



CITY MANAGER

Miami, Oklahoma

EXECUTIVE
RECRUITMENT
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THE COMMUNITY

The City of Miami is the “Gateway” to Oklahoma. Located in the northeast corner of the state at the confluence of two rivers, the Neosho and Spring Rivers, along Interstate 44, Miami is about an hour’s drive from Tulsa, and three hours from the state capital, Oklahoma City. Miami is the county seat for Ottawa County with a current city population of 12,913 within 9.8 square miles. Miami takes its name from the Miami Tribe of Oklahoma, pronounced “My-am-uh.”

Ten Native American tribes are located in or near Miami including the Cherokee Nation, Eastern Shawnee Tribe, Miami Tribe, Modoc Nation, Ottawa Tribe, Peoria Tribe, Seneca-Cayuga Nation, Shawnee Tribe, Quapaw Nation, and the Wyandotte Nation. The Inter-Tribal Council, Inc. of Northeast Oklahoma headquartered in Miami is a consortium of nine tribes founded in 1966 to represent the interests of American Indian residents within a seven-county area and works in cooperation and partnership with the City of Miami to best serve the community.

Miami is recognized and known for its rural lifestyle, rich Native American heritage and culture, historic Route 66 running through downtown, unique and varied entertainment, abundant quality of life offerings available, and extensive recreational opportunities.

The Coleman Theatre Beautiful, a historic vaudeville theatre and movie palace built in the 1920s, is a beautifully restored jewel in downtown Miami. The Coleman seats 1,200 for an often-packed house hosting plays and theater performances, ballets, concerts, receptions, conferences, movies, and

events. Miami’s downtown sees thousands of visitors from across the nation and worldwide traveling historic Route 66 which is Miami’s Main Street. Visitors flock here to the original nine-foot-wide section of the Ribbon Road constructed in 1920s, one of only two sections of the original road remaining intact.

The Neosho and Spring Rivers run into the nearby Grand Lake O’ The Cherokees created when the hydroelectric generating Pensacola Dam was built in 1940. With a surface area of 46,500 acres and 1,300 miles of shoreline, Grand Lake offers a variety of recreational activities for residents and tourists and is consistently ranked a top bass fishing lake. The Neosho River running through Miami is ideal for kayaking, boating, and fishing. Each spring, anglers line the banks of the Neosho to try the exciting sport of snagging the prehistoric Paddlefish, known to locals as “Spoonbill.”

Miami offers a strong commitment to providing quality of life events, and opportunities including many parks, sports and recreation facilities and fields, and one of Oklahoma’s largest municipal swimming pools, the popular Splash Pad Park with a Pirate Ship Playground, new accessible play equipment, and an Outdoor Learning Area provided by tribal partners. Local events include Rodeo Miami, the American Cowboys Rodeo Associations (ACRA) National Rodeo of the Year consistently for 13 years, Rt. 66 Heritage Fest, an annual free concert and festival drawing thousands, NEO A & M College’s High School Basketball Tournament, the Ottawa County Free Fair; numerous Downtown Christmas and holiday events, Tribal Pow Wow and events, the Route

THE COMMUNITY *continued*

66 Arts and Humanities Festival, and much more. The City Manager must understand the unique diversity of the community and have an appreciation for how cultural differences in the community contribute to quality of life.

The Arts & Humanities Council created a downtown Route 66 Cultural District which now includes numerous colorful building murals and a Route 66 Art Park. These efforts and the newest addition of the Miami Ok Main Street program help preserve Miami's history and culture and create a beautiful, thriving, and exciting community hub. The new City Manager should have an understanding of how the cultural resources of the community contribute to the economic development and redevelopment efforts of the City and work to foster those resources as part of the City's strategic plan for arts and culture.

Current major employers in the area include Integris Hospital, Umicore, a manufacturer of electro-optic materials for solar power, 3M which produces boron for use in semiconductors, Thermo Fisher Scientific, J-M Farms, Scepter, Hopkins, Valencia Pipe Co., Purina, and Newell Coach. Several major retailers and companies have set up shop or will open here soon – just this year, two new Dollar General retailers, Scooter's, 7 Brew, Millie's Furniture have opened their doors. Additionally, a new Mexican restaurant is currently being built; a Popeye's and a Starbuck's coffee shop are on track to open, and more exciting projects are being developed and will soon be announced. Shortly, Vance Auto Group will commence construction of its new Dodge/Jeep dealership. As a result of this economic growth, the City has seen record-breaking sales tax collections of over \$8 million indicating a strong local economy.

