

**CHARITON, IOWA  
CITY MANAGER**

**COMMUNITY & POSITION PROFILE**

**Date Prepared – March 18, 2024**



**Apply by April 19, 2024**

City of Chariton  
115 South Main Street  
Chariton, Iowa 50049  
(641) 774-5991

# CITY MANAGER

## Community and Position Profile

### Position Profile

The City of Chariton, Iowa is currently accepting applications for the position of city manager. Persons interested in this position should submit a cover letter, resume, five work-related references, and salary history by April 12, 2024 to City of Chariton, 115 South Main Street, Chariton, Iowa 50049 or by email to [cityclerk@chariton.org](mailto:cityclerk@chariton.org). Additional information regarding the City of Chariton can be obtained by visiting the City's website at [www.chariton.org](http://www.chariton.org).

### Chariton, Iowa— U.S. Highway 34 and Iowa Highway 14

The City of Chariton is a community of 4,193 people located in south central Iowa in Lucas County. The city is located just 45 miles south and east of Des Moines. The city is also located at the junctions of Iowa Highway 14 and U.S. Highway 34. The City of Knoxville is located 26 miles to the north and east. The City of Ames and Iowa State University are 88 miles to the north. The City of Iowa City and The University of Iowa are just 133 miles to the east of Chariton.

The City of Chariton is an easy drive to many major metropolitan areas such as:

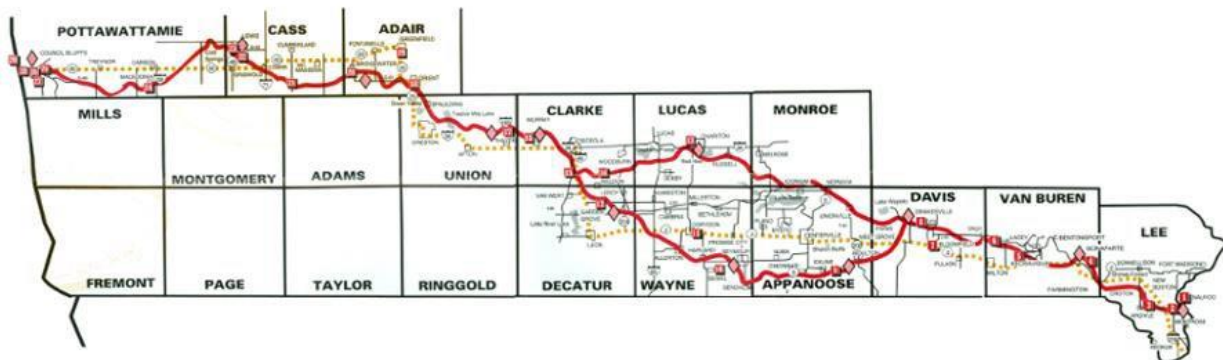
- Des Moines – 0.8 hour or 45 miles
- Quad Cities – 3 hours or 187 miles
- Minneapolis /St. Paul – 4.5 hours or 296 miles
- St. Louis – 5 hours or 311 miles
- Kansas City – 2.5 hours or 171 miles
- Omaha – 3 hours or 160 miles
- Chicago – 6 hours or 352 miles

The Des Moines International Airport is only 53 miles from Chariton.

### Chariton – Unique and Colorful History

The area around Chariton was initially occupied by the Sauk and Meskwaki Native Americans. The area was opened to Euro-American settlers in 1845, but the first permanent settlers did not arrive until 1847.

During the late spring and summer of 1846, the ox-drawn wagons of Mormon pioneers had begun to pass through the future town site by the hundreds after Brigham Young directed those following him to Utah to abandon a more southerly trail through Wayne County and follow what now is called the



Mormon Trace. Elder Freeman Nickerson's family party, forced by weather, worn out equipment, and exhausted livestock to find refuge along the point's heavily wooded eastern flank during the winter of 1846-47, became its first long-term residents. Nickerson was the first known non-native to die here.

