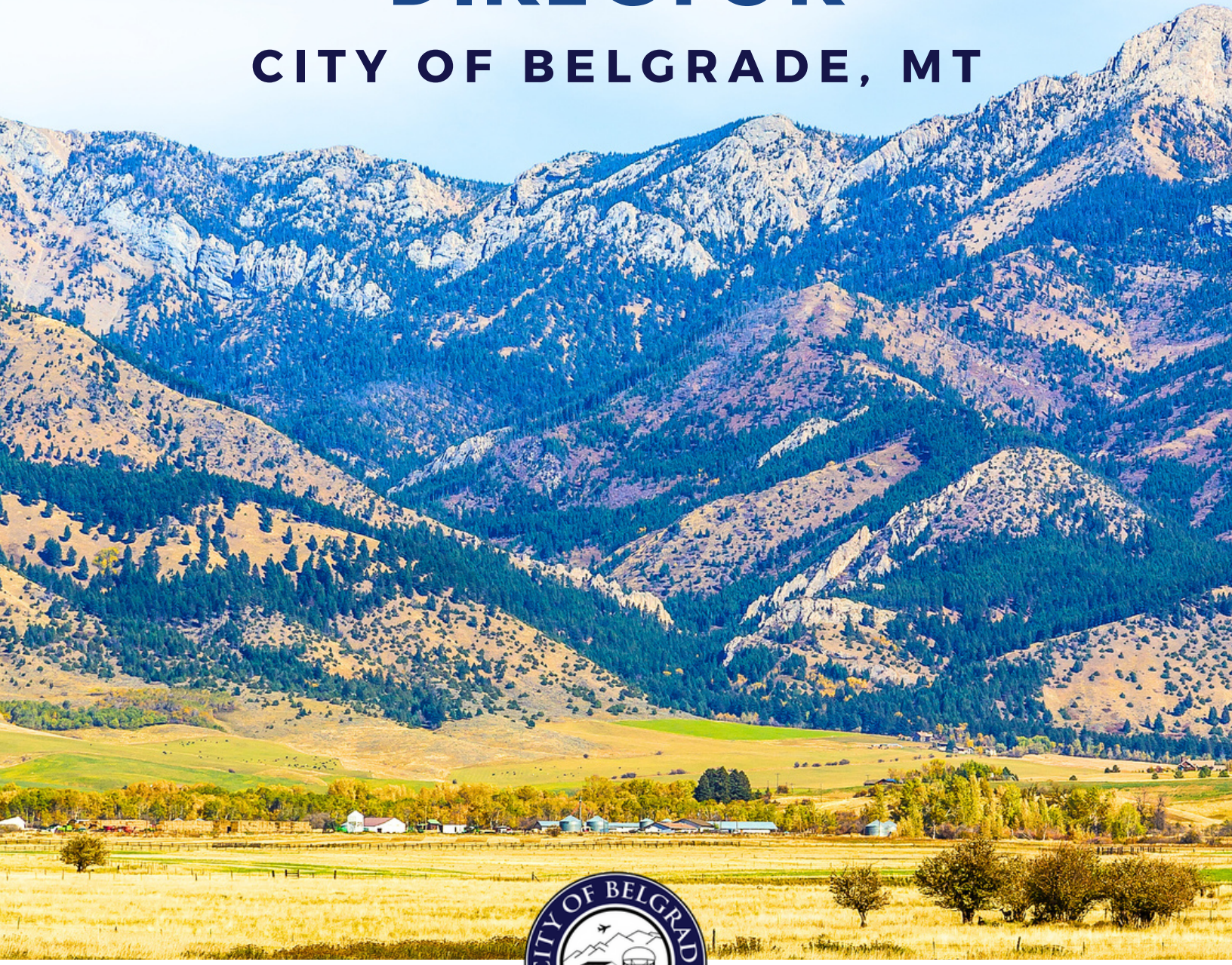


ECONOMIC DEVELOPMENT DIRECTOR

CITY OF BELGRADE, MT



WHY APPLY?

This is a rare opportunity to join the exceptional leadership team at the City of Belgrade, one of the fastest growing cities in Montana. Located in the beautiful Gallatin Valley, the City is a well-managed organization with an excellent team of department directors led by a progressive and well-respected City Manager, Neil Cardwell. The Economic Development Director is a new position with an initial focus on downtown redevelopment using the established Tax Incremental Financing funds. If you are a talented economic development professional, this may be the right opportunity for you.

WELCOME TO BELGRADE



One of the fastest growing cities in Montana, Belgrade is located in the heart of the beautiful Gallatin Valley just ten miles west of Bozeman alongside the Bridger Mountain range. Belgrade offers small-town charm, Big Sky views, and easy access to world-class outdoor recreation.

Located just off Interstate 90 at an elevation of 4,454 feet, Belgrade's prime location is attracting new businesses and housing developments, as well as residents who desire a simpler lifestyle within reach of larger city amenities and the great outdoors. With a growing population of 13,000, Belgrade has become Montana's 8th largest city and the largest one that is not a county seat.

