



# VINEYARD

STAY CONNECTED  
UTAH

## CITY MANAGER

### \$108,000 - \$149,000

*Plus Excellent Benefits*

*Apply by*

**November 5, 2021**

*(First Review, Open Until Filled)*

**PROTHMAN**



## THE COMMUNITY



The City of Vineyard is located in the heart of Utah County and surrounded by breathtaking lakeside and mountain views with the Wasatch Mountain Range to the east and Utah Lake to the west. The City is

nestled along the shores of Utah Lake, and major interstate 15 closely functions as the city's borders allowing Vineyard residents ample access to surrounding areas. Since 2000, the City's population has ballooned from about 200 residents to just under 17,000 in 2020. Vineyard occupies a total of 6.4 square miles and currently ranks as one of the top growth areas in the country. Vineyard is within driving distance of 5 national parks, 6 national forests, 7 national monuments, 14 world class ski resorts, and hundreds of thousands of acres of diverse terrain for any and all outdoor activities. The City provides all the charm of a rural lake front community with easy access to a full range of amenities and recreation.

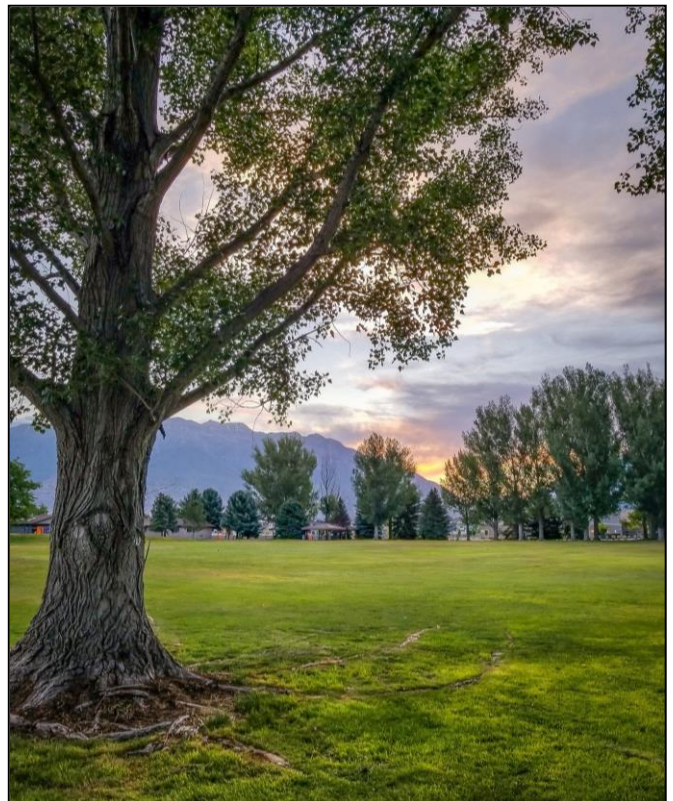
In the middle of the City, the 1,700 acre-master planned community encompasses the former Geneva Steel mill and surrounding farmland is a continuous and large redevelopment process, creating acres of prime land space in the middle of a nearly built out area, attracting more families to the community as well as opportunities for new commercial, industrial, and mixed land use.

The City currently has 44 acres of parks with approximately 28 acres of parks planned for development within the next five years. This includes an 18-acre sports complex with a splash pad, tennis and basketball courts, and open fields. There are currently two neighborhood parks, six pocket parks, five detention parks, and a six-acre community park. The Vineyard Megaplex movie theater features 13 screens, luxury seating, and a full-service food court. The Megaplex also provides adaptive services for guests with special needs, open and closed captioning, and wheelchair accessibility. Additionally, several new restaurants have opened in Vineyard in the past several years, and there are many more dining and entertainment opportunities planned in the City's developing town center.



The City maintains 42.04 miles of public roadways, and a public commuter railway station, planned to be completed in Fall of 2021, is under construction. This station will directly connect Vineyard to downtown Provo in the south, Ogden City in the North, and several other cities along the Wasatch Front, including the region's largest city, Salt Lake City, which also provides access to the Salt Lake International Airport.

Vineyard is part of the Alpine School District and has two public elementary schools and two charter elementary schools. Students attend Junior High and High School in nearby City of Orem. Vineyard is also a short distance from the college campuses of Utah Valley University, Brigham Young University, and a satellite campus of Utah State University.



