



City Administrator

EXECUTIVE
RECRUITMENT
PROVIDED BY  SGR



THE COMMUNITY

Situated within Colorado's beautiful Front Range, the City of Lafayette has long been the diverse, eclectic, and cultural hub of Boulder County. The community of just under 30,000 people is located northwest of Denver and 10 miles east of Boulder, offering a small-town atmosphere with the convenience of easy access to a major metropolitan area. This location, accessibility, and high quality of life have combined to make Lafayette among the state's most desirable locations for residential, commercial, and light industrial development.

Built upon lands first home to primarily the Cheyenne and Arapaho tribes, the Lafayette we know today began receiving European immigrants in the 1860s. Mary and Lafayette Miller moved to the area to farm land acquired as part of the Homestead Act in 1864. Coal was discovered on the Miller farm in 1887, launching the region's dynamic mining era. The town was incorporated in 1889, and by 1896 Lafayette was listed as one of Colorado's largest coal mining towns.

The community returned to its agricultural roots by the 1950s, and in the decades since, as Denver and Boulder have continued to grow, Lafayette's residential expansions have driven an economy based on commercial, small industrial, healthcare, and manufacturing. Among the most significant investments of late, Medtronic built a 388,150-square-foot medical technology and research facility, bringing roughly 1,100 jobs to the community.

Modern-day Lafayette, an area of 9.5 square miles, boasts an inescapable small-town sense of belonging, connection, and comfort. From its vibrant Old Town and distinctive neighborhoods to its unique arts and outdoor spaces, the city has a warmth and character all its own. Residents and visitors alike are invited to wander through alleyways of artwork, shop small businesses, indulge in one-of-a-kind dining, and celebrate the creative pulse that has been running through the city's streets for generations.

Old Town Lafayette is home to the WOW! Children's Museum, inspiring curiosity and creativity through hands-on experiences; the Lafayette History Museum, featuring artifacts from some of the town's founding families; and The Collective, a community arts center offering guest lectures, film series, and other programs. Catch a show at The Muse Performance Space, Tier Two Live, The Arts Hub, Nissi's, or the Center for Musical Arts. Enjoy the art around every corner with a self-guided tour of 50+ pieces of permanent artwork throughout town. The city also boasts a vibrant mix of restaurants, breweries, boutiques and novelty shops. These activities and the community events - from festivals to art fairs - keep residents busy year-round.

Beyond the city's urban charm, residents also enjoy the region's natural beauty. The community features over 1,600 acres of open space, including 20 parks and 20 miles of trail. The park system's crown jewel, the 147-acre Waneka Lake Park, offers playgrounds, picnic areas, sports fields, and watersports - and

THE COMMUNITY *continued*

Lafayette's portions of the Coal Creek, Rock Creek, and Erie regional trails connect the city to nearby Louisville. Adventure seekers can take a short drive to numerous national forests, Rocky Mountain National Park, the Pawnee National Grassland, and the state's most famous ski resorts.

Lafayette schoolchildren attend Boulder Valley School District, which serves about 31,000 kindergarten through 12th-grade students across 56 campuses. The community also has easy access to several colleges and universities, including the University of Colorado at Boulder, and Front Range Community College.

The median household income in Lafayette is approximately \$95,000 and the average home price is around \$700,000.



Photo by: Monica Burrows

MAJOR EMPLOYERS

MEDTRONIC

GOOD SAMARITAN
MEDICAL CENTER

CITY OF LAFAYETTE

TRU COMMUNITY CARE

WALMART

KPA, LLC

IMAGINE!

ROCKY MOUNTAIN
INSTRUMENT CO.

POWERBACK REHABILITATION

CONCRETE WORKS OF
COLORADO INC

COMMUNITY VISION

Lafayette's panoramic view of the Rocky Mountains inspires our view into the future. We value our heritage, our unique neighborhoods, a vibrant economy, and active lifestyles. We envision a future that mixes small-town livability with balanced growth and superior city services.

