

City of LAKE WORTH Florida



SEEKS EXCEPTIONAL CANDIDATES FOR THE POSITION OF

City Manager



LAKE WORTH

....Where the Tropics Begin

About the City

Lake Worth is a coastal city of 34,910 residents and 7 square miles, located 60 miles north of Miami in Palm Beach County, Florida. The Atlantic Ocean and the broad waters of the Lake Worth lagoon form the city's eastern boundary. Its location at the latitude where the subtropics of North America begin gives the City its extraordinary climate and landscape.

Lake Worth has old-Florida charm with sub-tropical climate, 5 historic districts, waterways and beach front, a municipal golf course, and an eclectic downtown shopping area.

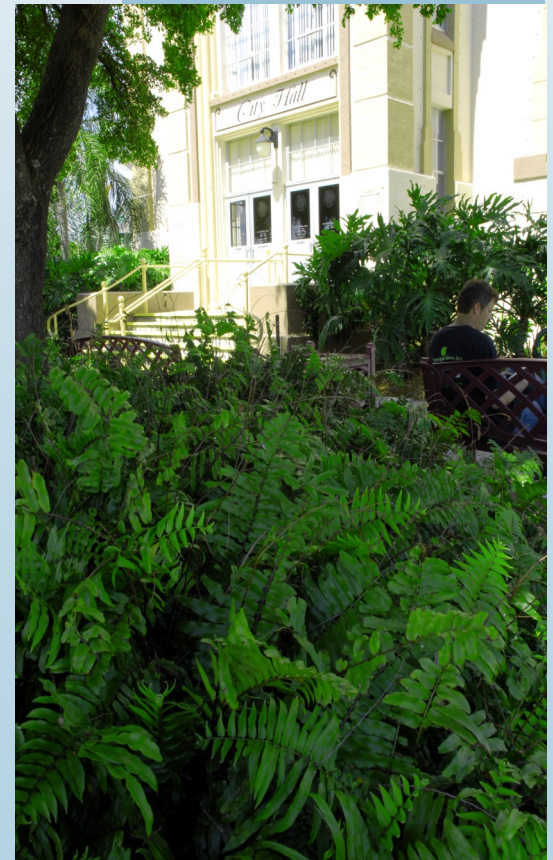
Lake Worth is a dynamic, multi-cultural city with a strong social, environmental consciousness, and pride in its identity. The City is one of the few towns in South Florida that has managed to retain its old-Florida flavor. City government officials and residents are very committed to maintaining that character, and protecting their town from over development.

The downtown is considered the artistic soul of Lake Worth with a historic theater and museum, live music clubs, coffee houses, art galleries, antique malls, retail stores, and many restaurants.

The City has a broad array of recreational opportunities, including the beach, boating in fresh and saltwater, a municipally-owned golf course, new fishing pier, a waterfront amphitheater, many parks, and athletic facilities.

City Overview

	City of Lake Worth	County
POPULATION		
2011 Population	32,629	1,302,815
2011 Households	12,058	533,267
2011 Housing Units	13,860	638,652
2011 Vacant Housing Units	1,802	105,385
2011 Families	6,664	341,579
Percent Pop Growth 2000 to 2011	2.81%	15.17%
Percent Household Growth 2000 to 2011	-0.49%	12.46%
Percent Housing Unit Growth 2000 to 2011	1.17%	14.78%
Percent Family Growth 2000 to 2011	-2.42%	12.45%
2011 Per Capita Income	\$17,527	\$31,696
2011 Land Area in Square Miles	4.6	1,974.11
Male	17,145 (52.55%)	637,324 (48.92%)
Female	15,484 (47.45%)	665,491 (51.08%)
Value Owner Occupied Housing Units		
2011 Own Occ HUs Median Value	\$139,851	\$198,459
2011 Own Occ HUs Avg Value	\$177,881	\$272,060



LAKE WORTH—Worth Considering

ABOUT THE CITY GOVERNMENT

The City incorporated in 1913 and has operated under a council/manager form of government since 1937. There have been six City Managers in the past twenty years.

The City Commission consists of a Mayor and four City Commissioners elected in city-wide, non-partisan elections for two year, overlapping terms. The City Commissioners represent specific districts. The Mayor is a full voting member of the City Commission and the presiding officer at City Commission meetings and is elected specifically to that office.

The Mayor and City Commission appoint the City Manager, City Attorney, and Internal Auditor. The authority and responsibilities assigned the City Manager by the Charter are consistent with the traditional council/ manager model of government.

