting recommendations and professional advice that meet the best interests of the community;
- Communicates with the Commissioners to ensure full disclosure, transparency, and to the greatest extent possible, no surprises;
- Presents information in a clear, concise, and well organized manner;
- Must be a strong County Administrator who has the courage to provide even negative information in a forthright manner and have the courage to say “no” when appropriate without regard to personal risk;
- Is readily accessible to all Commissioners.

With Senior Staff and Employees

- Employee retirements and a recent downsizing have resulted in a number of personnel changes, suggesting the need for a careful evaluation of organizational performance to include current staffing and ensuring that all service delivery systems are adequately meeting the needs of the community;
- Must be adept at staff selection, development, empowerment, performance assessment, and succession planning;
- Must be an outcome focused County Administrator who is a visionary leader who sets clear performance goals for all employees and utilizes fair and effective performance measurement and assessment systems to evaluate performance;
- Must be a strong and decisive leader who is clearly in control and is able to make tough personnel decisions;
- Must be a morale builder who demonstrates strong support for employees by providing adequate resources, a productive work environment, proper training, and unbiased treatment;
- Should be accessible to employees;
- Must have a strong personal commitment to the community and the UG, and ensure that all employees share the commitment; i.e., the public should be treated professionally and with a helpful and respectful attitude by all Unified Government employees.



With the Community

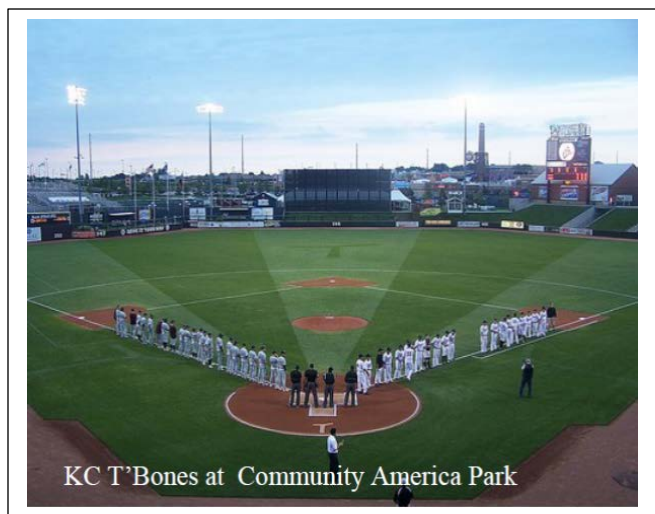
- The County Administrator should be visible in the community and communicate with the public in a manner that cultivates respect and understanding for the government and its projects;
- Earn the respect of the community at-large and be responsive and sensitive to their needs;
- Must be cognizant of political implications and careful to serve as a policy implementer, rather than a policymaker.

With other Governmental Agencies

- Understands the need for regional cooperation and collaboration with neighboring local governments, local schools, the Mid America Regional Council (MARC), and the state and federal governments.

Personal Characteristics

- Works well with others, excellent social skills, diplomatic, and good communicator;
- An innovative thinker, seeks and recognizes opportunities, creates opportunities and responds to them, is familiar with and practices current management trends;
- Maximizes staff potential;
- Able to integrate and convene diverse ideas and people;
- Committed to the community and good government;
- Maintains high ethical standards.



COMPENSATION

The compensation for the County Administrator will be highly competitive. The starting compensation will be dependent upon the selected individual's qualifications and match with the desired attributes being sought by the Unified Government. The Unified Government offers a health benefits package as well as other employee benefit options. Retirement benefit options are available through the Kansas Public Employees Retirement (KPERs) system. Reasonable and customary moving expenses will be negotiated. The successful candidate is required to reside within Wyandotte County.

For additional information about Wyandotte County/Kansas City, Kansas, and the County Administrator position, please visit www.wycokck.org.

TO APPLY

In order to be considered for this position, please send your resume and cover letter with current salary information NO LATER THAN 5:00 P.M., CST, January 15, 2014 to slavin@bellsouth.net.

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