

**OVERLAND PARK**  
K A N S A S



# CITY MANAGER

## CITY OF OVERLAND PARK, KANSAS

*Are you an experienced city manager eager to take on challenges to maintain and grow a large, successful Midwestern suburb with a team of outstanding professional staff? The City of Overland Park, a dynamic community of 200,000 residents -- recognized nationally for its remarkable quality of life and for providing outstanding services -- is seeking a strategic, collaborative and visionary leader with exceptional communication skills to serve as its next City Manager.*



PUBLIC SECTOR EXECUTIVE RECRUITMENT



# THE COMMUNITY

Overland Park, a vibrant and growing community strategically located in the southwest quadrant of the Kansas City metropolitan region, is spread over 75 square miles in northeast Johnson County. As the largest city in Johnson County, and the second largest city in the State of Kansas and in the bi-state Kansas City metro area of over 2.2 million people, Overland Park is a driving force for both the regional and statewide economies. Overland Park's daytime population swells to nearly 235,000 and is widely regarded for its professional and well-run operations, and a favorable business climate with over \$4 billion in annual retail sales plus significant, ongoing growth in residential, corporate office, commercial and technology related development. The community's exceptional schools, a variety of high-quality housing and neighborhoods, a durable economy and a remarkably high quality of life have consistently earned it national distinction as an outstanding place to live, raise a family, buy a home, and retire. In September 2021 Overland Park was ranked by Money Magazine as one of its top ten "Best Places to Live." Good governance, stable leadership and high-quality municipal services have all contributed to a strong financial position, as evidenced by the City's "triple-A" bond ratings from the nation's top three bond rating agencies, a distinction held with only a handful of communities in the nation.

Overland Park residents and visitors have easy access to a number of excellent medical and hospital facilities in the community including Overland Park Regional Medical Center, Menorah Medical Center, Saint Luke's South and Children's Mercy South hospitals. The City offers a low cost of doing business and has been able to attract a highly skilled and educated workforce. The community is widely recognized as one of the nation's most dynamic corporate centers and is proud to maintain a large presence by private employers that include T-Mobile, Black & Veatch, OptumRX, Yellow, Wells Fargo Advisors, Shamrock Trading Corporation, US Bank, and Netsmart Technologies, to name a few. The City works very closely and collaboratively with the Overland Park Chamber of Commerce on economic development matters and is a large contributor to the Overland Park Economic Development Council. The City also works closely with the staff and Board of VisitOP, the City's convention and visitors' bureau, which is funded by the City.



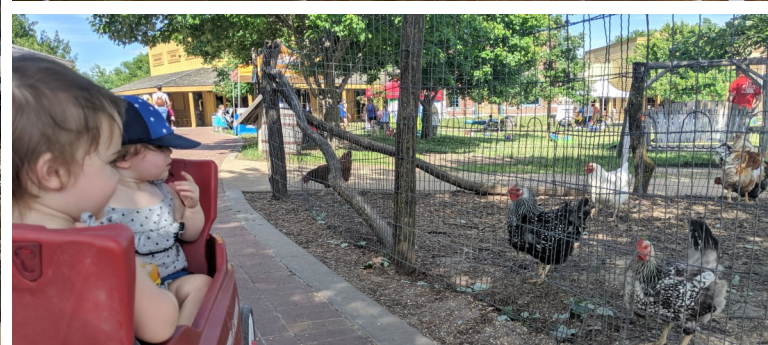


# THE COMMUNITY

Overland Park has been recognized as one of the best places to raise a family. This is based on a variety of criteria including excellent school districts, outstanding recreational amenities and family friendly attractions such as the 300- acre Overland Park Arboretum & Botanical Gardens that provides a recreational and cultural resource for the Kansas City Region. Overland Park's Deanna Rose Children's Farmstead is also a significant place of interest and learning center for residents and visitors alike. There are four public school districts serving the residents of Overland Park: Blue Valley School District, Olathe Public Schools, Shawnee Mission School District, and the Spring Hill School District. The districts have record of achieving excellence and are nationally recognized for their success. Several higher education institutions are located in Overland Park, most notably Johnson County Community College – an award-winning and nationally recognized institution of higher learning, and the University of Kansas Edwards Campus that offers a number of graduate and undergraduate programs to students throughout Johnson County and the region. The community has a wide spectrum of interesting and outstanding restaurants, cultural amenities, regional and neighborhood parks, bike and hiking trails, and outstanding public and private golf courses.

