



The City of Klamath Falls, Oregon

Invites Qualified Candidates to Apply For

City Manager



ABOUT KLAMATH FALLS – Located in south-central Oregon and bordering northern California, Klamath Falls sits on the southern shore of the Upper Klamath Lake and on the eastern slopes of the Cascade Mountains. The community which is the county seat for Klamath County has a 2010 Census population of 20,840 and encompasses nearly 21 square miles. With an elevation of 4,100 feet Klamath Falls is known as the City of Sunshine with nearly 300 days of sunshine each year.

Klamath Falls serves as the retail, education, and health care center for a four-county, two-state area. The community's retail base includes both national chains and local, family-owned businesses. The Sky Lakes Medical Center located in Klamath Falls has 176 beds and 1,100 employees, and there are many other associated medical facilities in the community. In addition, Sanford Health, the largest rural not-for-profit health care system in the nation is currently constructing a pediatric clinic in Klamath Falls. The Oregon Institute of Technology and Klamath Community College offer affordable local access points to the post-secondary education system and are important catalysts for economic development.

There are several major local employers including building products manufacturer Jeld-Wen. This company, founded in Klamath Falls in 1960, still maintains its corporate headquarters in Klamath Falls even as it has grown rapidly to 20,000 employees world-wide. Other notable local employers include Collins Products, the Oregon Institute of Technology, Klamath Community College, and the Air National Guard which has the only F-15C fighter training base in the U.S. at the Klamath Falls Airport.

HISTORY

In 1867 a community known as Linkville was formed at the mouth of the Link River by George Nurse. The name of this community was changed in 1893 to Klamath Falls. The community's name was derived from local Native American tribal vernacular with Klamath referring to the phenomenon of the Link River flowing upstream with a hardy south wind and Falls referring to where the falling waters rush.

In 1906 the federal government constructed the Klamath Reclamation Project which drained marshland and provided a canal for irrigation water for agriculture. In 1909 the Southern Pacific Railroad was extended to the community which provided access to major markets and allowed Klamath Falls to become the fastest growing community in Oregon in the 1920s.

Transportation—

- Klamath Falls Airport offers passenger flights to San Francisco and Portland daily
- Amtrak provides passenger rail service to Klamath Falls daily between Seattle and Los Angeles
- US Highway 97 is a major north-south road linking Washington to California

TOURISM, RECREATION, AND CULTURE

South-central Oregon offers an outstanding array of natural and cultural wonders. Just sixty miles south of Crater Lake and seventy miles north of Mt. Shasta, the Klamath Falls area is noted for its beauty and diversity of tourism and recreation activities. Outdoor recreation opportunities include cross country skiing, golfing, fishing, hunting, sailing, and canoeing. There are four different trail systems in the community that provide access to 100 miles of trails. Also, Klamath Falls is known as one of the West Coast's best bird watching areas and has the highest concentration of bald eagles in the Pacific Northwest.



The Ross Ragland Theatre and Cultural Center includes a 700-seat auditorium which hosts plays and musical events. Also, Kiger Stadium which is only one of two remaining North American all-wood stadiums is home to the Klamath Falls Gems of the West Coast League, a summer baseball league for college ballplayers.



EDUCATION

The Klamath Falls City School District has two high schools including a high-tech charter school in downtown Klamath Falls. There are also one junior high school and five elementary schools in the District. The District which has 19 students for every full-time equivalent teacher has a high school dropout rate of 3 percent compared to the national rate of 4.4 percent. Also, there are three religiously affiliated private primary and secondary schools in Klamath Falls.



Post-secondary educational opportunities are provided by the Oregon Institute of Technology (also known as Oregon Tech) with 3,500 students and Klamath Community College with 3,000 students. Oregon Tech, the first higher education institution in North America to offer a Bachelor of Science degree in Renewable Energy Engineering, places more than 90 percent of its graduates.

**Additional information about Klamath Falls
is available at <http://ci.klamath-falls.or.us/>**

GEOTHERMAL ENERGY

The community has been one of the leaders in the use of renewable, cost-effective geothermal energy for many years. According to published reports, more than 550 geothermal wells have been drilled that heat about 1,000 homes in Klamath Falls at an average cost of approximately \$100 per home per year. Geothermal energy also heats 22 commercial and government buildings and downtown sidewalks and crosswalks through the City's geothermal utility district downtown. Another compelling example of the benefits of geothermal energy include two of the community's largest employers, Oregon Tech and Sky Lakes Medical Center which realize a combined savings of more than \$500,000 annually by using geothermal energy instead of natural gas. In fact, Oregon Tech is the only geothermally heated university campus in the United States.

THE CITY GOVERNMENT – The City of Klamath Falls which was incorporated in 1905 has operated under the council-manager form of government since 1958. The City Council and community have a high regard for professional local government management, and the City has had three City Managers in the last 27 years all of whom left voluntarily.