Belgrade is proud of its history as a small western town and is making conscious efforts to shape the rapid growth while holding onto its roots as a welcoming, tight-knit community. City residents enjoy a growing downtown, stock car racing at the Gallatin Speedway, an annual Belgrade Fall Festival on homecoming weekend, a local Saturday Market, excellent schools, and numerous hometown parks.

The city also boasts a 4,800 seat Special Events Center and Montana's busiest airport – Bozeman Yellowstone International Airport (BZN). The airport's close proximity is making Belgrade a desirable home base for remote workers and frequent fliers.

The region is best known for its abundant outdoor recreation opportunities, from blue-ribbon fishing in the Missouri headwaters to world-class skiing and riding at Bridger Bowl and Big Sky. Visitors also flock to the area for hiking, camping, hunting, mountain biking, and river-rafting. The famous Yellowstone National Park is just 90 miles to the south.





THE CITY OF BELGRADE

Incorporated in 1906, the City of Belgrade operates under a Council/Manager form of government. The City Council consists of six members serving 4-year terms with two members elected from each of the city's three wards. The Council establishes policy direction and hires a City Manager to implement this policy. Neil Cardwell was appointed City Manager in 2021. The mayor is elected in a city-wide vote for a 2-year term and Belgrade's current Mayor, Russ Nelson, has been serving since 2003.

The City celebrates Belgrade's rich history while, at the same time, striving toward a future where Belgrade residents enjoy an outstanding quality of life and businesses provide good jobs for Belgrade residents. Belgrade is a full-service city operating on a total 2023 budget of \$55 million with a team of 100 authorized FTEs. Departments include Administration, Finance, HR, IT, Community Development (Planning/Building), Police, Library, Municipal Court, Prosecution, Public Works, Facilities, and Parks & Recreation.

City Manager Neil Cardwell leads an energetic and collaborative leadership team that is driven to find innovative solutions to challenges that regularly arise in managing one of the fastest growing cities in the state. There is a current significant focus on updating policies and procedures while preparing the City and the organization for continued growth. The City fosters an environment that encourages courageous conversations and new ideas.

FULL-TIME EMPLOYEES
100

2023 BUDGET
\$55 million

AREA
4.3 square miles

POPULATION
12,792

Community Vision:

"A tight-knit City full of enriching and lively gathering places where we can build a sense of community, raise our children, spend our retirement years, and share our stories."

— BELGRADE GROWTH POLICY, 2020



THE ECONOMIC DEVELOPMENT DIRECTOR

View job
description at
gmphr.com

Reporting to the City Manager, the Economic Development Director performs complex professional-level duties managing the City's economic development program.

Economic Development is its own department, and the principal functions are to plan, develop, organize, manage, and implement the activities and operations in support of commercial, industrial, and mixed-use development; business attraction and retention; business development initiatives; and other economic development, redevelopment or capital improvement programs or projects.

The Director develops and utilizes economic development tools, including tax increment financing (TIF) and other state and local incentives, to assist businesses in ways that provide a benefit to the community, with a primary focus on the downtown TIF district.



THE IDEAL CANDIDATE

- A good communicator who is responsive to downtown business owners and who actively listens and follows up to resolve issues.
- An outstanding ability to build relationships with all the downtown redevelopment stakeholders.
- A solid understanding of Montana tax incremental financing or the ability to learn quickly.
- Excellent facilitation skills to ensure the current downtown redevelopment plan is still on target or to work with City and stakeholders to update as needed.
- A self-starter—someone who can work independently and stay focused on end goals.
- An individual capable of providing all their own correspondence and clerical support.

OPPORTUNITIES & CHALLENGES

The new Economic Development Director will be faced with three main tasks in the first six months:

- Review the existing downtown plan with stakeholders to ensure it still reflects the goals for redevelopment and update as needed.
- As Burlington Northern Santa Fe railroad is a major landholder in the downtown core, establishing a solid working relationship will be a critical component to success.
- Establishing working relationships with the downtown merchants and landowners.



EDUCATION & EXPERIENCE

Bachelor's degree in finance, economics, business administration, public administration, or a closely related field; and at least five years' experience in urban renewal, economic development, business or finance, or closely related field, including experience managing a TIF district. Or any equivalent combination of knowledge, skills, and abilities necessary to perform the work may be considered.

PREFERRED:

- Master's degree in public administration, business management, finance, or a closely related field.
- Working knowledge of Montana state statutes pertaining to tax increment financing districts and urban renewal.
- Successful experience in economic development in a small but rapidly growing community.

COMPENSATION & BENEFITS

The City of Belgrade is offering an annual salary range of \$105,870.44 to \$131,856.45 for this position, dependent upon experience and qualifications, along with a comprehensive [benefits](#) package.

RESOURCES

[City of Belgrade](#)

[2020 Belgrade Downtown Design Plan](#)

[City Growth Policy](#)

[Belgrade Chamber of Commerce](#)

[Destination Montana - Belgrade](#)



TO APPLY

Apply Online: gmphr.com

First Review: **May 26, 2024**

More Info: Greg Prothman, GMP Consultants
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