Some additional cultural, educational and recreational amenities in Overland Park include:

- The Johnson County Arts and Heritage Center that houses the Johnson County Museum, KidScape, resident theatre company Theatre in the Park, a fine arts program, an emerging arts program, and the Overland Park Historical Society,
- The highly regarded Nerman Museum of Contemporary Art is on the campus of Johnson County Community College,
- There are two public golf courses operated by the city of Overland Park: St. Andrews Golf Club and the Sykes Lady Golf Club,
- The Matt Ross and Tomahawk Ridge Community Centers, are both operated by the city of Overland Park,
- Scheels Overland Park Soccer Complex was named the top soccer facility in the nation by Livability because it is considered the only complex of its kind in the United States, covering 96 acres with 12 lighted, regulation size synthetic, turf fields with a cooling system to control turf temperature on hot days,
- Historic Downtown Overland Park, located in the heart of the city, boasts a highly successful farmers' market, new and existing residential neighborhoods, and a vibrant and charming walkable community of nearly 300 locally operated businesses.





## THE ORGANIZATION *(CONTINUED)*

Overland Park has successfully utilized long-range development plans to carefully manage growth of the community and the City's Comprehensive Plan is updated annually by the Planning Commission and the Governing Body. A five-year capital improvements plan is also reevaluated annually to determine priorities and improvements to public infrastructure, funded by a variety of revenue streams including sales and property tax revenues, special assessment districts, and other sources. The *Vision Metcalf Plan* was adopted over a decade ago to help guide redevelopment along Metcalf Avenue, a major north/south thoroughfare in Overland Park.

Overland Park offers its future City Manager, only its fourth since the City's incorporation in 1960, an outstanding opportunity to lead an exceptional and stable municipal organization in a community that offers a superb quality of life. To learn more about the City of Overland Park, please visit <https://www.opkansas.org/>.

## OUR MISSION

We plan, build, protect and preserve a lasting quality of life in Overland Park

## OUR VISION

We are a trustworthy, agile and innovative organization with an engaged workforce committed to strengthening the vitality of our community

## CORE VALUES

- **Service Commitment:** Providing courteous, timely, and helpful service to the public and each other
- **Stewardship:** Using resources wisely
- **Integrity:** Being honest, ethical and transparent
- **Respect:** Valuing diverse perspectives; treating all people with courtesy and dignity
- **Relationship Building:** Building and maintaining relationships, essential to our success and wellbeing
- **Pursuit of Excellence:** Committing to staff development and continuous improvement of service delivery







## GOVERNANCE

The City of Overland Park operates under a “Mayor-Council-City Manager” form of government, which combines the political leadership of elected officials in the form of a mayor and city council, with the managerial experience and training of an appointed city manager. The Overland Park City Council Members are the city’s policymakers, elected to represent various segments of the community and to focus on policies responsive to citizens’ needs and wishes. The Governing Body consists of a Mayor, elected at-large, and 12 City Council Members, who represent six wards within the City. All elected officials serve four-year terms and are elected in staggered terms. The Mayor appoints Council Members to four Standing committees: Finance, Administration, and Economic Development; Community Development; Public Safety; and Public Works. The Mayor also has authority to appoint special committees. The Governing Body is responsible for appointing a professional City Manager as the municipal organization’s chief administrative officer.

## THE POSITION

The mayor and city council appoint a manager to implement policies and ensure effective, efficient, and responsive professional service delivery to the entire community. The City Manager is responsible for overseeing all day-to-day operations and services provided by the organization. City services and operations are supported by 1,026 full-time employees and 154.4 full-time equivalent part-time employees. City employees, municipal services and capital improvements are supported by an overall (All Funds) budget of \$327.5 million and a 2022 General Fund Budget of \$230 million.

