



## DIRECTOR OF PUBLIC WORKS / ASSISTANT CITY MANAGER

The City of Sioux City (*population 81,617*) is looking for a new **Public Works Director / Assistant City Manager** to successfully manage a \$27,000,000 budget, \$136,000,000 5-year CIP, and 114 employees within Engineering, Central Maintenance Garage (Fleet), Streets and Parking divisions.

### The ideal candidate will be:

- ◇ An effective Change Manager with a track-record of best-practices, performance measurement, and Visionary, Team Builder and Influencer
- ◇ An excellent Communicator & Customer Servant
- ◇ An excellent Project Manager, Collaborator & Leader
- ◇ Technically-skilled, Educated and Experienced in both Public Works Management and City Management

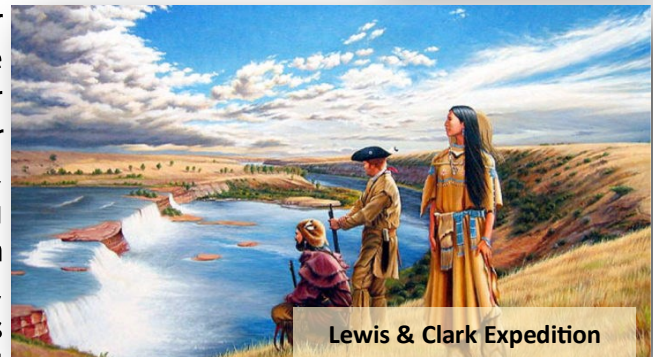




Historically, this area of Iowa was inhabited by speakers of the Siouan languages. Before the arrival of Spanish and French fur trappers - the **Yankton Sioux, Omaha, and Oto** peoples were the main Native American tribe living in the area in the early 1800s. In 1803, France sold a cast portion of central North America to the United States of America. The area encompassing the **Louisiana Purchase** was largely unexplored, until **President Thomas Jefferson** send out the Corps of Discovery under **Lewis and Clark** to scientifically survey and document the area. In 1804, the **Lewis and Clark Expedition** set up camp near what would become Sioux City, Iowa.



In 1849, French-Canadian fur trader **Theophile Bruguier** is believed to have been the first official settler in the area. Other fur trappers settled in the city and in a matter of few years the small community flourished. Bruguier convinced another fur trade outfitter from Council Bluffs, **James Jackson** to come upriver and establish a trading post. Jackson convinced his father-in-law, **Dr. John Cook** of the area's potential as a future city, and in 1854, in his official capacity as **Surveyor for the United States Federal Government**, Dr. Cook laid out and established the town of Sioux City. In 1857, the Town of Sioux City was incorporated with a population of 400 residents.



Lewis & Clark Expedition

With the development of commercial routes via the many Rivers crossing the area, and via railroads between 1856 and 1868, large factories and immigration began sprouting. During the second half of the 19th century, Sioux City was a major exporter of livestock and corn. Within 10 years, the local population grew from 7,500 (1880) to 38,700 (1890).

Sioux City experienced severe weather and flooding during the last decade of the 1800s, and again between 1950 and 1960. Although these natural disasters caused problems for the local economy, the City has experienced significant urban renewal, urban development, new public attractions including museums and theaters. In 1962, and again in 1990, Sioux City was twice named an **All-America City** by the National Civic League.

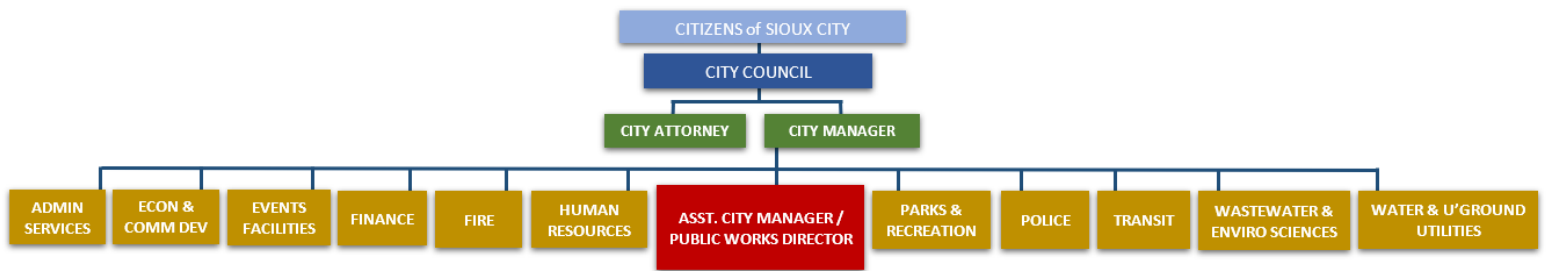
Today Sioux City is a thriving city with a clear vision: *becoming a community where people want to live, work, visit and raise a family.* A city proud of the past and focused on the future!