The City Council consists of five members who are directly elected on a nonpartisan basis by ward to staggered four-year terms. The Mayor is elected at-large for a four-year term on a nonpartisan basis.



The City has a history of long tenures for its elected officials with the current Mayor serving for twenty years. Most Council Members have long tenures as well. At the City's next election on November 6, 2012, the Mayor's seat and Wards 1, 2, and 3 Council seats are on the ballot. The Ward 3 Council seat is on the ballot for a two-year term due to the recent resignation of the Ward 3 Council Member. The last day for candidates to file for this election is August 28, and elected officials' terms begin on January 1, 2013.

The City Council establishes law and policy by adopting ordinances and resolutions and appoints the City Manager, City Attorney, and Municipal Judge. Also the Council adopts the City budget, approves appropriations and contracts, and levies taxes. The Mayor presides at City Council meetings.

The City Manager ensures that the policy direction set by the City Council is carried out and that City services are delivered equitably to all residents. The City Manager is responsible for recommending the budget to the City Council and for hiring and providing managerial leadership to City staff.

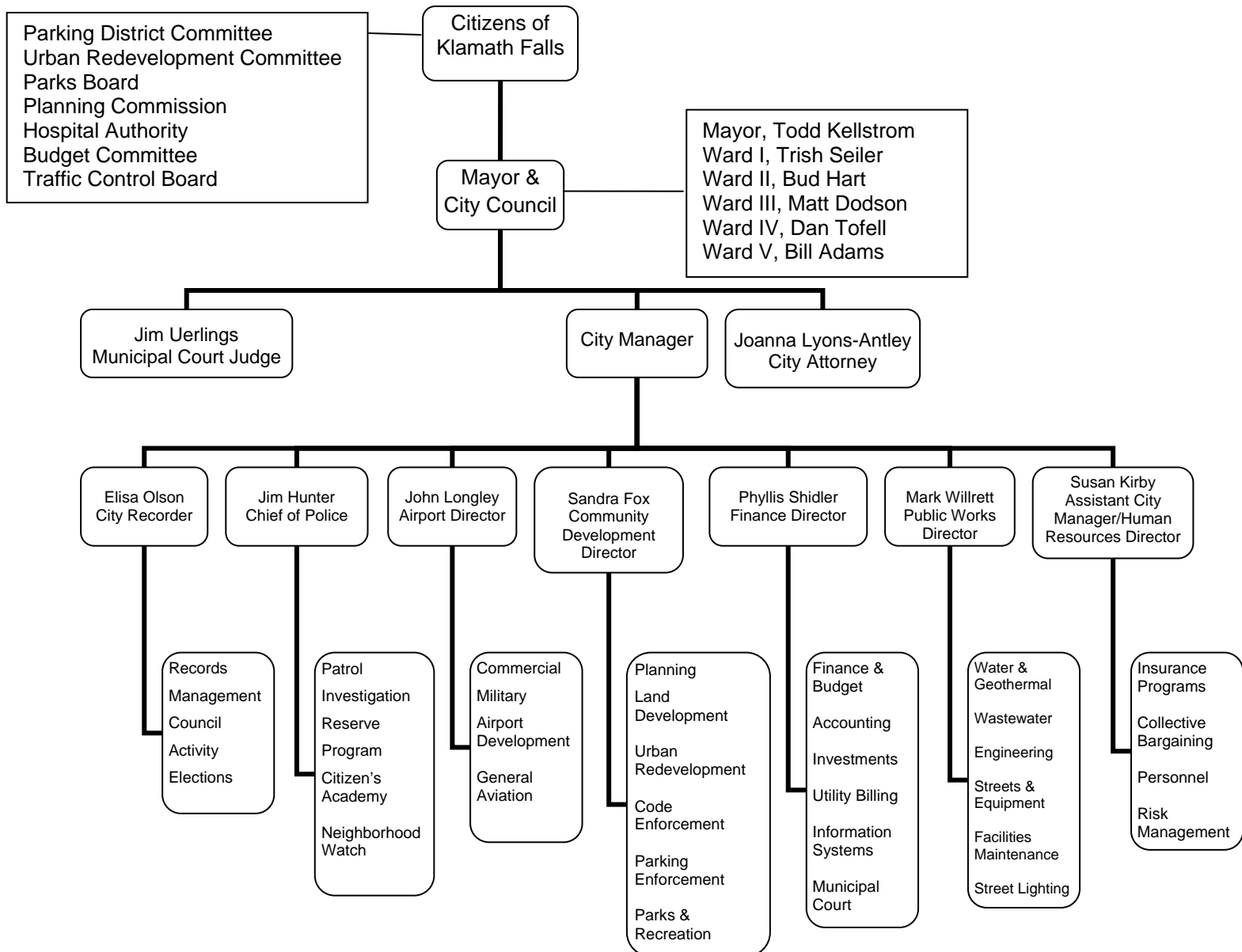
The City has received several awards including the GFOA Certificate of Achievement for Excellence in Financial Reporting, Tree-City USA recognition, and several safety awards from Citycounty Insurance Services, an Oregon municipal insurance pool.