The point continued to be a stopping place for Mormons during the next two years, a wooded and well-watered place to rest before continuing to Garden Grove or Mount Pisgah. William S. "Buck" Townsend, Kentucky-born adventurer and pioneer entrepreneur, and his family were the point's first permanent settlers, arriving during 1848 and buying a Mormon pre-emption land claim. The Trace remained the most popular route across southern Iowa for pioneers, California-bound '49ers and others through the 1850's.

When James G. Robinson arrived to assist in Chariton's birth in 1849, he found five men and a boy seated around a deck of cards in tall grass at what now is the southwest corner of the square. Three of the men were commissioners appointed by the Iowa Legislature to locate the Lucas County's seat. They had roamed the countryside for several days and had decided on the spot - 160 acres surrounding a survey stake that marked the intersection of four sections of what now is Lincoln Township. Robinson was one of Lucas County's first three county commissioners picked by voters during Lucas County's first election a month earlier.

The commissioners decided that the town should be called Chariton, after Chariton Point.....a mile south and long a landmark along the native and pioneer trail that followed a high ridge across south central Iowa dividing the Des Moines-Mississippi and Chariton-Missouri River basins. The point was formed by the bend at the most northerly spot along the Chariton River where its flow shifts from northeasterly to southeasterly.



Chariton was platted soon after it was located and the first lots, mostly around the square, were sold on Nov. 5, 1849. Almost immediately, Nelson Wescott built the first store. Chariton's first boom began in the spring of 1853 when the U.S. Land Office was moved west from Fairfield. Until 1858, when the office was moved from Chariton to Des Moines, all who purchased public land in southern Iowa did so here.

The city was incorporated after an authorizing election in 1857, and Daniel Iseminger was elected the first mayor. He would die in combat during the Civil War Battle of Shiloh five years later. Although Chariton prospered during the 1850's, transportation options were limited. Construction of the Burlington and Missouri River Railroad route across southern Iowa commenced in the 1850's, but that project stalled at Ottumwa until the Civil War ended. Once the trains arrived, Chariton boomed again. Beginning in the 1860's, the crude frame buildings that had lined the square were gradually replaced by brick.

By 1900, Lucas County was considered one of Iowa's richest counties, based almost entirely on its agricultural resources, and Chariton was one of the state's most prosperous cities. Agriculture was supplemented by coal, beginning in the 1880's. The mining industry was launched in western Lucas County, then developed and prospered in the immediate area.

## City Government

Chariton operates under the Council-Manager form of government, as provided under Iowa state law. The City Council is comprised of five members, elected in odd numbered years for four-year terms. The mayor is elected by a vote of the council members for a two-year term. The Council hires the City Manager and appoints the City Clerk and City Attorney. The Public Library and Municipal Water Utility operate under separate administrative boards. The council meets in regular session on the 1st and 3rd Mondays of the month at 5:00 p.m. at City Hall. The city employs 20 full-time employees. The city’s annual budget for Fiscal Year 2022-23 is \$11.9 million, including transfers between funds. A breakdown of budgeted FY 2022-23 city expenditures is as follows:



1. Public Safety – Police & Fire .....	\$1,590,511
2. Public Works – Streets, Lighting & Snow Removal .....	\$3,362,150
3. Health & Social Services.....	\$6,000
4. Culture & Recreation – Library & Parks .....	\$893,499
5. Community & Economic Development.....	\$92,000
6. General Government .....	\$415,434
7. Debt Service .....	\$395,150
8. Capital Projects .....	\$300,000
9. Water Utility .....	\$0
10. Sewer Utility.....	\$1,940,288
11. Other business activity .....	\$207,000
12. Landfill/Garbage.....	\$50,150
13. Airport .....	\$315,300
14. Storm Water Utility .....	\$61,100
15. Debt Service Utilities .....	\$346,052
16. Capital Projects – Utilities.....	\$205,000
Total.....	\$10,179,934
Transfers.....	\$617,000
<b>Total.....</b>	<b>\$10,796,934</b>

The major sources of city revenues include the following:

1. Property Taxes .....	\$ 1,928,366
2. TIF Revenues .....	\$150,000
3. Hotel/Motel Taxes .....	\$32,000
4. Licenses & Permits .....	\$89,100
5. Use of Money & Property .....	\$91,850
6. Local Option Sales Tax .....	\$370,000
7. Federal Grants .....	\$25,000
8. Airport Income .....	\$61,000
9. Storm Water Fees .....	\$64,400

10. Other Fees & Charges.....	\$225,000
11. Miscellaneous Revenues.....	\$2,794,100
12. Road Use Taxes .....	\$530,000
13. Water Utility User Fees .....	\$0
14. Sewer Utility User Fees .....	\$1,234,000
15. Utility Tax & Utility Franchise Tax.....	\$102,744
16. Landfill/Garbage.....	\$62,000
17. State Grants .....	\$230,000
18. Local Grants & Reimbursements.....	\$2,679,250
19. Transfers.....	<u>\$335,600</u>
<b>Total.....</b>	<b>\$ 11,004,410</b>

The city’s current tax rate is \$17.07 per \$1,000 valuation, with a consolidated levy of \$3.00 per \$1,000 of taxable valuation. Total estimated fund balance of all city funds on June 30, 2023 was \$5,215,185. The city has a total of \$3,220,000 in outstanding general obligation debt and bank loans as of June 30, 2023. The city has \$3,166,465 in outstanding SRF sewer revenue debt.

The city has a wide variety of Commissions, Committees, and Boards that are appointed by the City Council. These Boards & Commission include:

- Airport Commission
- Board of Adjustment
- Cemetery Advisory Commission
- City Lakes Advisory Commission
- Historic Preservation Commission
- Housing Board of Chariton
- Library Board
- Parks & Recreation Commission
- Planning and Zoning Commission
- Water Board

### **City Administration Services**

Central administration includes the offices of city manager, city clerk, building official, and deputy clerk. The city clerk/treasurer does payroll, council minutes, insurance and permits. The deputy city clerk oversees accounts payable, accounts receivable, cemetery records and receptionist duties. The building official/code enforcement officer is responsible for inspections, code enforcement, rental code, and nuisance abatement.

### **Chariton Police Department**

Chariton provides professional law enforcement services through a police department with 6 full-time officers. The police department strives to provide professional law enforcement services intended to positively impact the quality of life of Chariton citizens through commitment, education, and community partnership.

The police department has the responsibility of preserving the peace, responding to law enforcement service requests, engaging in crime prevention, protecting lives and property within its jurisdiction, and other related responsibilities. The Lucas County Sheriff’s Office provides dispatch service through a 28E agreement. The facility houses the Lucas County Sheriff’s Office and Holding Facility, the Chariton Police Department, and the 5th Judicial District Probation Parole.

The police department is involved with the following special law enforcement programs:

- STEP Program
- Tobacco Compliance Checks
- Chariton Community School District involvement

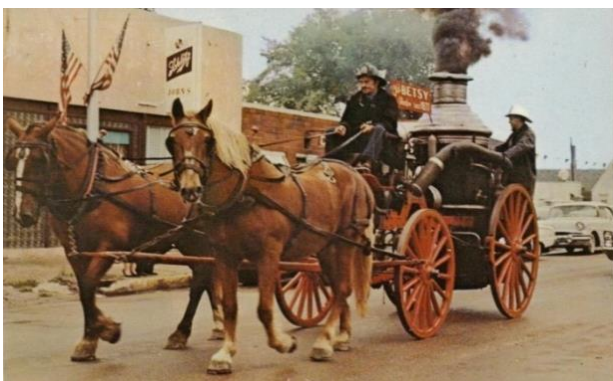


## Volunteer Fire Department

The Chariton Fire Department has served the community for over 147 years and includes 35 volunteer firefighters. The department responds to about 160 fire calls per year. The fire department volunteers have been trained in hazmat response, vehicle rescue, confined space, and basic fire fighter I & II, scuba diving, extrication incidents, and rapid intervention. The fire department also provides protection to parts of nine townships in Lucas County. The fire department also provides a non-transport EMS, when needed.