### More details about Sioux City's and Iowa's History:

- [Iowa Arts & Culture \(Official Site\)](#)
- [The Sioux City Historic Commission](#)



Sioux City Art Center



# GOVERNANCE

## City Council

Sioux City is governed by a **Council-Manager Form of Government**.

The [City Charter](#) was ratified by a local election on 7 November 2006 wherein the voters voted to modify the form of government from the council-manager-at-large to the council-manager-at-large with the mayor elected by the qualified electors of the city.

The Mayor and 4 Council Members are elected for a four-year term. The Mayor is considered as a Council Member and has voting power on all City matters. He can also appoint a Council Member as *Mayor pro tem* following each City election.



The City Council appoints a City Manager, City Attorney, and members to serve on Boards & Commissions.

- **Mayor, Bob Scott**, Mayor since 2012; Term until 2028.
- **Mayor Pro-Tem, Dan Moore**, Council since 2014, Term until 2026.
- **Councilmember, Matthew O'Kane**, Council since 2022; Term until 2026.
- **Councilmember, Alex Watters**, Council since 2017; Term until 2026.
- **Councilmember, Julie Schoenherr**, Council since 2020; Term until 2028.

## Management Team

The City Manager is appointed on the basis of his or her executive and administrative qualifications by the City Council. The City Manager is responsible for preparation of the annual & capital budgets, management of the City's assets, procurement, personnel, and the effective / efficient organization of all 12 City Departments and 878 part-time and full-time employees under his direct and indirect authority.

Sioux City is a full-service city with **\$1.121** billion in assets, a FY2024 operating budget of **\$179.71** million, and a 2023 general Ad Valorem tax rate of **\$15.41950** per **\$1000** of assessed valuation.

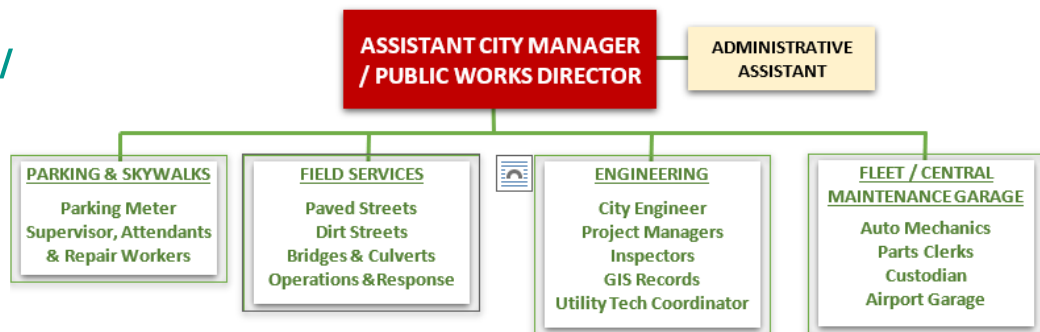
A highly-qualified Management Team dedicated to working together awaits you. The Team includes:

- **City Manager** with the City since 1999 (24 years). City Manager since 2013.
- **Director of Public Works Director (former)** was with the City for 7.5 years. Position has been reclassified to include Assistant City Manager.
- **Assistant City Manager** with the City since 2006, manages Airport, Admin. Services, Transit.
- **Director of Underground Utilities / WTP** with City since 2002. Director since 2020. 33 FTEs
- **Chief of Police** 27 years with the City, 6 as Chief. Manages 125 uniform and 25 non-uniform FTEs over Uniform, Investigative and Support services.
- **Chief of Fire & Rescue** with the City since 1993, Chief since 2008. 144 FTEs over Suppression, EMS, Community Risk Reduction and Training.
- **Director of Human Resources** since 2016.
- **Director of Parks & Recreation** since 2014. 8 pools/ pads, 33 trail miles, 59 parks, 3 cemeteries.
- **Director of Utilities WWTP & Recycling** since 2001. 60 FTEs, 1 WTP & 2 WWTP, Recycling, Solid Waste, Storm Drain.
- **Director of Finance** with the City since 2013.
- **City Attorney** with the City since 2008.