GOVERNANCE & ORGANIZATION

The City of Lafayette is a home rule city that operates under a council-manager form of government, with the City Council serving as the community's legislative body. Council enacts ordinances, appropriates funds to conduct city businesses, and provides policy direction for city governance through the city administrator.

The council consists of seven members who are elected on a non-partisan basis in odd-numbered years. Terms are staggered so that the City Council always consists of experienced members. Four seats must be filled each election year; the three councilors with the most votes serve four-year terms, and the fourth receives a two-year term.

The mayor and mayor pro tem are selected by the City Council for two-year terms. Under provisions of the Lafayette City Charter, the Council appoints the city administrator, city attorney, municipal court judge, city treasurer, and chief of police as well as all Planning Commission and advisory board members.

The City Administrator manages Lafayette's daily operations, including its 257 full-time-equivalent employees and an annual operating budget of just over \$100.2 million. One of the most significant projects currently underway is a financial partnership with Boulder County Housing Authority to facilitate the development of the Willoughby Corner Neighborhood, a 400-unit, net-zero affordable housing community expected to have some move-in units ready in summer 2024.

RECENT ACCOLADES

BEST PLACES TO LIVE IN THE US,
MONEY.COM

**4TH SAFEST SMALL CITY
IN COLORADO,**
MONEYGEEK

7TH BEST CITY IN COLORADO,
HOME SNACKS

**47TH BEST CITY TO
LIVE IN AMERICA,**
24/7 WALLSTREET

19TH SAFEST CITY IN COLORADO,
OUTTHERECOLORADO

MOST LIVABLE CITIES,
AARP

**GOVERNOR'S AWARD FOR
DOWNTOWN EXCELLENCE**

HEAL CITY,
LIVWELL COLORADO

BEST PLACES TO PLAY,
GOLF DIGEST

**SOLSMART AWARD –
GOLD DESIGNATION,**
U.S. DEPARTMENT OF ENERGY

INCLUSIVE CITY AWARD,
NATIONAL LEAGUE OF CITIES

TREE CITY USA,
ARBOR DAY FOUNDATION



STRATEGIC PRIORITIES

- Quality Community Amenities
- Affordable, Attainable, and Just
- Fiscal Responsibility
- Economic Prosperity
- Safe, Welcoming, and Inclusive
- Excellent City Services & Infrastructure
- Bold, Authentic Leadership
- Environmental Stewardship
- Sense of Place
- Mobile and Connected

ABOUT THE POSITION

Providing executive leadership to the organization and representing the City's interest in all matters of government, Lafayette's City Administrator plans, manages, oversees, and directs all day-to-day operations and activities, focused on meeting the goals and objectives established by City Council.

The selected candidate will be responsible for ensuring the organization's financial integrity, crafting comprehensive analyses on a wide range of policies, working in partnership with employees and external community members to deliver effective and innovative services, and providing administrative support to the City's elected leaders. They will also be asked to develop and maintain productive relationships with the local business community, other government entities, and the public, translating City Council's vision into the practical workings of projects and programs.

Other essential duties include:

- Directing, overseeing, and monitoring the development and administration of the City's annual budget.
- Developing and implementing capital improvement plans, a work plan, and strategic plans for a wide range of municipal activities.
- Overseeing and managing projects that may be sensitive, controversial, complex, or have great significance or public benefit for the City and the community, including leading intergovernmental activities and negotiations.
- Analyzing issues and opportunities, identifying solutions, and developing courses of action to respond to various organizational needs.
- Coordinating the legislative affairs for City Council, keeping abreast of proposed and new state and federal legislation, and directing the adjustments of City policies and procedures accordingly.
- Ensuring the City and its employees faithfully adhere to all laws and ordinances and enforce all terms and conditions imposed in favor of the City or its inhabitants in any contract or public utility franchise.
- Maintaining authority to appoint and remove all employees of the City and appoint the Urban Renewal Executive Director.