The fire department provides fire protection with the following equipment:

- 2023 Alexis Engine
- Two 2014 Attack Trucks
- 2007 Alexis Engine
- 2003 Tanker
- 2008 Rescue Truck
- 2017 HME Ladder Truck
- 2007 Equipment Truck



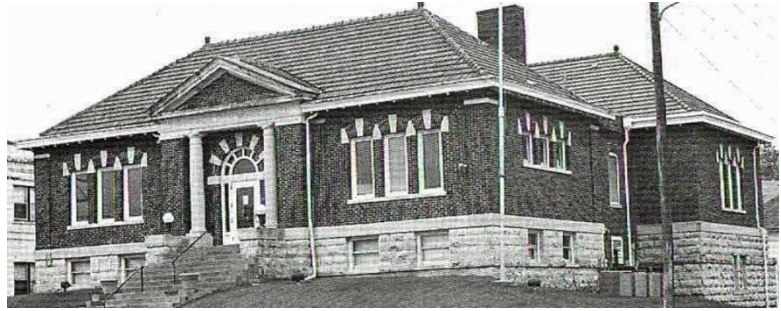
### *Old Betsy – Silsby Steamer*

There's little doubt that Old Betsy is the First Lady of Chariton. Old Betsy is a Silsby Steamer built in 1883 by the Silsby Manufacturing Co. in Seneca Falls, N.Y. She arrived in Chariton after the firehouse caught fire and burned on September 9, 1883, taking the volunteer firefighters' 1877 Silsby and all the rest of the department's equipment – every bucket, every inch of hose, every hook and every ladder – with it. Now Old Betsy is proudly shown off during Chariton's parades and is pulled by horses.



## Chariton Free Public Library

The library, built in 1904 and expanded in 1992, is one of the architectural gems of Lucas County. It is the only public library in Lucas County and provides a variety of services to our residents. Our staff, one full-time director and four part-time library clerks, are ready to provide technical help, reference, and many other services to assist patrons in finding,



creating, and communicating what is important to them. People use the library Wi-Fi and computers regularly for a variety of needs. We offer programs for all ages, many of which include hands-on projects and other activities. Our collection includes print materials as well as audio and visual materials. We provide access to online content, including e-books, both text and audio, magazines, and movies, as well as online databases.

### Mission Statement

The Chariton Free Public Library offers information and entertainment to educate, inspire and enrich our community. At the library, people of all ages and backgrounds gather to share experiences, celebrate ideas, and create. Children develop a love of reading, families find a place to play, and lifelong learners never run out of new things to discover.

### Service Responses:

**Information Access** - The library endeavors to deliver access to the most accurate and up-to-date information available. Computers with a variety of software and accessories are available for public use. Utilizing all available resources, a skilled and conscientious staff will assist community members in accessing information on any subject. Individuals of all ages may pursue their interest in lifelong learning in order to enjoy self-directed personal growth and development. (Technology, Personnel)

**Current Topics and Titles** - The library strives to fulfill the community's appetite for information about popular cultural and social trends and the desire for satisfying recreational experiences, by offering materials by the most popular authors and on a wide variety of subjects as soon as they become available. It is a place where community members enjoy access to materials which inform and entertain them, in the form of traditional printed materials, audio-visual materials, and electronic resources. (Collection)

**The Gathering Place** - The library is a place where the community gathers and interacts. The library facility offers accommodations for meetings and programs, displays of items, information, and events important to the community, and comfortable reading and lounging areas. Every effort will be made to ensure that the library itself is a safe, convenient, and inviting public space for all individuals and groups in the community to pursue lifelong learning, develop new skills and enjoy. (Facility)

## Parks & Recreation Department

The city has 11 parks that provide a great variety of recreational opportunities for local residents. The various features include playground equipment, tennis courts, picnic shelters softball fields, baseball fields, a swimming pool, splash pad, disc golf course, volleyball courts, shelters, stage, trails, fishing, archery, and more. There is a five-member parks & recreation commission that advises the City Council on needed facilities and improvements. A general overview of the city's parks is as follows:

1. *City Parks, Fields, & Playgrounds*
  - Bingham Park – Swimming pool, splash pad, tennis courts (3), baseball field,

restrooms, concession stand, playground equipment, basketball court, & picnic tables

- Brook Park – Basketball court, playground equipment, & picnic tables
- Constitution Park – Picnic tables, & open spaces
- Eikenberry Park – playground equipment, baseball field, shelter house, restrooms, concession stand, & grills
- Franklin Park – playground equipment, picnic tables, & open space
- Chariton Dog Park – separated areas for large and small dogs, & agility obstacles
- Halferty Park – playground equipment, softball field, concession stand, restrooms, shelter house, & grills
- Northwest Park – Softball fields (2), soccer/flag football fields (2), 18-hole disc golf course, cornhole boards, shelter house, playground, open space, concession stand & restrooms.
- Railroad Park – Picnic tables, & open space
- Yocom Park – Ballfield, playground equipment, shelter house, restrooms, grills, & tennis courts, with a Master Plan in the works to enhance the park.
- City Lakes – Lake Morris and Lake Ellis where there is a Master Plan underway to expand amenities.



## 2. *Chariton Community Center*

The Chariton Community Center was built in 1994 and is operated by the Chariton Recreation Department. The community center offers two full size multipurpose courts that can be rented for a variety of activities, including basketball, pickle ball, and volleyball. The center has three meeting rooms, a kitchen area, and locker rooms. The facility is available for rent for a small fee. There is also a walking track around the gymnasium.



## 3. *Vredenburg-Chariton Family Aquatic Center*

The aquatic center is operated by the Chariton Parks and Recreation Department and operates late May through August. Single and family passes are available. The swimming pool was remodeled in 2000 and it contains 325,000 gallons of water. The average daily attendance is 190 people and there is a staff of 25-35 seasonal employees. The aquatic center features the following:



- Water slide
- Diving board
- Aqua-Zip
- Splashpad
- Play area for children
- Zero depth entry
- Swim lanes
- Basketball hoop
- Adult water exercise classes



4. *Disc Golf Course*

Chariton is proud to have its very own 18-hole disc golf course. The course is perfect for beginners and professionals alike. Disc golfers will enjoy this beautiful course.

5. *Additional Recreation Facilities. Some of the other recreational options in Chariton include.*

Milledge Field – High School baseball field

- Reynolds Field and Bob Cain Track – High School football and soccer field, & track
- Cinder Path – Bike and walking trail from Chariton to Humeston
- Savage Park – Youth and high school softball complex
- Babe Ruth Field – Youth baseball field
- Chariton Arboretum – Community Park with picnic tables



## Public Works – Street Department

The Public Works Department has 8 full-time employees, who operate and maintain approximately 70 miles of city streets, 20 miles of storm sewers, and 50 miles of sanitary sewer lines. The Public Works Department services include street cleaning, snow removal, park maintenance, street signs, and wastewater system. The Public Works Department is responsible for the mowing, maintenance, and grave openings at the city cemetery, which covers almost 60 acres.

The city just completed an over \$2 million sidewalk project around the city’s downtown square to enhance the shopping and business experience in our historic downtown.

## Public Works – Wastewater Treatment Facility

The city’s wastewater treatment plant (WWTP) was constructed in 1983. The sanitary sewer collection system includes 50 miles of sewer lines and 8 lift stations. The city has done some slip lining of sewer lines to reduce the rate of storm water infiltration in the system. The city contracts with USW Utility Group to operate the wastewater treatment facility, which is a Grade 3 plant.

## Water Utility – Separate Board of Trustees

The City’s water utility is managed by a separate water board of trustee and general manager. The Water Board purchases water from Rathbun Rural Water Association. The water utility has three water towers that were built in 1900’s, 1950, and 1960. The combined capacity is about 650,000 gallons. The

utility sells about 176 million gallons of water per year. The water utility maintains 50 miles of water mains and water is provided to 2,200 customers in Chariton and a half mile radius all around the city limits.