## Director of Public Works / Assistant City Manager

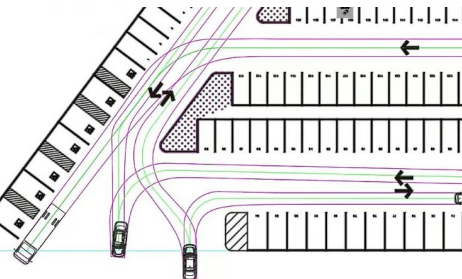
This Executive-level position reports to the City Manager.



The Assistant City Manager / Public Works Director is responsible for managing an annual budget exceeding \$27,000,000, a 5-year Capital Improvements (CIP) budget of \$136,000,000,

There are 114 employees working in 4 divisions with principal functions which include:

- **Engineering (14 FTEs):** Engineers, Project Managers, Inspectors, GIS / Records Clerks, and Project Coordinator.
- **Fleet / Central Maint. Garage (22 FTEs):** Mechanics, Parts Clerks, Airport Garage.
- **Parking & Sidewalks (5 FTEs):** Parking Meter Attendants and Meter Repair Workers.
- **Field Services / Streets (69 FTEs):** Street Maintenance Workers, Street Cleaners, Culvert / Bridge Maintenance Workers, Traffic Signals, Signs and Barricades Technicians.



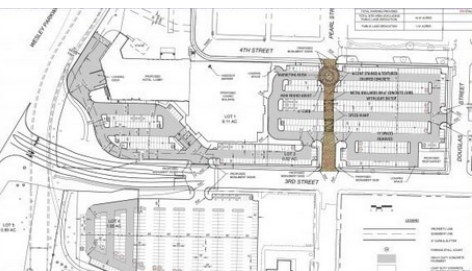
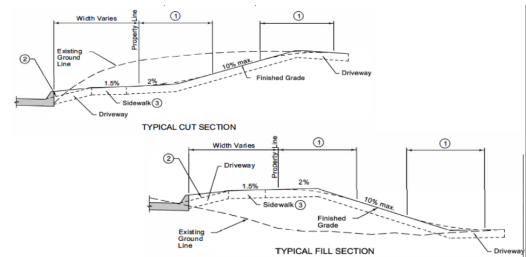
### Parking & Skywalks

FY2022: maintained >1,300 meters, 3,359 parking stalls / ramps generated >\$284,000 in revenue, snow/ice removal, painting & marking streets / curbs.



### Field Services

FY2022: 42.6 miles of sidewalks, >12,600 lane miles of streets, 24,555 linear feet of cracks sealed, 35,242 potholes patched; 53 parks (1,119 acres), 33 trail miles 1,700 streetlights, and 21,000 traffic signs.



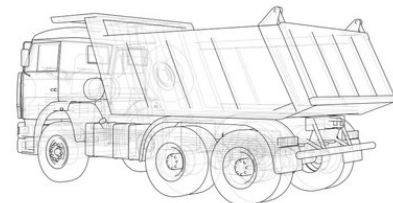
### Engineering

FY2022: completed 53 projects of \$34.8m; Permits issued: 867 sidewalk repair, 256 ROW Improvement, 70 homes, 49 commercial industrial bldgs.



### Central Maintenance Garage/ Fleet

FY2022: Implemented an Automated Vehicle locator system, \$225,700 in total auction proceeds, and replaced 54 units at an estimated cost of \$841,943.