Overland Park is organized into 12 departments and divisions that provide a full range of services. In addition to Information Technology, the City organization is composed of Law, Police, Fire, Public Works, Planning and Development Services, Parks and Recreation, Finance and Administration, Human Resources, City Clerk’s Office, Municipal Court and the City Manager’s Office. The City is a full-service organization except for utilities and does not provide water, wastewater or solid waste removal services.

[\*\*CLICK HERE TO VIEW THE CITY’S ORGANIZATIONAL CHART\*\*](#)

The City also operates the Scheels Overland Park Soccer Complex, the Overland Park Convention Center, and additionally, oversees a not-for-profit entity, the Overland Park Development Corporation, created by the City for development and operation of the Sheraton Overland Park Hotel at the Overland Park Convention Center. The City also works with a not-for-profit foundation, the Overland Park Arts & Recreation Foundation. The foundation supports three major amenities: The Overland Park Arboretum, the Deanna Rose Farmstead, and the Overland Park Public Art Program.

# THE CITY MANAGER

The current City Manager has announced his retirement, effective March 1, 2022. He has served as the City Manager since January of 2011 and held other senior management positions in the City prior to that starting in July 2000. Appointed by the Mayor and City Council, the City Manager functions as the chief administrative officer of the City and is in charge of administering the policies and decisions made by the City Council and oversees the day-to-day operations of the City government. It is the City Manager's responsibility to ensure that all City services are delivered in an efficient and cost-effective manner and to provide vision and leadership to the City organization. The City Manager coordinates the official business of the Overland Park City Council, prepares, submits, and administers the council-approved annual budget and capital improvement programs, and acts as a liaison between the City Council, citizens, and the city organization. Positions reporting to the City Manager include the Deputy City Manager, the Assistant City Manager, the Assistant to the City Manager, and the following Department Directors/Offices:



- City Attorney
- Police Department
- Fire Department
- Public Works Department
- Planning & Development Services Department
- Municipal Court Administrator
- Emergency Management Coordinator
- Communications Manager

## DESIRED CAPABILITIES

The City Manager will provide dynamic organizational leadership, working with the executive leadership team to respond to the Governing Body, residents, businesses, and employees. During the first 12 to 18 months, the selected candidate may be asked to address the following priorities:

- **Review Current Staffing Vacancies and Rebuild Culture / Organizational Leadership:** Because of retirements and attrition, the organization will need to focus on recruitment, retention, and continuing / reestablishing a culture of leadership and excellence. The City Manager should develop a culture that places a high value on employees and provide an environment where they can develop and excel.
- **Support Implementation of *Forward OP*:** This community vision was established in 2018 and will be successful if other city and community plans and initiatives are aligned with the stated aspirations and desired outcomes over the next 2-3 decades.
- **Address Maintenance Needs of Aging Infrastructure:** The City must continue to balance its investments into the maintenance needs of aging infrastructure with continued economic development and growth.
- **Execute City's Comprehensive Plan Process:** Overland Park's Comprehensive Plan, in existence and updated regularly since the 1970s, is undergoing a major update that will require significant public input and participation, along with support from all municipal departments in order to achieve a successful and desired outcome.
- **Support Continued Downtown Revitalization:** Continue working collaboratively with the Downtown Overland Park Partnership, including support for the revitalization and reinvestment occurring in Downtown and revitalization of the Overland Park Farmers' Market.
- **Facilitate City Council Strategic Goal Setting:** Work with the Governing Body to develop a new vision and assist in establishing an updated set of short and long-term strategic goals for both the organization and community.
- **Assess Convention Center Hotel Status; Prepare Options for Review:** Assess future operational benefits and costs, and work with staff to prepare a set of long-term financial strategy options for City Council Consideration.