CITY OF KLAMATH FALLS

Organizational/Responsibilities Chart



FINANCIAL DATA

Klamath Falls is a full-service, stand-alone City organization that includes water and wastewater utilities, a commercial airport, a geothermal utility district downtown, and a municipal court. The City has an annual operating budget of \$28 million, a 2012-13 Capital Improvement Program budget of \$13.1 million, and 158 FTE's. The City is on a July 1-June 30 fiscal year.

The City is in good financial condition with a General Fund balance of 25.6 percent of annual expenditures and an A+ general obligation bond rating. During the Great Recession the City only laid off three employees. In addition, the City provided a cost-of-living salary increase in the current fiscal year and currently plans to increase salaries in 2013-14 as well.

Approximately 70 percent of the City's employees are represented by two collective bargaining units. AFSCME represents field and clerical employees, and the Teamsters union represents Police employees. The City has good relationships with its unions and has obtained voluntary settlements in collective bargaining negotiations in recent years.

STRATEGIC PLANNING

Klamath Falls has a tradition of community-based strategic planning dating back to 1991 when a group of ambitious community leaders developed Klamath Vision 2002. Many successes grew out of Vision 2002 including establishment of Klamath Community College and construction of the Bill Collier Community Ice Arena.



In 2010 another community visioning process was completed resulting in development of the 2020 Klamath Vision. Three themes grew out of this visioning process: Community, Economy, and Sustainability. The City which was an active participant in this process developed its own strategic plan to complement the 2020 Vision. Additional information about the 2020 Vision can be found at <http://2020klamathvision.org/>

VISION STATEMENT

The City of Klamath Falls is a vibrant, cohesive community built on a strong economic base which balances urbanization with its existing historic character and values.

MISSION

To further the vision, the City of Klamath Falls provides essential services and infrastructure to promote the social and economic health of the community. The role of the City Council is to provide the leadership necessary to fulfill this mission.

WORKPLACE VALUES

Respect – Communication – Integrity – Teamwork – Family

2020 KLAMATH VISION THEMES

COMMUNITY

Klamath County in the year 2020 will be a strong, vibrant community, supporting the physical and mental well being of its residents through thoughtful policy decisions and prudent allocation of resources.

ECONOMY

In 2020, Klamath will have a thriving "local" economy, rooted in our local renewable resources, the resourcefulness of our people, and our willingness to be active participants in a community that works together for the mutual benefit of all of its members.

SUSTAINABILITY

A sustainable community respects its own diversity, values the complexity of the natural world, and accepts responsibility for the social, economic, and ecological well-being of present and future generations through individual and collective actions.

ISSUES AND OPPORTUNITIES – The following is a summary of the issues and opportunities to be managed by Klamath Falls' next City Manager.

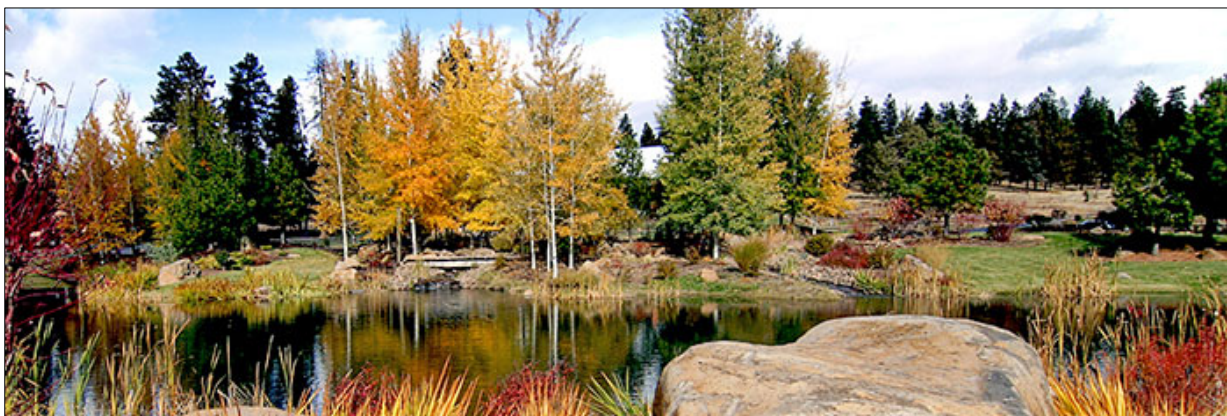
1. **Economic development**—the City Manager is the City's point person for economic development as professional economic development staff resides in Klamath County Economic Development Association (KCEDA). Additional community support is provided by Team Klamath which consists of representatives from the following organizations: Klamath County; City of Klamath Falls; Oregon Institute of Technology; Klamath Community College; Klamath Community Development Corporation; Klamath County Chamber of Commerce; and Oregon Business Development Department. Team Klamath has been in existence for more than 20 years and serves as the umbrella organization for economic development activities.

