



# CITY ADMINISTRATOR

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SMITHVILLE, MISSOURI

EXECUTIVE SEARCH PROVIDED BY STRATEGIC GOVERNMENT RESOURCES



## MOTTO: THRIVING AHEAD

### THE COMMUNITY

**S**mithville, Missouri, is an upper middle-class suburb of Kansas City with a population of almost 10,000. Nestled between Interstates 29 and 35 and just north of Interstate 435, Smithville offers easy access to Kansas City's airport (MCI) and the rest of Kansas City's amenities while maintaining its own unique flavor for recreation, health, and wellness. Located next to picturesque Smithville Lake, with winding trails and two award winning 18-hole golf courses, plus a four-hole Academy course, Smithville is the place where Kansas City goes to play. The City's ideal location and rich history have attracted families to this dynamic community for generations.

Smithville was named for Humphrey and Nancy Smith who came west with their six sons and daughter from New York state in 1822 to find land and build a home. Settling along the Little Platte River, the Smiths established Smith's Mill, the first water-powered flour mill in Clay County. By the 1830s, a town site was laid out, and Smith's Mill became Smithville. On July 6, 1867, the town of Smithville was incorporated. In October 1979, the U.S. Army Corps of Engineers began impounding Smithville Lake, creating what is today a 7,200-acre lake with 175 miles of shoreline. Smithville Lake provides flood damage reduction, recreation opportunities, water supply, and storage capabilities, as well as fish and wildlife management.

Smithville's population began to boom in the 1980s and continues to see exponential growth as families are able to maintain a short commute to downtown Kansas City, enjoy the area's many

recreational opportunities, and take advantage of exceptional educational opportunities in one of the top school districts in the state. The City manages the growth in a way that supports local business and encourages new commerce with a nod to its history. Smithville is committed to protecting its natural surroundings while building an economy and lifestyle for the community with its natural resources and recreation as cornerstones for its future.

The City of Smithville is currently home to 25% more citizens than the 2010 Census forecast. The anticipated development of Twin Creeks to the south, which is expected to bring more than 30,000 new homes in the next decade, and a migratory trend of affluent city dwellers to the exurbs, is likely to increase Smithville's growth. The City currently has a median household income of \$75,384, an average home value of \$239,161, and a cost of living that is 13% lower than the national average.



## THE COMMUNITY CONTINUED

While many initially chose Smithville for taxes that are the lowest in the region, many residents are now requesting the amenities of a first-class suburb. To answer the desires of the community, the Board of Aldermen has recently adopted a new Strategic Plan, which includes opportunities to enhance the community's assets, establish a Priority Based Budget, and uses economic incentives to move the community forward. Specifically, the City is in the middle of a process to redevelop its historic downtown streetscape, connect its trails with the Lake, and assess the opportunities for a community center.

Smithville recently joined the Communities of Excellence 2026 project, which assists and supports communities to implement a Baldrige Based Framework to achieve and sustain the highest quality of life for their people. Communities engaged with Communities of Excellence 2026 will have set America on course to again lead the world in educational attainment, economic prosperity, health status, and other key measures of community health and well-being.

## AWARDS / RECOGNITIONS



**2ND BEST  
SUBURB TO RAISE  
A FAMILY IN  
CLAY COUNTY**  
(NICHE)



**2ND COOLEST  
SMALL TOWN IN MO**  
(ONLY IN MISSOURI -  
FACEBOOK)



**3RD SAFEST  
CITY IN MO;  
1ST SAFEST IN  
CLAY COUNTY**  
(SAFEWISE)



**5TH BEST  
KC SUBURB**  
(MOVOTO)



**6TH FASTEST  
GROWING CITY**  
(KC BUSINESS  
JOURNAL)



# GOVERNANCE AND ORGANIZATION

The City of Smithville is a Missouri Fourth-Class city with a mayor-council form of government. The governing body is made up of the Mayor and a Board of Aldermen consisting of six members elected from three wards, each serving staggered two-year terms. The Board selects a professional City Administrator to manage the day-to-day operations of the organization. The City has an annual budget of \$9.7 million and 51 employees.

## VALUES:

- TRUST
- HEALTH
- RESPECT
- INTEGRITY
- VISION
- ENGAGEMENT

## VISION

A thriving Smithville will embrace growth, encourage commerce, respect its past, and cultivate its natural surroundings.

## MISSION

The City of Smithville excels in providing support and security for its residents and businesses; promotes its attributes beyond the city limits; and wisely leverages its many resources for a thriving, healthy quality of life.

## CITY GOALS/OBJECTIVES

- 1 Smithville will be a growing economic city with a thriving downtown.
- 2 The Board will exemplify strong, courageous leadership.
- 3 Build a recreation-based quality-of-life community.

