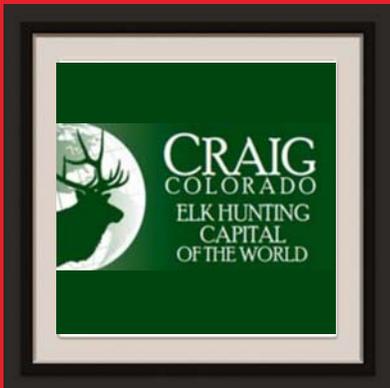


City of Craig, Colorado

CITY MANAGER



The Community

Situated in the northwest corner of Colorado, the City of Craig covers just over five square miles and is the most populous municipality in Moffat County. Located at the intersection of U.S. Highway 40 and Colorado Highway 13, the County borders Wyoming to the north and Utah to the west. Craig is serviced by two regional airports, the Craig/Moffat Airport in Craig and the Yampa Valley Regional Airport in nearby Hayden. Visitors often comment on the charming small town feel of Craig and the friendly people who live and work in the City. Craig is home to nearly 9,000 residents who are proud of their western heritage and enjoy beautiful natural vistas.

Founded by William H. Tucker, Craig was incorporated on April 24, 1908, and was named in honor of Reverend William Bayard Craig, one of the City's financial backers. Craig became the county seat of Moffat County when the county was created out of the western portion of Routt County in 1911. Starting in the 1970s, power plants and coal mines were constructed in the area, and the City's economy is still closely tied to these industries.

Craig is located in a region that is rich in agricultural resources. Cattle and sheep ranches dot the area, and the City is known as the "Elk Hunting Capital of the World," with one of North America's largest elk herds. Hunters travel to Craig from all over the world for elk hunting, which provides a tremendous boost to the local economy every fall and winter. The coal, oil, and gas industries continue to make up a substantial portion of the City's economy as well. Efforts are being made to diversify the City's economy and grow businesses. Recently, a Local Marketing District was established and is funded through a 4% increase in lodging tax. This project was initiated by the Moffat County Commission with the City's participation. Major employers in and around Craig include Tri-State Power and Generation Power Plant, Trapper Mine Coal Company, Colowyo Coal Company, Twenty Mile Coal Company, Memorial Hospital and Clinic, and the Moffat County School District.

There are many cultural, historical, and recreational attractions throughout the area, including the Dinosaur National Monument, a science and history park and former outlaw refuge, where visitors can view embedded fossils and petroglyphs. Area museums include the Museum of Northwest Colorado, with the nationally known Cowboy and Gunfighter's Collection, and the living history Wyman Museum.





The Community, continued

The abundance of year-round outdoor recreational opportunities for all ages and abilities draws residents and visitors alike to this picturesque region. Sandwash Basin is home to one of the few remaining herds of free-roaming wild mustangs in the United States, and White River National Forest features 11 ski resorts, eight wilderness areas, 10 mountain peaks over 14,000 feet, and 2,500 miles of trails. Other points of interest include Browns Park National Wildlife Refuge, a popular spot for hunters and anglers, Elkhead Reservoir State Park, and Yampa River State Park in Hayden. There are also fishing and water sports on the Yampa River, world-class skiing in Steamboat Springs, and many more fascinating things to see and do around the area.

The City hosts several popular events and festivals annually. Grande Olde West Days is a spring celebration which features a country western music concert, bull riders, cowboy poets, art, and the Wildgame and Roadkill Cook-Off. Whittle the Wood, a wood carving competition, attracts visitors from around the world. The City also hosts a community concert series six times a year. Other area events include the Moffat County Balloon Festival, Sombrero Ranch Horse Drive, the Moffat County Fair, and a variety of golf tournaments.

Craig's students are served by the Moffat County School District, which spans an area of 4,836 square miles and has an enrollment of approximately 2,200 students in grades Pre-K through 12. Craig is the largest community in the school district and is home to Moffat County High School, Craig Middle School, an early childhood center, and five elementary schools. In addition to academic and college preparatory courses, a diverse vocational and technical curriculum is offered.

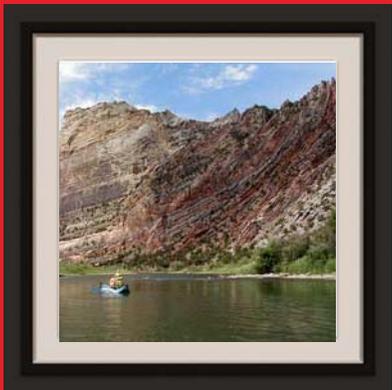
For those seeking higher education, the highly respected Colorado Northwestern Community College has a campus in Craig. The college recently built new facilities in Craig and has significantly expanded its curriculum and programs. Additionally, Colorado Mountain College has a campus in nearby Steamboat Springs.

The median income in the City is \$50,123 and the median home value is \$170,000. The City has a total property tax rate levy of 18.996 mills.