Team Klamath is currently focusing its efforts on three target industries: renewable energy; health care; and agricultural based value-added businesses. Also, there is considerable interest in establishing an incubator that would assist in helping entrepreneurs bring their products and services to the marketplace. Team Klamath is very interested in having the next City Manager assist in facilitating economic development strategies for Team Klamath and working with the City Council to implement those strategies.

2. **Airport Futures Group**-- the Klamath Falls Airport generates approximately \$440 million annually in economic activity for Klamath County. However the airport's operations are currently subsidized by the City by approximately \$800,000 annually. In light of this situation, the City established an Airport Futures Group in the summer of 2011 consisting of airport stakeholders to develop a strategic plan for the airport's future. The Futures Group is considering several alternatives such as establishing an airport or port authority that could make the airport a self-supported enterprise.
3. **Air National Guard**—the Klamath Falls Airport is home to the only U.S. Air Force F-15C fighter pilot training program in the country. This training operation is provided by the Air National Guard (ANG) which has approximately 800 employees at the Airport. The Air Force is currently considering expanding this operation which would add 120 employees at the Airport. In addition, the Klamath Falls Airport is one of only three airports in the country that is participating in a federally sponsored intergovernmental resource sharing project known as P-4. The City and the ANG have had a mutually beneficial relationship for many years, and the next City Manager is expected to continue to foster this relationship.
4. **Wastewater Upgrades**—the City is presently working with the Oregon Department of Environmental Quality (DEQ) to develop a plan for complying with DEQ quantity and quality discharge standards. In addition, there is a need to upgrade and expand the 60-year old primary wastewater treatment plant. In total, it appears it will cost the City \$40-50 million to make these upgrades some of which can be financed through a State loan program.
5. **Urban Growth Boundaries**--Oregon land use laws have established urban growth boundaries (UGBs) around every incorporated city. UGBs protect rural land by directing most urban density development to cities and UGBs. The Klamath Falls' UGB encompasses an unincorporated area of 21,000 residents with many urban-scale subdivisions known as the "south suburbs". Public services are provided in this area by special districts and Klamath County. The City Manager needs to be aware of the fiscal and service delivery impacts of current and future development in the UGB.
6. **Compensation Study**—the City's classification and compensation system was recently updated, and many of the recommendations in the study have been implemented. However recommendations related to pay-for-performance and step/merit adjustments which will require City Council approval have not yet been implemented.



7. **Succession Planning**— as with most employers, the City will likely be losing several baby-boomer employees to retirement over the next several years. City staff has undertaken succession planning activities which need to be continued in order to be prepared to deal with this phenomenon. In addition, the next City Manager will likely have the opportunity to promote or hire some high-level staff members over the next few years.
8. **Image/Branding**—internally the community appears to have a positive self-image. However some believe Klamath Falls' image within the state could be improved. There are likely resources available within the community that can be used to develop an image enhancing or branding campaign for Klamath Falls.



JOB REQUIREMENTS – The minimum job requirements are: 1) a Bachelor's degree with a Masters in public administration, business, planning, or other related fields desired; and 2) five to ten years of local government management experience.



Desired Professional and Personal Attributes

The following are the desired professional and personal attributes for Klamath Falls' next City Manager.

- Decisive, visionary leader with ability to work with all stakeholder groups to advance the community's agenda especially related to economic development issues
- Demonstrated track record of leadership role in economic development successes
- Good financial management skills and a sense of fiscal discipline
- Strong intergovernmental relations skills with ability to work effectively with federal, state, county, and regional officials
- Track record of using human relations and leadership skills to develop cohesive management teams
- Visibility within the City workforce to keep employees informed about organizational initiatives
- Approachable and personable with a sense of humor
- Local government experience in rural communities a plus

COMPENSATION

The compensation for the City Manager job is competitive. The starting salary depends upon the selected individual's qualifications and match with the desired attributes being sought by the City. The City will pay reasonable and customary moving expenses for the next City Manager.

To Apply:

The position will remain open until filled. Please send your resume and cover letter with current salary as soon as possible to pwconsulting@cox.net. The first review of applications will be on **September 10, 2012**. For additional information about this job, please contact:

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