## THE CITY

The City of Vineyard operates under Council/Manager form of government. The City Council consists of four City Council members and a Mayor who serves as the executive authority. Each member is elected to staggered four-year terms. The City Council is responsible, among other things, for passing ordinances, adopting the budget, and appointing members to various boards. The City Manager is appointed by the Mayor and Council and is responsible for the hiring and day-to-day operations of City employees.

The City operates on a 2021 budget of \$22,000,000 with 34 FTEs from six departments including: Finance, Administration, Recreation, Building, Planning, and Public Works. Other services provided by the City include: Business Licenses, Building Permits and Inspections, Recreation Programs, Utility Accounts, City Events, City Administration, Code Enforcement, and Community/Economic Development. The City of Vineyard currently contracts with the Utah County Sheriff's Office for police services and partners with the Orem Department of Public Safety for fire and emergency medical services.

## THE POSITION

The City Manager oversees all administrative operations in the city and is responsible for implementing and overseeing policies set by the mayor and city council. The manager supervises all city departments, maintains the city budget, and represents the municipality in a variety of settings. Responsibilities of the position include appointing staff as necessary for the efficient and effective operations of the city, oversight of the annual budget, implementation of policies and ordinances of the council, and carrying out legislative directives.

For a full job description, please view the attachment found [here](#).



## OPPORTUNITIES & CHALLENGES

### Creating a Waterfront Downtown

This is a very unique opportunity to be part of building an urban downtown on a waterfront from the ground up. The new manager will work with the development team to create an urban downtown environment complete with a university campus and a multi-modal transit system. The Downtown is a 350-acre mixed-use development that is in the beginning stages of development.

### Growth

As one of the fastest growing communities in the nation, Vineyard is creating its own unique regional identity. The new City Manager will be key in helping the city create and foster this identity through economic development efforts.

### Tax Increment Financing

Vineyard's Redevelopment Agency is one of the largest in the State of Utah and has provided funding for the infrastructure to keep up with the pace of development through tax increment collected each year. This creates a unique opportunity to build the infrastructure in advance of the development.

### Utah Valley University Campus

The largest university in the state has over 250 acres in Vineyard. As UVU officials are creating master plans to develop the Vineyard campus, the Vineyard City Manager will be responsible for continuing relationships with the stakeholders at the university and coordinating the school's plans with the development plans in the city.

### Developing Staff

As a quickly growing community, the Vineyard City Manager will be tasked with continued development of long-range staffing plans and coordinating the development and retention of the current staff. Vineyard has created an incredible team that is well respected around the state, we are looking for a leader to continue that tradition.

## IDEAL CANDIDATE

### Education and Experience:

A Bachelor's degree in Public Administration, Political Science, Business Administration, or a closely related field, and five (5) to seven (7) years of related management experience is required. A Master's degree in Public Administration or Business Administration is preferred.

**Necessary Knowledge, Skills & Abilities:**

- The ability to make sound recommendations on complex financial data and operations.
- The ability to understand, interpret, explain, and apply City, state, and federal laws.
- Experience developing and implementing financial procedures and controls.
- The ability to present proposals and recommendations clearly and logically in public meetings.
- The ability to work effectively with, City Council, employees, and the public.

**COMPENSATION & BENEFITS**

- **\$108,000 - \$149,000 DOQ**
- Choice of enrollment in PEHP Health Insurance Plan or \$800 monthly health insurance stipend
- Monthly vehicle stipend
- Monthly cell phone stipend
- Retirement plan provided through the Utah Retirement System
- 6.2% 401k deposit in lieu of Social Security
- Paid holidays, sick leave, and vacation as outlined in the City's policy and procedure manual



**For more information on the  
City of Vineyard, please visit:  
[www.vineyardutah.org](http://www.vineyardutah.org)**

The City of Vineyard is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **November 5, 2021** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **[www.prothman.com](http://www.prothman.com)** and click on "**Open Recruitments**", select "**City of Vineyard, UT – City Manager**", and click "**Apply Online**", or click [here](#). Tree photo on page 2 by Benjamin Kerr.



**[www.prothman.com](http://www.prothman.com)**

371 NE Gilman Blvd., Suite 310  
Issaquah, WA 98027  
206.368.0050