Governance and Organization

The City of Craig is a home rule municipality and operates under a council-manager form of government. There are seven Council members, including the Mayor. Council members serve four-year terms with two-term limits, with the Mayor serving two-year terms with a three-term limit. The City Council appoints a professional City Manager to manage day-to-day operations. The City Council also appoints the City Attorney and Municipal Judge.

The City has an annual budget of \$18.6 million and is staffed by 83 employees.



Leadership and Innovation

The Council has identified several key strategic focus areas for the coming year: revenue enhancement, balanced budget, sales/use tax issue for the April 2017 municipal election ballot, and expansion of the newly voter-approved Local Marketing District.

Priorities for the next City Manager will include economic development, developing broadband for the community (currently underway), improving community aesthetics, and generating new revenue. The community is in a pivotal moment where there is the need to diversify the economy, give the community a “facelift,” and develop a plan for future growth.

Craig is heavily reliant on the coal, oil, and gas industries in and around the community. Due to a downturn in these businesses, there has been a direct impact on the City’s economy. While not in crisis mode, the City is very focused on ensuring financial sustainability and future growth through significant economic development, which will require a carefully planned strategic approach with both short- and long-range objectives.

The City is currently in the process of developing the annual budget, with budget reductions likely in the coming fiscal year. Craig is dependent on sales tax as its primary revenue source. The City is currently looking to implement a use tax in order to generate new revenues. The next City Manager will play a key role in guiding the budget development process, identifying new sources of revenue, and making the best use of available resources.

Ideal Candidate

The City of Craig seeks an innovative and visionary City Manager to guide the City on the path to sustainable growth while preserving its unique heritage and small town charm. The City requires a candidate who can develop a long-range strategic plan that focuses on economic development and citizen engagement. The chosen individual will help transform the community by improving its livability and economy through strategic visioning and collaborative partnerships that promote business development and job creation. It is crucial that the incoming City Manager have a thorough understanding of the regional economy and its impact on Craig.

The successful candidate will become a highly visible leader in the community and region, actively engage with citizens, and forge strategic partnerships with local organizations. The new City Manager will encourage strong relationships among a variety of agencies, such as the county, school district, community college, local chamber, and other community agencies and organizations. The City prides itself on the giving spirit of its citizenry and desires a City Manager who will share this attitude, willingly supporting non-profits and serving as an example to the community through serving others.



Ideal Candidate, continued

The ideal candidate will be a natural leader with exceptional interpersonal skills who will encourage a collaborative environment within the organization and community and foster harmonious working relationships with staff, Council, and other stakeholders. The City Manager will keep the Council fully informed on emerging issues, communicating pertinent information frankly and directly, but with a high degree of respect and optimism. In order to be successful in this position, the next City Manager must build and maintain close, positive, and productive relationships with City Council members and have the ability to skillfully guide the Council in the decision making process. The selected individual must be willing to work with, train, and educate new Council members, maintain open lines of communication, and provide direction as needed.

The chosen candidate must be highly ethical, foster a culture of transparency and accountability, and unite the organization with a shared sense of purpose. The City Manager will encourage staff to perform at a high level, promote teamwork, articulate expectations with clarity, and effectively delegate responsibilities. The successful candidate must be able to make well-informed, well-reasoned decisions and handle conflict and sensitive issues with tact and diplomacy. The next City Manager will seek consensus when possible but should not be afraid to challenge the status quo or take risks when it is in the City's best interest.

The selected candidate will be a fiscally responsible manager with a "Lean" orientation. Advanced financial and budget forecasting skills are required to ensure the City meets its fiduciary responsibilities, develops sustainable finance practices, and experiences the growth it desires. The City Manager will deftly guide the City Council and staff in managing costs, setting financial policies, and outlining financial strategies.

Education and Experience

The selected candidate must hold a bachelor's degree. Three to five years of experience as a City Manager or Assistant City Manager and a master's degree are preferred. An equivalent combination of education and experience may be considered.

Compensation and Benefits

The salary range for this position is \$115,000-\$140,000 annually depending on experience and qualifications. The City provides a 401(a) defined contribution plan through ICMA-RC with a 12% City contribution and 6% employee contribution. A comprehensive benefits package is also provided.



Application Process

Please apply online at: <http://bit.ly/SGRCurrentSearches>

For more information on this position contact:

Larry Gilley, Senior Vice President
Strategic Government Resources
LarryGilley@GovernmentResource.com
325-660-4208

This position is open until filled. To view the status of this position, please visit:
<http://bit.ly/SGRCurrentSearches>

The City of Craig is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.

Resources

City of Craig
www.ci.craig.co.us

Community Video Tour
bit.ly/craigvideotour

Craig Chamber of Commerce
www.craig-chamber.com

Craig/Moffat Economic Development Partnership
www.cmedp.org

Northwest Colorado Showcase
www.northwestcolorado.com

Moffat County Tourism Association
www.visitmoffatcounty.com

Moffat County
www.colorado.gov/moffatcounty

Moffat County School District
www.moffatsd.org