Educational opportunities abound with the Miami Public School system educating 2,110 students, with 157 certified staff and administrative members within nine facilities. Miami is home to Northeastern Oklahoma A&M College – one of the fastest growing two-year colleges in the nation, offering great degree programs to support academic paths including certificates, two-year degrees or academic paths leading to a four-year degree. NEO offers associate degrees in arts, science, and applied science and collaborates with area universities to offer select bachelor's degrees. The nearby Northeast Tech Afton Campus offers career training for area students with an average enrollment of 500 plus students for more than 40 years.

In 2014 an \$8.8 million campus football stadium was built at NEO with the collaboration of the City of Miami and Miami Public Schools to be utilized for college and high school sports and as a regional event center. The new stadium and expansion doubled seating capacity and added seven sky boxes.

The City of Miami has invested heavily in utility and street infrastructure improvements with \$7 million in water and sewer, and \$8 million in electric improvements in the most recent three years. A top budget priority, the 2023 City Street work was funded by the third largest capital improvement budget for streets in the past 10 years. Additionally, a new \$3 million terminal will soon be constructed at the Miami Regional Airport.

The City of Miami is a Certified Healthy Oklahoma Business and Certified Healthy Oklahoma Community. The median income is \$44,010, the media home price is \$105,000, and the median age is 35.



GOVERNANCE AND ORGANIZATION

The City of Miami functions with a council-manager form of government. The Miami City Council is made up of the Mayor, who is elected at large, and four Council members each elected by the respective four city Wards for three-year terms.

The City Council appoints a professional City Manager who is responsible for the day-to-day operation of the City. The City Manager is also the General Manager of the Miami Special Utility Authority. Miami is a full-service city including Police, Fire, Library, Convention and Visitors Bureau/Tourism, Community Development, Information Technology, Human Resources, Electric/Water/Sanitation/Sewer, Public Works and Administrative Services. The City Attorney and City Prosecutor report to the City Council.

The City of Miami currently has 202 full-time employees, plus 15 part-time and 64 seasonal employees. The annual operating budget is \$87.6 million. The City's Standard and Poor's bond rating is A-Stable. The Fire Department operates two stations and maintains an ISO rating of 3.



LEADERSHIP AND INNOVATION

The City of Miami has seen recent exciting gains of economic growth and development both in new business and industry and expansion of existing businesses. Economic development, facilitating development of housing at all affordability levels, attracting a larger and diverse workforce, are key priorities for the next City Manager to continue the momentum forward working towards a greater goal to become a City of vision and progress. With determination, strength, and the innovative leadership of the Miami City Council, the dedication and drive of the City Administration and Staff, much was accomplished, and the ideal new City Manager will lend leadership skills and motivation to the team to further progress.

IDEAL CANDIDATE

The City Council is interested in maintaining stability for the City and wants a professional desiring to make Miami their home. The next City Manager will be expected to participate in various aspects of community life, be visible and approachable within the community, work with staff to communicate the City's efforts, and continue building partnerships and relationships so vital to Miami.

The City Manager should be a strong relationship builder experienced with intergovernmental relations. A solid working relationship must be developed with various stakeholders and groups including the area tribes, schools, other regional city leaders, and local and county officials. The successful candidate will demonstrate a personable, collaborative style with professional communication skills.

Since flooding and water levels influenced directly by the operations of the Pensacola Dam hydroelectric facility at Grand Lake greatly impact Miami, the City Manager must be able to manage mitigation, pursue effective interaction with state and federal agencies to ensure ongoing measures are taken to control, mitigate and avoid such impacts.

Strong financial skills are required, and the successful candidate will have skills to prioritize a budget, negotiate and manage police and fire union contracts, and maintain financial accountability and transparency. The chosen candidate will have a proven record of building a cohesive team among City Staff. The new City Manager should demonstrate solid staff development and performance appraisal abilities.



EDUCATION AND EXPERIENCE

The successful candidate will have a bachelor's degree in public administration, business administration, engineering, or a related field, with a minimum of five (5) years of progressively responsible city management, or related management experience, as well as budget administration experience. Union contract negotiation and management experience is highly desirable. A master's degree in public administration, business administration is preferred but not required. Water, sewer, and electric utility experience is a plus.

COMPENSATION AND BENEFITS

The starting salary will be in the \$120,000 to \$150,000 range, depending on qualifications and experience. The City will provide deferred compensation as well as a car allowance. A generous range of leave and insurance benefit is also provided. Reasonable relocation expenses will be reimbursed.



APPLICATION PROCESS

[Please apply online](#)

For more information on this position, contact:

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RESOURCES

City of Miami, OK
miamiokla.net

Miami Regional Chamber of Commerce
miamiokchamber.com