# CANDIDATE PROFILE

The Overland Park City Council desires to hire a highly regarded professional leader with outstanding communication skills to serve as its next City Manager. Candidates should possess a record of exceptional leadership and unquestioned personal and professional ethics and utilize a collaborative and team-oriented approach. Possessing the ability to effectively speak in public, write proficiently, and encourage transparency throughout the City organization is imperative. To be successful, the selected candidate must be able to establish and maintain effective working relationships with elected officials, the City's executive leadership team, employees, and the community. The new City Manager must also demonstrate patience, good instincts, excellent judgment, and the ability to say "no" when necessary. Ideally, the new City Manager embraces new technologies and promotes innovation throughout the organization

The successful candidate will be an effective team builder, exhibit a collaborative style and be committed to mentoring and developing employees. They will be pushing for continued professional development for both themselves and their team by participating in professional association activities at either the state and national levels, completing seminars and workshops, and keep up with changes and new technologies in their field. They must also be highly proficient and experienced in municipal finance, budgeting, and economic development, with an ability to lead and manage a multi-faceted organization in a high service urban / suburban community in a metropolitan area. The ideal candidate will be fiscally prudent, possess outstanding "people skills" and a record of exceptional leadership. The new city manager must demonstrate an ability to effectively communicate with the city council, employees and the community. Candidates should also have knowledge and experience working on planning and development, including projects that involve the use of public incentives. Experience working with affordable housing, neighborhood and commercial redevelopment and revitalization projects, and other development related projects is important and will be an advantage. Experience working on successful commercial, neighborhood and downtown revitalization and redevelopment is strongly desired. Candidates with a record of listening to and facilitating compromise and problem solving among competing stakeholder interests will have an advantage. The city manager will be expected to effectively negotiate on behalf of the City with developers, neighborhood groups, and other governmental and nonprofit agencies. Experience working for a similar sized municipal or county organization, or an organization of similar complexity in an executive and management capacity is important. A strong background in municipal budgeting, finance and strategic planning is also desired. Candidates must possess the ability to build strong relationships with neighborhood groups, local businesses, the Overland Park Chamber, CVB, Downtown Overland Park Partnership, MARC, KDOT, and other regional, statewide and federal agencies. Viable candidates must also possess the confidence and be capable of articulating policy issues relating to issues of social equity, diversity, and environmental sustainability when they are brought before the City Council for consideration.



## EDUCATION AND EXPERIENCE

To qualify for this position, the successful candidate should possess a Bachelors' degree in Public Administration, Business Administration, or a related discipline. A Master's degree is preferred. Candidates should be knowledgeable about municipal governance and operations and possess seven (7) years of increasingly responsible experience in an administrative and managerial capacity such as financial management, human resources, or a major operational area within a local government, or experience managing an organization of similar complexity. International City Management Association Credentialed Manager (ICMA) certification would be a plus.

## COMPENSATION AND BENEFITS

The starting salary for the new City Manager will be market competitive, depending on the experience and qualifications of the selected candidate. Employee benefits are outstanding, including employer retirement contributions for FICA; Kansas Public Employee Retirement System (KPERS – a defined benefit plan); and Municipal Employees Pension Plan (MEPP – a supplemental defined contribution plan). A voluntary 457 Deferred Compensation Plan is also offered as an option with no contribution by the City. The successful candidate will also receive an automobile allowance. A full range of leave and insurance benefits are also provided including a wellness plan plus health/dental/life insurance. Residency in the City of Overland Park is required. Relocation assistance will be negotiated in accordance with the City's policy.

[CLICK HERE TO VIEW THE CITY'S COMPENSATION / BENEFITS INFORMATION FOR 2022](#)



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## APPLICATION AND SELECTION PROCESS

Qualified candidates please submit your cover letter and resume online at

<https://www.bakertilly.recruitmenthome.com/3277>

This position is open until filled; however, interested applicants are strongly encouraged to apply no later than **Monday, March 14, 2022**. Following this date, qualified semi-finalist candidates will then be forwarded to the City for determination of finalists. On-site interviews will be offered to those candidates named as finalists, with reference checks, preliminary background checks and academic verifications conducted after receiving candidates' permission. The successful candidate will be subject to the City's pre-employment requirements including a drug screen and possible additional background checks. For more information, please contact **Art Davis** at [Art.Davis@BakerTilly.com](mailto:Art.Davis@BakerTilly.com), or by phone at **816.868.7042**.

*Overland Park, KS is an Equal Opportunity Employer and values diversity at all levels of its workforce.*



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