Lake Worth has 248 full-time employees and an all funds annual budget of \$172 million. The budget is large for a city of this size because the City operates an electrical power plant.

In 2009 the City switched from a municipal police department to a contract for police services with the Palm Beach County Sheriff. In 2008, the City opted to enter into an interlocal agreement to contract for fire rescue services from Palm Beach County. The City provides water treatment and distribution services, and maintains the wastewater collection system, but contracts with a regional consortium for sewage treatment services.

The City's Community Redevelopment Agency has primary responsibility for the City's economic development initiatives. Its mission reflects the community values of "maintaining the character of the City and encouraging sustainable economic growth". The CRA's FY 2012 budget is approximately \$2.5 million. The City Commission appoints the CRA Board.

Challenges the City must deal with include a high incidence of absentee-ownership of residential properties, significant low income and immigrant populations, yearly election cycle, fairly high property tax rate, declining revenues and a decline in taxable value (a result of the economic recession and the severity of the housing downturn in Florida), and an aging power plant.

MAJOR PROJECTS

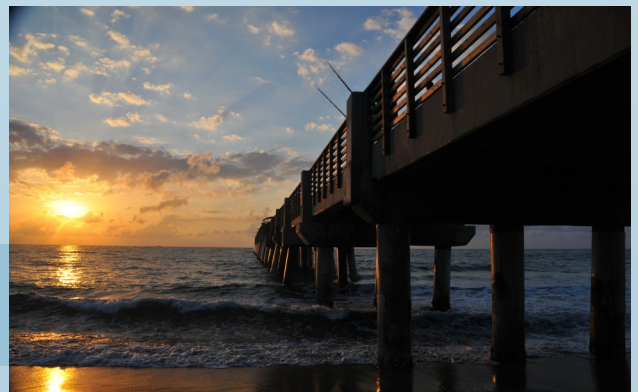
There are three very significant projects that are currently the focus of the City's attention.

1) THE CITY'S BEACHFRONT FACILITIES: Restoration of the City's historic beachfront casino building, which houses a municipal swimming pool, ballroom, beach users' facilities, and a variety of retail uses, is a project which all members of the City Commission consider a very high priority. This project is underway and expected to be complete by the end of 2012.

2) THE MUNICIPAL ELECTRIC POWER SYSTEM: Although Lake Worth has a municipal power plant; the city is an All Requirements Project (ARP) member of the Florida Municipal Power Agency (FMPA) and is contractually obligated to purchase all electric power requirements from FMPA. By that agreement the City's power generation capacity—which is adequate to meet the City's peak power demand of approximately 100 MW per day is assigned to and dispatched by FMPA.

The City gave FMPA notice of its intent to withdraw from the ARP in January 2014, at which time the City will have made other arrangements for its power supply needs. This decision was made for several reasons – high rates from FMPA, dependency of FMPA on natural gas for power production, the aging Lake Worth plant and generators, the City Commission's interest in including green technologies such as wind and solar in power production, and the short window of opportunity to withdraw from the agreement with FMPA. The City must evaluate alternative means for power production and/or sourcing and put them in production by 2014. The requests for proposals for a power supplier are currently being reviewed by prospective bidders.

3) WATER PRODUCTION FACILITIES: The City built a reverse osmosis (r/o) plant to increase its water production capacity. The plant opened and went into production late 2011.



A GREAT TOWN NEEDS A GREAT CITY MANAGER

The City of Lake Worth offers an exciting opportunity to an energetic, seasoned professional to improve the quality of municipal operations, plan and implement major capital projects, and partner with the City Commission and the community in defining the future of Lake Worth.

The City Manager is the chief administrative officer of the City and is responsible to the Mayor and City Commissions for the management and operations of all affairs of all departments within the City. The successful candidate will manage and control all matters and things pertaining to the day to day operations of the City.

All duties shall be performed in conformity with the ordinances or resolutions of the City and the statutes of the State. Standard office hours are required, along with substantial overtime work on nights, weekends, holidays, etc. as necessary. The successful candidate will be involved in directing and supervising the administration of all departments, and offices within the City and when deemed necessary responsible over departments and/or officers that may be created or appointed in the future.

The successful candidate will be responsible for; attending all City Commission meetings and taking part in the discussion; submitting to the City Commission and make available to the public a complete report on the finances and administrative activities, and any other reports concerning the operations of City departments and offices. The City Manager will perform advisory services to the City Commission concerning financial condition and future needs of the City and make recommendations to the City Commission concerning affairs of the City as deemed desirable. The successful candidate will execute such other duties as are specified in this charter or may be required by the City Commission.