# THE IDEAL CANDIDATE

## Steady, Proven Leadership & Continuity

- ◇ Has a track-record of building highly-effective Management Teams, lifting an organization;
- ◇ Experienced in managing Capital Infrastructure Construction, Deferred Maintenance, Asset Management and Long-Range Planning;
- ◇ Meets regularly with Management Team and encourages Division Managers to lead;
- ◇ Effectively assigns work, maintains accountability and reports progress;
- ◇ Prepared with relevant facts and figures when presenting to the City Manager & City Council;
- ◇ Effectively identifies and corrects inefficiencies;

## Collaborator, Team Builder & Influencer

- ◇ Highly effective written & verbal communicator;
- ◇ Integrity, charisma, and strong moral character;
- ◇ Outside-the-box, tactical administrator;
- ◇ Collaborates w/ staff and external stakeholders;
- ◇ Effectively delegates authority, and actively promotes performance measurement;
- ◇ Approachable and positive, has an infectious attitude; mentors motivates and inspires others;
- ◇ Attracts, retains employees who love the City;

## Customer Relations; Customer Service

- ◇ Experienced in building a strong Customer Service culture;
- ◇ Instills passion and focus among employees and other team members;
- ◇ Honest, enthusiastic, sincere and transparent;
- ◇ Effectively communicates with and listens to elected officials, department heads, employees and citizens privately and in the public forum;
- ◇ Visible in City Departments; builds 'connected' relationships between City Departments;

## Communications & Technology

- ◇ Uses modern communications media to increase the visibility of the City and inform the public of departmental success;
- ◇ Builds and implements an effective social media strategy to engage and inform the public;
- ◇ Advocates the use of emerging technologies by all employees;
- ◇ Use of technology to receive input from the public on immediate needs; receive feedback on service quality;

# OPPORTUNITIES & FUTURE CHALLENGES

- Developing work plans, using Key Indicators to improve and measure performance;
- Strong advocacy for the department;
- Restoring confidence in the department;
- Improving the external perception of the value of the department;
- Improving departmental morale and culture;
- Employee retention and attraction;
- Deferred maintenance Rates & Service Fees;
- Capital Infrastructure (CIP) replacement;
- Long-range Planning and Forecasting;
- Implementing modern systems, tools & processes:
  - *Work-order System*
  - *Internal Controls*
  - *Procurement Policies*
  - *Time Management*
  - *Asset Depreciation; Replacement*
  - *Building Inspection efficiency*
- Communications Technology:
  - *Improved Customer Service resources*
  - *Modern Technology for Utility Operations*
  - *Building Inspection—Mobile Field Reporting*

## Important Documents (*links*)

[Strategic Plan 2022-2025](#)  
[Citizens Guide 2023](#)  
[Comprehensive Plan \(draft\)](#)  
[2002 Comprehensive Financial Report \(CAFR\)](#)



# QUALIFICATIONS

## Education & Experience

- ◇ Bachelor's Degree in Public Administration, Business Administration, Civil Engineering, Utility Management or related field from an accredited four-year university.
- ◇ Five (5) or more years of experience in managing a local government,
- ◇ Extensive experience managing all phases of public works, civic capital improvement administration or private construction projects.
- ◇ Strong Strategic Planning, Performance Management / Measurement, Personnel and Financial Management experience.

### *Desired*

- ◇ Master's Degree preferred but not required.
- ◇ Engineering certificate is not required.

## Essential Duties and Responsibilities

Assistant City Manager / Public Works Director is responsible for managing all aspects of the Public Works Department\* functions including *Engineering, Central Maintenance Garage, Streets, Fleet Operations and Parking divisions*, and also:

- ◇ Works with City staff to develop programs and operational efficiencies.
- ◇ Analyzes current or potential City operations and recommends appropriate courses of action to the City Manager.
- ◇ Assists the City Manager with strategic and tactical planning determining both short term and long term needs.
- ◇ Assists in the development of the City's annual operating and capital budgets.
- ◇ Represents the City Manager in interactions with elected / appointed state and local government officials, business owners and managers, neighborhood groups, boards and commissions, employees, citizens & customers.
- ◇ Appears before groups and organizations as the City representative to explain activities, programs and policies.
- ◇ Assists the City Manager with the preparation of the Council agenda.

\* May be responsible for additional departments.

~ [Assistant City Manager Job Description](#) ~  
~ [Public Works Director Job Description](#) ~

## Past Public Works Directors

The prior Public Works Director was with the City for 7.5 years.

