



CITY MANAGER

CITY OF LOUISVILLE, COLORADO



PUBLIC SECTOR EXECUTIVE RECRUITMENT

THE COMMUNITY

Established in 1878, Louisville retains connections to its modest mining and agricultural beginnings, while continuing to transform into one of the most livable, innovative, and economically diverse communities in the nation. Covering nine square miles, Louisville has a population of 20,867 residents and is located in Boulder County, about six miles east of Boulder and twenty-two miles northwest of Downtown Denver. 72% of Louisville residents have a Bachelor's or higher degree, contributing to a median household income of \$109,797.

Louisville is a small town with big ambitions as one of the nation's leaders in economic and environmental sustainability. The City owns, either alone or in conjunction with other governmental entities, approximately 2000 acres of designated open space. Throughout the community, there are also 29 parks and over 32 miles of interconnecting trails for biking and hiking. These neighborhood trails connect Louisville to a larger network of trails along U.S. HWY 36 and other major regional roadways enabling residents to savor the natural beauty of the entire northern metro area within minutes.

In addition to the many outdoor recreational opportunities, Louisville residents have access to arts and culture, sports, great restaurants, and the state's third highest ranked school district. In the City's 2020 Citizen Survey, 99% of survey respondents rated Louisville as a place to live as excellent or good and 98% rated its quality of life as excellent or good. Residents and visitors can experience a vibrant, authentic Main Street that includes extensive outdoor dining; a thriving craft beer industry; Bon Appetit magazine's best new bakery; a historical museum; landmarked homes and public buildings; art galleries and boutiques; an in-season farmers' market; live music venues; and a state-of-the-art library. Community events are numerous and fun, including assorted 5K and 10K runs, bike races, outdoor music concerts, art walks, and seasonal festivals.

The proximity to The University of Colorado and the Colorado School of Mines as well as several national laboratories, including NOAA, NIST, and NCAR, has spawned a robust, high-tech business and manufacturing presence in Louisville's Colorado Tech Center, a master planned business park. Employees in the Colorado Tech Center can work on the nation's next space shuttle, exercise at the nearby climbing gym, and then enjoy a craft brew down the street.

Nestled near the gorgeous Rocky Mountain foothills, Louisville is perennially ranked as one of the best small towns in the United States for its outstanding quality of life. As Money magazine noted, "Add in dry, clear weather, little crime, good health care, low taxes, and Louisville is pretty tough to beat."

For more information, visit <https://www.louisvilleco.gov/home>



THE ORGANIZATION

The City of Louisville operates under the Council-Manager form of government and is a home rule charter city. The non-partisan City Council consists of the Mayor, elected at-large, and six council members, elected from three wards. Terms of office are four years and limited to two terms. Ward representative elections are staggered, with elections happening in odd-numbered years.

The City designed its structure and operations to ensure an open and responsive government that integrates a highly dedicated staff, thoughtful elected officials, an involved citizenry, diverse businesses, and regional cooperation to provide high-quality and cost-effective services. Louisville provides a wide range of services to residents and businesses including water and sewer; police protection; planning, zoning, and building safety; street and road maintenance; parks, open space and recreation; a library; a historical museum, and a golf course. Louisville employs 200 full-time employees and 225 part-time and seasonal employees. The FY2021 General Fund Budget is a program-based budget and totals \$22.8 million. The city has placed a \$51M debt and tax increase question on the 2021 ballot for future transportation improvement projects. For more information about the City of Louisville, <https://www.louisvilleco.gov/>

VALUES

- **Innovation** Leading and embracing change and transformation through creative thinking, diverse perspectives, learning, and continuous improvement.
- **Collaboration** Proactively engaging colleagues and other stakeholders in developing solutions through open communication. Fostering a culture where every employee feels valued, supported and inspired to achieve both common and individual goals.
- **Accountability** Fulfilling our responsibilities, owning our actions, and learning from our mistakes.
- **Respect** Treating people, processes, roles, and property with care and consideration. Celebrating differences and encouraging authenticity.
- **Excellence** Doing our best work by building on our individual and collective strengths. Exceeding expectations with responsive, efficient, and effective customer service.

VISION

A vibrant, healthy community with the best small town atmosphere





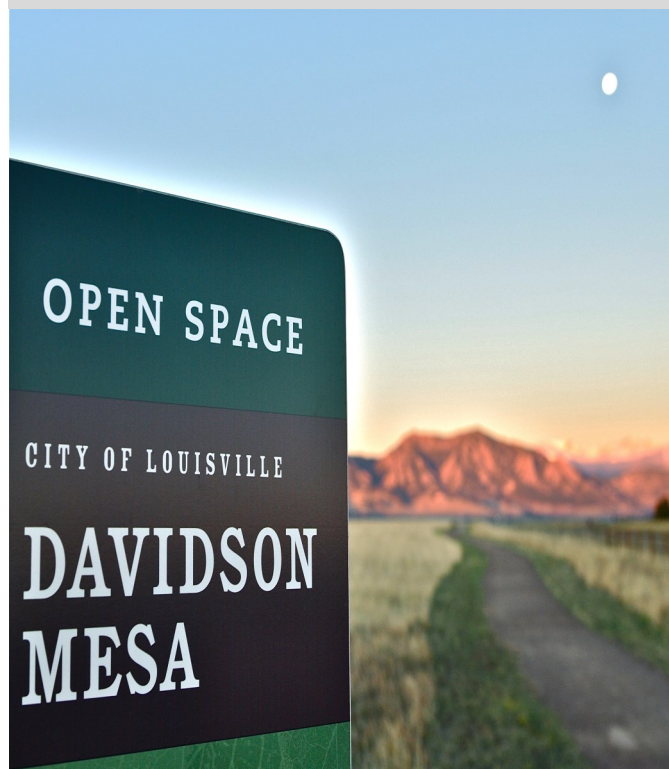
THE CITY MANAGER

The City Council appoints the city manager, city attorney, the municipal judge, the prosecuting attorney, and the members of 15 separate boards and commissions. The City Manager serves as the chief administrative officer, who implements council policies, provides organizational leadership and manages the delivery of city services, programs, initiatives and the day-to-day business operations of the city including Public Works, Police, Parks and Recreation, Planning and Building Safety, Human Resources, Library and Museum Services, City Clerk, Finance, Information Technology, and Economic Vitality.