OPPORTUNITIES & CHALLENGES

The new City Administrator will want to focus first on listening deeply and authentically to the community, developing a positive working relationship with City Council, and becoming knowledgeable on the vision and priorities for the city. Additionally, the Administrator will want to become familiar with the City's on-going efforts:

- **Strategic Planning** - Lafayette recently completed an update to its Comprehensive Plan, and the new City Administrator will implement this plan focused on community connection and character, a strong economy, and environmental stewardship.
- **Capital Investment** - The City Administrator will ensure the city has the water and sewer infrastructure, other utilities, streets, parks and facilities necessary to serve Lafayette now and in the future.
- **Fiscal and Economic Sustainability** - City leaders and staff continue to balance the community's needs and desires with sustainable financial policies as well as encourage business development and retention to achieve continued economic stability.
- **Continuous Improvement** - Lafayette seeks to be efficient, effective, and innovative, and therefore is continuously looking for ways to assess and improve processes or procedures to best serve residents and the community.
- **Regional Cooperation** - Lafayette works in partnership with a number of agencies, organizations, and businesses. It's new leader will be participating in regional collaborative projects that have already started and will need to ensure the best interests of Lafayette are incorporated.
- **Staff & Relations** - It's Lafayette's talented staff who provide services to the community. To ensure the staff are trained and able to perform exceptionally, the City Administrator will need to earn the trust and respect of City staff and be actively involved in retention and development efforts of employees. Also, he/she/they will represent the City in labor relations with the local firefighters union.



IDEAL CANDIDATE

The City of Lafayette is seeking a passionate and visionary leader deeply committed to public service who understands the local government's unique role in creating and sustaining a healthy, vibrant, and resilient city where community members feel a sense of belonging.

The ideal candidate is a strategic thinker who can execute the City's vision, successfully perform all the duties listed in the About the Position page, and manage the various elements in the whole municipal system. These elements include municipal finance, human resources, public works, public safety, parks and recreation, library, arts and cultural services, public relations, community and economic development, and energy sustainability. Certain skills are particularly beneficial, such as knowledge of Colorado tax laws, tax increment financing, government purchasing laws and practices, and municipal bonds.

Valuing a diversity of perspectives, the ideal leader encourages broad engagement, collaboration, and inclusive and equitable experiences. He/she/they understand social, political, and economic trends and challenges and can navigate political and multi-sector relationships to find solutions that benefit the whole community. Also, the preferred candidate possesses a high degree of emotional intelligence, and has a blend of confidence, compassion, professionalism, and wisdom.

Overall, the ideal candidate has the skills, ability, and proven experience to effectively adapt to and find opportunities to advance Lafayette's internal operations and external services.



EDUCATION & EXPERIENCE

Candidates must hold a bachelor's degree in public administration or a closely related field and have 10 years of increasingly responsible management experience in public administration. A master's degree is preferred.

Any combination of education and experience that would provide the applicant with the desired skills, knowledge, and ability required to perform the job may be considered.

The selected candidate must be able to be bonded and possess or obtain a Colorado driver's license with a safe driving record. Please note that residency will be required after the selected candidate's appointment within a timeframe determined by the City Council.

COMPENSATION & BENEFITS

The City of Lafayette is offering a salary range of \$180,000 to \$220,000 for this position, depending on experience and qualifications. The organization's standard benefits package includes medical, dental, vision, life, and AD&D insurance, 14.5 paid holidays, generous paid leave, retirement, and access to fitness and wellness amenities. Benefits will be negotiable for this position.



Photo by: Monica Burrows

APPLICATION PROCESS

[Please apply online](#)

For more information on this position, contact:

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



The City of Lafayette is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in the provision of services. Applicants selected as finalists will be subject to a comprehensive background check.

RESOURCES

City of Lafayette
lafayetteco.gov

Promotional Video
lafayetteco.gov/2614/Year-in-Review-Video

City Administration
lafayette.gov/65/City-Administrator

Economic Development
lafayette.gov/109/Economic-Development

Lafayette Chamber of Commerce
lafayettecolorado.com