# COMPENSATION

## Compensation

- \$121,144 to \$169,636 / year salary (DOQ)

## Benefits

The City of Sioux City offers one of the most competitive benefits programs in Iowa .

- [Medical \(90%\), Dental \(100%\)](#)
- [Long-term Disability](#)
- [Flex Spending Accounts](#)
- [Life Insurance: \\$10,000 to \\$300,000 \(+family\)](#)
- [Retirement: Deferred Comp. 457 & Pension](#)
- [Health Reimbursement Account](#)
- [Wellness Program](#)
- [Employee Assistance Program](#)
- [Professional Development & Memberships](#)
- [Pet Insurance](#)
- [Vacation Leave: 4 weeks / 160 hours per year](#)
- [Sick Leave: 8 hours per month](#)

~ [Benefits information HERE](#) ~

## Residency

The City Manager, Assistants and all Department Heads are required to reside within the City Limits.

## Equal Opportunity

The City of Sioux City promotes equity and inclusion of protected classes including sex, ethnicity, color, familial status, gender identity, age, marital status, national origin, geographic background, race, creed, religious and spiritual beliefs, sexual orientation, socioeconomic status, mental and physical disability, or veteran status in admission to, access to, or operations of its programs, services, or activities.

## Confidentiality

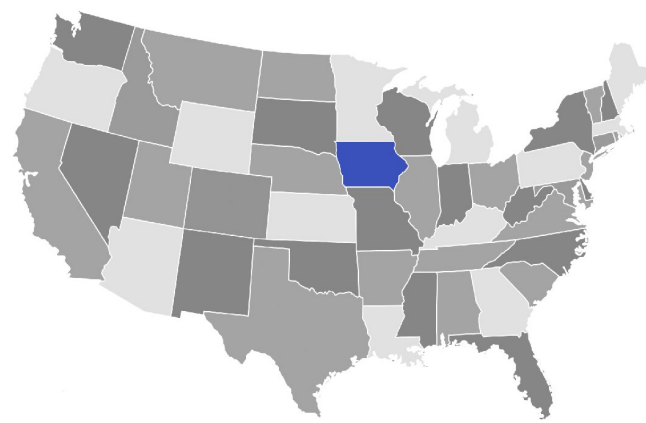
Under Iowa Law, employment applications for a position with a governmental entity must be kept confidential if confidentiality is requested unless applicants consent to public disclosure.



## GEOGRAPHY

Sioux City, is the 4th largest city in Iowa. It's a dynamic, urban city with a small-town feel near the center of the United States bordered by the **Missouri, Big Sioux and Floyd Rivers** in Western Iowa bordering South Dakota (northwest) and Nebraska (west).

Sioux City is within a day's drive to Omaha & Lincoln (NE), Kansas City and St. Louis (MO), Chicago (IL), Oklahoma City (OK), Dallas (TX) & Denver.



### Air Travel

- **Sioux Gateway Airport (SUX)** is a public and military airport 7 miles south of Sioux City. It is serviced by United Express.
- **Omaha International Airport (OMA)** (99mi) is served by Alaska, Allegiant, American, Delta, Frontier, Southwest, Sun Country and United.

**Top destinations include:** Atlanta, Chicago, Denver, Houston, Newark, Jacksonville, Los Angeles, Las Vegas, Miami, New York, Orlando and San Diego.



### Driving Distances

<b>Omaha, NE</b>	(1.5 hrs)
<b>Lincoln, NE</b>	(2.1 hrs)
<b>Des Moines, IA</b>	(3 hrs)
<b>Kansas City, MO</b>	(4 hrs)
<b>Minneapolis, MN</b>	(4.4 hrs)
<b>St. Louis, MO</b>	(7.5 hrs)
<b>Chicago, IL</b>	(7.5 hrs)
<b>Oklahoma City, OK</b>	(8.2 hrs)
<b>Denver, CO</b>	(9 hrs)
<b>Dallas, TX</b>	(11 hrs)

The City has an incorporated area of 59.6 square miles—58.46 sq/mi is land and 1.2 sq/mi is water.