The new city manager will have a unique opportunity to evaluate current staffing levels and service delivery efficiencies, and then lead an initiative to enhance existing talent levels within the organization and work collaboratively with key stakeholders to plan and deliver excellent city services. The city manager will also lead, supervise and manage service delivery in all city departments, programs and services according to “best practices” and consistent with city council directives. The city manager will also provide professional consultation to assist the city council in making informed decisions regarding city operations and policy matters and will coordinate, submit and administer the city’s annual budget, capital improvement plan and long-term financial management plan, while addressing the issues and concerns of citizens, businesses and institutions as they may relate to the city’s planning, operations and governance. With the support of a deputy city manager, a \$2,808,340 annual departmental budget and eight (8) department directors, the city manager keeps the city council informed on a regular basis of all cities affairs and is visible in the community.

Success Factors

- *Engaged Community*
- *Vibrant Economic Climate*
- *Financial Stewardship and Asset Management*
- *Quality Programs and Amenities*
- *Healthy Workforce*
- *Reliable Core Services*
- *Collaborative Regional Partner*
- *Supportive Technology*



DESIRED CAPABILITIES

The City of Louisville desires to hire an energetic professional who relishes challenging situations, enjoys a diverse range of opinions, and has an unwavering commitment to public service. The next city manager will be an effective communicator, comfortable interacting with all audiences, especially elected officials, businesses, and an informed and engaged citizenry. He or she needs to understand and collaborate on the technical, economic and political aspects of complex issues and be able to frame and clearly articulate alternative recommendations for consideration. The next city manager will be an approachable leader and experienced at using creativity to build and maintain partnerships with government, private, and nonprofit organizations throughout the region. The ideal candidate will inherit a hard-working group of employees and a need to bring departments together to solve issues and bridge the gap between policy and administration. The new city manager will be a perceptive and strategic thinker, with an ability to inspire and motivate, focusing the organization on its future vision to guarantee Louisville's long-term success.

DESIRED ATTRIBUTES AND CHARACTERISTICS

- Ability to lead by example and hold others to high standards of service delivery excellence;
- Ability to inspire actions in the pursuit of the organizational strategy and initiatives;
- Ability to speak publicly in an engaging and informative style;
- Ability to understand, prioritize and effectively manage city council priorities and expectations;
- Ability to demonstrate and appreciate continuous learning and professional development;
- Commitment to actively and continuously build leadership and management skills;
- Ability to connect and relate to individuals at all levels within the organization and community; and
- Possession of outstanding communication and presentation skills.

EDUCATION AND EXPERIENCE

A bachelor's degree in public administration, finance, business administration, or a closely related field from an accredited college or university and a minimum of five (5) years related experience (department director, assistant city manager or city manager) in a similar or larger organization required. A master's degree and city management credentials, such as the International City Management Association Credentialed Manager or similar designation is desired but not required. The City Charter requires residency within the city's corporate limits within six months of employment.

COMPENSATION AND BENEFITS

The City of Louisville offers a competitive total rewards program that includes a base salary range of \$186,067 - \$218,903 depending on experience and qualifications. Additionally, the city offers a \$525.00 monthly vehicle allowance, and a \$50.00 monthly cell phone allowance, and a robust benefit package that includes medical insurance (DHMO, HDHP with HSA or Triple Option POS Plan), dental insurance, vision care, Flexible Spending Accounts, basic life insurance, short- and long-term disability coverage, retirement program (401a), deferred compensation (457 and/or ROTH IRA), paid leave bank, family medical leave bank, computer loans, tuition reimbursement program, and employee assistance program.



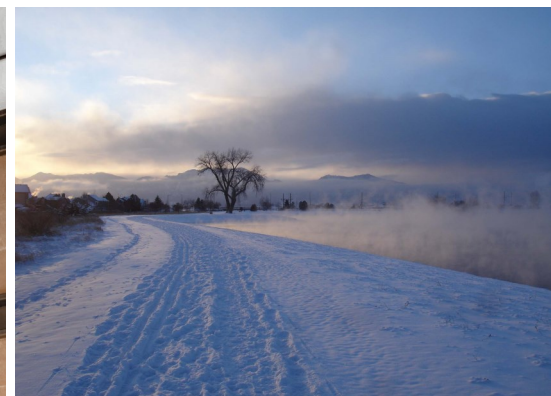
APPLICATION PROCESS

We invite qualified professionals to visit our application portal, create a profile, submit a cover letter and resume and allow us the opportunity to review your credentials and consider your qualifications for this outstanding career opportunity:

<https://bakertilly.recruitmenthome.com/postings/3129>

Application review begins on Monday, October 25, 2021. Following the first review date, we will evaluate all applications against the posted qualifications, and may extend invitations to submit additional information, including due diligence questionnaire, written questionnaire, references, and a formal interview (virtual or in-person) to a select few. This announcement will remain posted and we will continue to accept applications until the city reaches an agreement with a finalist. For more information, please email Edward Williams at edward.williams@bakertilly.com or call (214) 842-6478.

The City of Louisville, CO is an Equal Opportunity Employer and values diversity at all levels of its organization.



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