## 2017 BOARD OF ALDERMEN GOALS

- Implement downtown streetscape
- Complete south sewer line
- Initiate Strategic Plan
- Create Priority Based Budgeting
- Expand the trail system, connecting the downtown with Smithville Lake
- Annex appropriate areas around Smithville Lake
- Expand commercial and retail growth
- Analyze opportunities for a resort at Smithville Lake
- Analyze housing options that will enhance quality of life and economic development
- Analyze opportunities for a community center/pool (possible partnership with YMCA)

# LEADERSHIP AND INNOVATION

The City of Smithville is seeking an experienced, dynamic, and effective municipal city management professional to be its next City Administrator. The new City Administrator will continue to build a customer service-focused culture and will play a key role in overseeing several major projects and initiatives that are under consideration or development.

The new City Administrator will help build relationships with community partners, such as the Smithville School District and Smithville Area Chamber of Commerce, and initiate a cooperative economic development plan with community stakeholders while working to enhance the City's regional presence. The City Administrator will forge strategic plans that take into consideration the growth of the surrounding region and will analyze annexation opportunities.

The City Administrator will help identify redevelopment and retail opportunities, consider plans and marketing strategies for downtown revitalization, including events, arts, sidewalk improvements, streetscape, and a public square. Other development projects include a regional business incubator and analysis for the possible construction of a regional recreation and sports complex.

The continued implementation of the capital improvement plan is on the horizon, as well as the development of a new Five Year Plan. The City Administrator will initiate a Comprehensive Plan update that will include Communities for All Ages, corridor planning, traffic management, land use, and parks/trail enhancements. Additionally, the City Administrator will analyze and develop new revenue streams, enhance existing revenue opportunities, and analyze future staffing needs.



## IDEAL CANDIDATE

The City of Smithville seeks a visionary and creative municipal government professional to be its next City Administrator. The ideal candidate will be a positive leader who will build trust, inspire and motivate others by example, promote teamwork, and unite the organization with a shared sense of purpose. A strategic thinker of high integrity is strongly desired.

The City Administrator will possess a thorough understanding of municipal management practices, processes, and procedures and must have a general knowledge of City and state laws. The selected candidate will be an exceptional communicator with excellent listening, problem-solving, technical, project management, presentation, and media skills. An ability to identify and co-opt best practices, embrace emerging technology, increase professionalism, and promote innovation will be extremely important.





## IDEAL CANDIDATE CONTINUED

The ideal candidate will work productively with the Board, skillfully guiding members through the decision-making process, being politically savvy but never political, and communicating directly and frankly, but always positively and respectfully. Gaining an understanding of the Board's preferred method of receiving information and fully informing its members in the most appropriate and timely manner will be essential.

The chosen candidate will lead by example and will create and maintain a high-performance culture in which all employees flourish. The City Administrator will be a mentor with a collaborative management style who can build consensus and encourage collaboration within and across departments. The chosen candidate will be able to delegate with clarity and authority, hold staff accountable without micromanaging, and set clear expectations.

The next City Administrator will be a fiscally responsible manager with highly developed budgetary and economic development skills. The chosen candidate must have a sound business acumen, awareness of financial trends, and the ability to identify new revenue streams for the City. Building a close working relationship with the Smithville business community and ensuring that City policies, as well as personnel, are business-friendly will be on-going priorities. The City Administrator will work diligently to leverage the City's assets and will ensure the efficient use of available resources. Growth management and infrastructure management experience are strongly desired.

The new City Administrator must be highly visible and active in the community and the region, both professionally as well as socially. The selected candidate should understand the importance of community engagement and the value of public/private partnerships, with a willingness to forge new relationships and build on existing relationships. An approachable, respectful, and outgoing person who passionately embraces Smithville's culture, and genuinely supports its traditions, will be successful.

## EDUCATION AND EXPERIENCE

The selected candidate must hold a bachelor's degree from an accredited college or university with major course work in business administration, public administration, or a related field. A master's degree is highly desirable. Three years of experience as a city administrator/city manager or assistant city administrator/manager is required; department head experience of more than five years will be considered. Unique private sector experience will be considered. ICMA credentialing is a plus. Residency within the City of Smithville is preferred but not required.



## COMPENSATION AND BENEFITS

The salary range for this position is \$105,000 - \$125,000, depending on qualifications and experience. The City provides a generous benefits program, including health, dental, life insurance, and paid vacation and sick leave. The City offers a retirement plan through the Missouri Local Government Employees Retirement Program (LAGERS).

## APPLICATION PROCESS

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

For more information on this position contact:

**Kirk Davis, Senior Vice President**  
Strategic Government Resources  
[KirkDavis@GovernmentResource.com](mailto:KirkDavis@GovernmentResource.com)  
816-210-3543

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

The City of Smithville 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 Smithville**  
[www.smithvillemo.org](http://www.smithvillemo.org)

**Smithville Area Chamber of Commerce**  
[www.smithvillechamber.org](http://www.smithvillechamber.org)

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