## COMMERCE

The area's economy lies mostly around the logistics support industries, food and steel production. Sioux City has a low unemployment rate of 2.2%. The Siouxland Region, which includes parts of Nebraska and South Dakota, is the #1 region for economic growth in the USA for regions within a population of 200,000 or less. Quality of life, cost of living, desirable infrastructure and transportation, as well as cost of housing are other factors that attracts businesses and top-shelf workforce into the area. The top employment sectors are: food production, education, and Government.

Business	Sector	FTEs	Business	Sector	FTEs
<b>Tyson Fresh Meats</b>	Food Production	4,500	<b>UnityPoint Health St. Luke's</b>	Health Care	1,500
<b>Seaboard Triumph Foods</b>	Food Production	2,400	<b>Hy-Vee</b>	Grocery	1,023
<b>Sioux City Community School District</b>	Education	2,370	<b>185<sup>th</sup> Air Refueling Wing</b>	Military	953
<b>Bomgaars</b>	Lawn & Garden / Pet / Hardware	2,100	<b>City of Sioux City</b>	Government	878
<b>Mercy Medical Center</b>	Health Care	1,562	<b>Western Iowa Tech Community College</b>	Higher Education	700



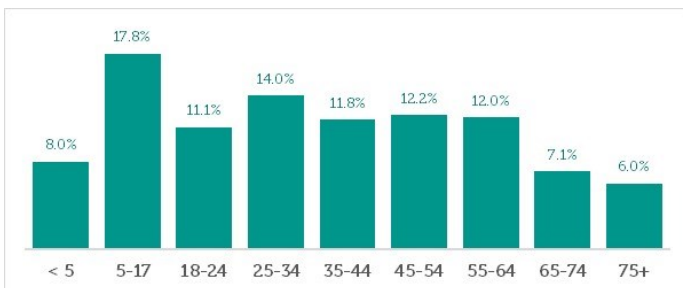
## DEMOGRAPHICS

### Population

2020 projections show a population of 86,000 - a 10-year increase of 3.8%.

### Age Distribution

The median age in Sioux City is **34.8** (IA average is 38). The largest segment of the local population are those between the ages of 5-17 (17.8%) followed by 25-34 (14%) - reflecting a youthful community.



### Ethnic Composition

The U.S. Census Bureau estimates, the city's gender and ethnicity composition to be 50.3% Female, 49.7% Male, 76.3% White, 20.9% Hispanic or Latino, 4.8% Black or African American, 2.9% Asian.

### Median Income

The median household income in Sioux City is \$46,000. The median property value in 2021 was around \$179,000. Unemployment is 2.2%

### Education

28.9% of residents have attained a degree:

- 1.4% Doctorate and Professional
- 54.5% Master's Degree
- 14% Bachelor's Degree
- 58.1% Associate's Degree

54.9% High School Diploma / some college

16.2% no High School diploma.

### Cost of Living

Cost of Living in Sioux City is 75.9/100 - 24% lower than the US average. Housing is 77.9/100 - 22% lower than the US average.

## CLIMATE

Sioux City, has a humid continental climate, with very warm and humid summers, cold and dry winters, and temperatures often 75°F in July, and 20°F in January.

Sioux City receives an average of 28" of rainfall and 36" average snowfall annually.