EXPERIENCE REQUIREMENTS

Prior experience as a City or County Manager is strongly preferred; experience at the level of Deputy City Manager or Assistant City Manager will be considered. Experience with an electrical power operation is a plus. Candidates should have a minimum of seven years' experience in a senior management position in a city or county government of similar size and services as Lake Worth.

Military command or business executive/ownership experience will also be considered as a substitute for

municipal or county executive level experience.

An individual with comparable senior executive experience in other public, non-profit or private sector organizations will be considered, only if their experience involved significant interaction with the public and the delivery of a wide variety of services to the public.

Candidates should have a track record of obtaining a strong performance from staff (i.e. achieving established goals, completing major projects on time and budget, and holding staff accountable for high standards of performance, ethics and customer service). Evidence of innovative thinking and change management experience is a plus.

KNOWLEDGE, SKILLS, AND ABILITIES

This position is a high visibility position requiring the ability to interact with the public, employees, elected officials, and outside agencies and government officials. A high degree of oral and written communications skills is required, along with the ability to speak in public and represent the City in an official capacity. Strong knowledge of sound leadership and performance management, community-oriented problem solving, budgeting principles and practices, finance, and interpersonal skills, are a key requirement for this position.



A GREAT TOWN NEEDS A GREAT CITY MANAGER

SKILLS AND TRAITS NECESSARY TO SUCCEED IN THE POSITION

It is essential that the City Manager have the following qualifications:

- Excellent and concise written and oral communication skills.
- Public sector budget and finance management experience.
- Human resource knowledge with the ability to attract or retain quality staff.
- Decisive decision making skills that reflect good judgment.
- High level of integrity: conducts work in an honest and ethical manner.
- Ability to work the required hours necessary for the position with appropriate balance.
- Advanced communication skills: keeps themselves and the Commission informed of city projects, programs and issues in a complete, unbiased, honest manner not playing favorites and sharing information equally among the elected officials in a timely manner.
- Understands the policy prerogative of the City Commission in making policy and who offers ideas, suggestions, recommendations and options but at the end of the decision cycle faithfully and expeditiously carries out the policy direction of the City Commission.
- Ability to motivate staff to do their best, treats everyone with respect and who understands how to retain qualified and valued personnel for the betterment of Lake Worth.
- Leads by not micro-managing and allows department heads to perform with an ability to hold staff accountable in a collaborative and supportive manner.
- Experience in development and execution of strategic planning.
- A drive to embrace and support the cultural diversity of Lake Worth.

EDUCATION REQUIREMENTS

The ideal candidate must possess a Bachelor's degree (B.A.) in Public Administration, Finance, Management or related field from a four (4) year college or university. A Master's Degree (M.P.A) in Public Administration or a Master's Degree (M.B.A) in Business Administration is desirable. Membership in International City Management Association (ICMA), American Society for Public Administration (ASPA), or Florida City County Managers Association (FCCMA) preferred. ICMA Credentialed Manager designation desirable.

COMPENSATION & RESIDENCY REQUIREMENTS

Compensation for the next City Manager will be determined based upon qualifications and experience. Fringe benefits are competitive with the local market.

Residency in Lake Worth is desired, but will not be required if the successful candidate lives within a reasonable commute of the City. However, the City Manager must establish residence in the city within six months of appointment as City Manager.

Notice to All Applicants for Employment with the City of Lake Worth

Applicants for positions with the City of Lake Worth should know and be aware of the following:

- Applicants for employment who become candidates for available employment positions should note that employment is contingent upon satisfactory completion of all reference checks and pre-employment physical satisfaction (including drug and alcohol screening). Upon your request, information on the nature and scope of an inquiry, should one be conducted, will be provided you under FS 119.
- A valid driver's license is required.
- All applicants must agree to wear or use ALL PERSONAL PROTECTION EQUIPMENT required by the City and to comply with all Safety Policies and Procedures should they become employed by the City.
- All applicants who become employees of the City of Lake Worth must agree to the City's Payroll Direct Deposit Requirement.

The official posting for the City Manager position is located at the City's Website at: http://www.lakeworth.org/index.asp?Type=B_JOB&SEC=%7B7A58C4A2-7EC6-4104-84BB-0455AC7BoAEB%7D

