

City Administrator - St. Croix Falls, Wisconsin (Population 2,233)

The City of St. Croix Falls is seeking a dynamic and energetic local government professional to serve as its next city administrator (the current city administrator is retiring). Located forty minutes northeast of the Minneapolis/St. Paul Metropolitan Area, across the river from Taylors Falls, MN, and 40 miles North of Hudson WI, St. Croix Falls is a historic community that combines the best of small town living with the amenities of a large nearby metropolitan area. Located on the banks of the St. Croix River, St. Croix Falls is a regional market center with a revitalizing downtown and commercial districts. The City Council has structured the transition whereby the current City Administrator is able to serve until the end of 2024 in a gradually reducing capacity, to provide for an effective management transition and continuity with ongoing projects.

St. Croix Falls is a full-service municipality and prides itself on being a great community to live, work, play. Salary is \$85,000-\$110,000 DOQ, plus excellent benefits. Mayor and four City Council Members are elected on a non-partisan basis. \$5M total budget (all funds including Water and Sewer Utilities and one TID), 16 full-time and approximately 22 part-time (Fire Department) and 1-2 seasonal employees. Future opportunities for the next administrator will include economic development, downtown redevelopment, updating the comprehensive plan, and continued implementation of a balanced Capital Improvements Plan addressing aging infrastructure needs with a stable tax rate.

A Bachelor's degree in public administration or related field is required with at least 5 years of progressive municipal experience. A Master's degree with at least 8 years progressive municipal management experience is preferred. Residency is encouraged but not required. The desired candidate will have a strong background in municipal finance/budget development (including TIF experience), financial analysis, Excel; accounting, housing and community development, planning, code enforcement, organizational development, and grant writing/administration. The successful candidate will demonstrate a high level of professional integrity; open and positive communication skills; be a team builder; a leader in addressing community issues and problems and be a visionary who has been successful in helping small communities thrive and grow. Visit the community website at www.cityofstcroixfalls.com The successful candidate should have a collaborative style in carrying out governing body policies, dynamic leadership skills, an innovative mindset, integrity, be a team builder and leader in addressing community issues and problems, and the ability to work harmoniously with elected officials.

Send cover letter, resume, and three work-related references to Joel West, City Administrator, 710 Hwy 35 South, St. Croix Falls, WI 54020; or e-mail cityadmin@cityofstcroixfalls.com; phone 715-483-3929, Ext. 3. The position is open until filled and Council will begin reviewing resumes received on and after July 8, 2024. Confidentiality must be requested by the applicant and cannot be guaranteed for finalists.