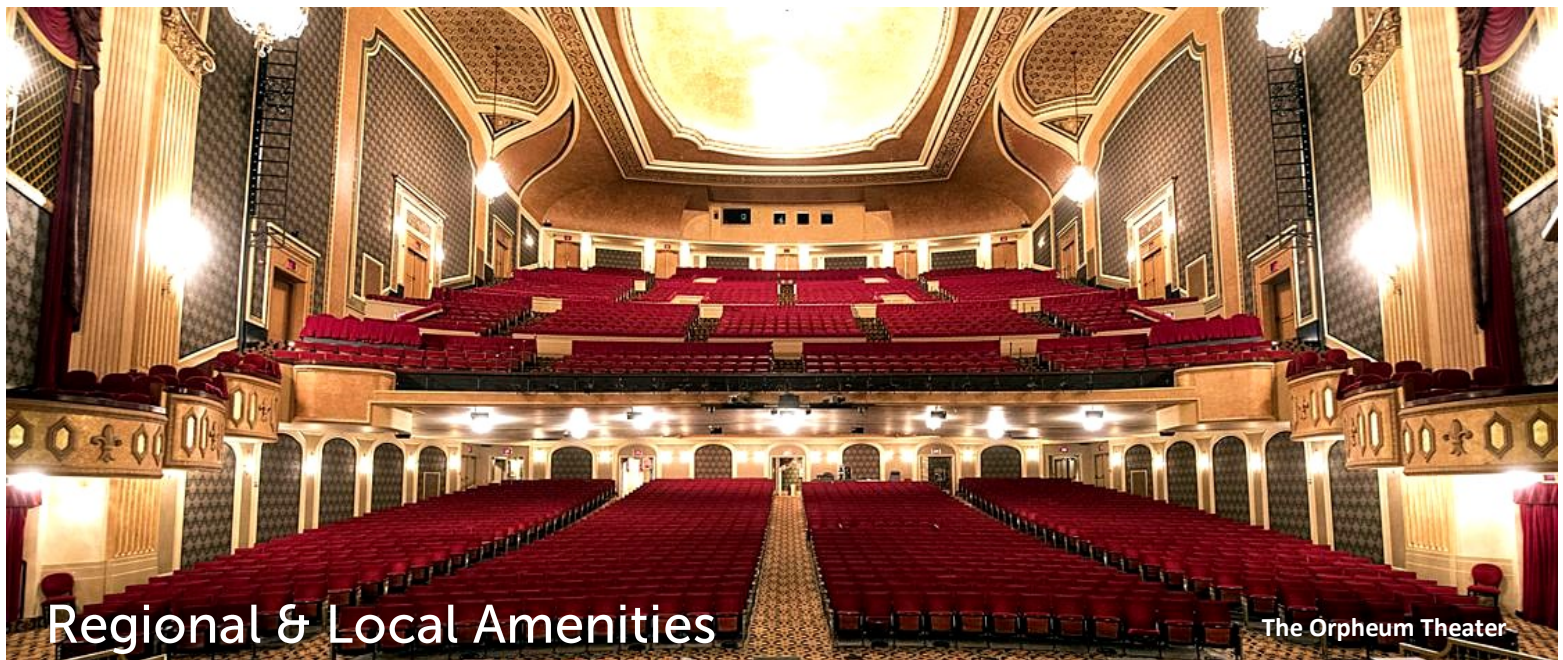
The area generally enjoys sunny clear days throughout the year, making it an ideal place for outdoor activities such as hiking and swimming.

**3rd Most Livable City in the US**  
~ Smart Asset

**5th Trendiest City in the US where you can still afford to buy a home.** ~ Realtor.com

**Best in-state Employer**  
~ Forbes





## Regional & Local Amenities

The Orpheum Theater

You will never say "I'm bored" with the incredible local amenities that Sioux City has to offer:

- The restored Orpheum Theatre has hosted entertainers including Sheryl Crow, BB King, Bob Dylan, Willie Nelson, James Taylor, Jerry Seinfeld, the Broadway Series and the Sioux City Symphony.
- Amazing museums including the Sioux City Public Museum, the Lewis & Clark Interpretive Center, Mid-America Museum of Aviation & Transportation or the Sioux City Railroad Museum.
- Historic 4th Street provides unique dining and nightlife options beautiful pre-20th century architecture.
- Action-packed professional sports with the Musketeers (Hockey), Bandits (Indoor Football), or Explorers (Baseball).



Historic 4th Street Shopping



Sioux City Railroad Museum



Lewis & Clark Interpretive Center





## Regional & Local Amenities

Lewis & Clark Interpretive Center

At the confluence of the Missouri and Big Sioux Rivers in Western Iowa, Sioux City offers an incredible array of year-round outdoor and recreation activities:

- Bike, walk or run along **33 miles of walking trails**, **59 municipal parks** including **3 pools & 5 splash pads**.
- Beautiful Sioux City is home to 16 challenging golf courses - 6 within the city, and another 10 courses within a 20-minute drive.
- Kayak 1 of 2 world-class river trails: **110-mile Big Sioux River Kayak Trail** or the **98-mile Missouri National Recreation River Water Trail** both ending in Sioux City.
- Fish the Missouri River for 150 species or Birdwatch for more than 300 species.
- Enjoy winter and summer fun at [Cone Park](#) - Sioux City's newest attraction for the whole family!



Missouri & Big Sioux River Trails



Cone Park

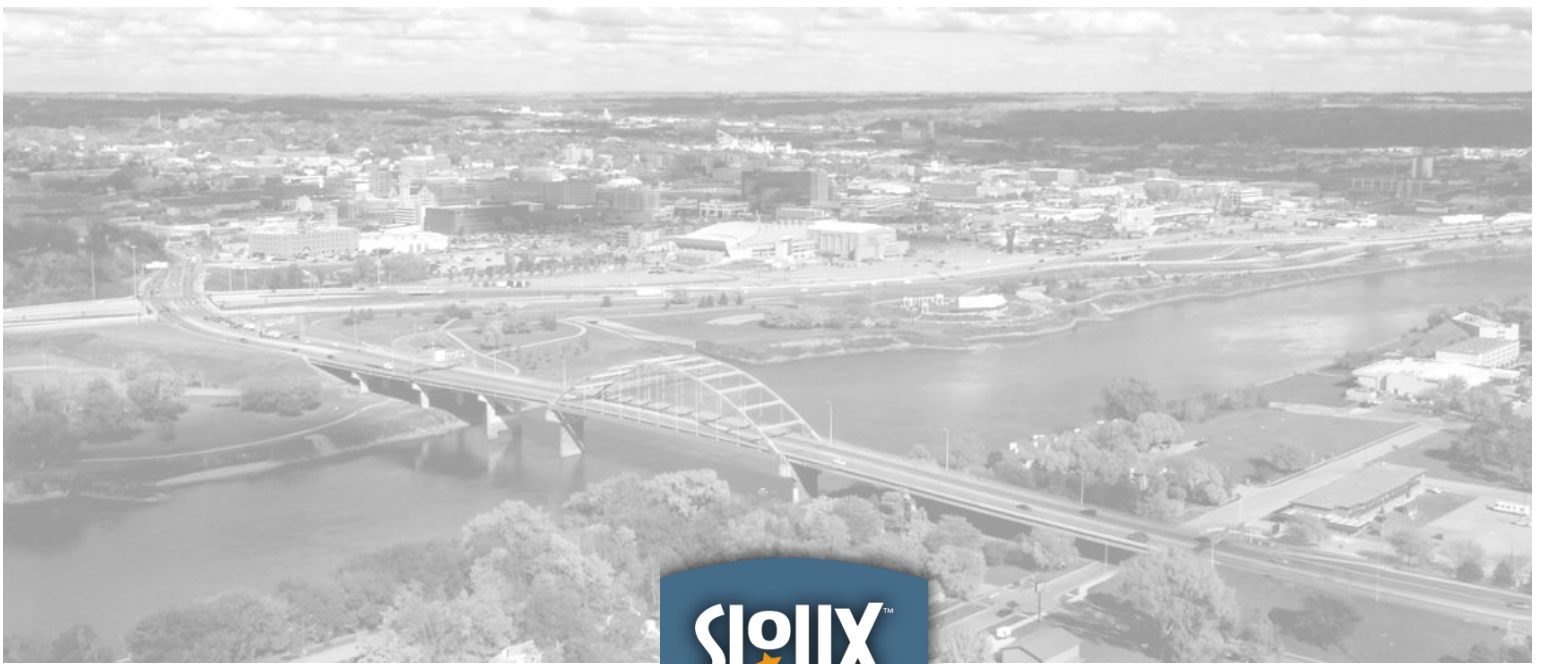


Grandview Park - Saturday in the Park



Sioux City Country Club





## DIRECTOR OF PUBLIC WORKS / ASSISTANT CITY MANAGER

### How to Apply

Resume and Letter of Interest by EMAIL only to:

[PWD-ACM-SiouxCityIA@MunicipalSolutions.org](mailto:PWD-ACM-SiouxCityIA@MunicipalSolutions.org)

Direct questions to the Recruiting Team  
at the email above or by calling (888) 545-7333.

### Timeline & Selection Process

Closing Deadline Extended

Applications or Expressions of Interest  
may be confidential if requested.

This recruitment is actively managed by:



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