### Private Utilities and Services



Natural gas and electrical power are provided by Alliant Energy. Cable television and internet service is provided by Mediacom and Windstream. Refuse collection is available from four waste collection companies.

### Chariton Municipal Airport

The Chariton Municipal Airport is a city-owned airport located three miles west of the City of Chariton. It is unique in that it has two crosswind runways. Runway 17-35 is 2,800 feet long and 75 feet wide. Runway 10-28 is 4,000 feet long and 75 feet wide. They are both concrete. The airport has RNAV(GPS) approaches for Runway 10 and 17. These are non-precision approaches. The airport has visual slope indicator lights on Runway 28, 17 and 35 (PAPI) and VASI on Runway 10.

The airport has one large community hangar which can house up to six airplanes and four large individual hangars and six T-hangers. Presently there are thirteen aircraft hangered at the airport. The airport has a self-service card swipe fuel pump for 100LL Avgas. There is a project currently underway to add Jet A fuel, with the project expected to be completed in the summer of 2024.



According to AirNav there are 62 flights per week, of which 53% are local and 47% are transitional. During the summer months there is a large amount of agricultural use for aerial applications. The airport usually breaks even on operations with revenue coming from fuel sales, hangar rent, and agricultural land rent. The City funds federal grant matches.

The city manager is the manager of the airport and is assisted by an Airport Commission. The next improvement will be the addition of t-hangers. The Friends of the Chariton Airport is a nonprofit 501 (c) (3), which is very active at the airport. Every September, they host a fly-in breakfast that is well attended and promotes community awareness of the airport.

### Economic Development Programs

The City of Chariton has two organizations that promote growth and development in the community.

#### ***Chariton Main Street Program and Chamber of Commerce***

Chariton has a very active and engaged Chamber of Commerce with one full-time employee and one part-time employee. The Chamber of Commerce office is open five days a week from 9:00 a.m. to 5:00 p.m. on North Grand Street.



The Chamber of Commerce oversees the community's Main Street Program, which is affiliated with Main Street America and Main Street Iowa.

The Chamber can provide advice and assistance with:

- Main Street Iowa Design & Business Assistance.
- Sustainable Community Demonstration Projects
- Small Business Linked Investments for Tomorrow (LIFT) Program
- Tax Increment Financing (TIF)
- State Historical Society of Iowa Programs
- Historic Tax Credits
- Statewide Historic Projects
- Small Business Administration (SBA)
- Various Other Grant Programs

For more information about the Chamber of Commerce and the Chariton Main Street Program visit: [www.charitonareachambermainstreet.com](http://www.charitonareachambermainstreet.com).

### ***Lucas County Economic Development Corporation***

Businesses and industries looking to call Iowa home will find that there are many reasons to consider Chariton and Lucas County. Lucas County Economic Development can assist area companies and prospective businesses and industries in securing economic incentives available at the local, regional, state and federal levels.



The mission of the Lucas County Economic Development Corporation is to foster and encourage economic development activities which attract, develop, improve, and retain various industries and businesses, along with a focus to strengthen the community and provide a sustainable future for the citizens of Lucas County.

The Lucas County Economic Development Corporation provides the following assistance to prospects:

- Assistance with negotiating favorable purchase or lease rates and terms on buildings and land
- Creative financing terms, including possible contract purchases.
- Property tax refund/abatement options

More information about these programs and resources can be found through Ready Resource, an organization directed at retaining jobs and growing the economy in southern Iowa. Ready Resource provides assistance with site location, workforce recruitment, job training and more. Go to: (<http://www.myreadyresource.com/index.html>) to visit the Ready Resource site. For more information about the Lucas County Economic Development Corporation, go to [www.lucascountyiowa.com](http://www.lucascountyiowa.com).

### **Businesses and Industries**

The City of Chariton has a very diverse and excellent selection of businesses. Some of these local businesses include:

- 2 accounting offices
- 2 flower shops
- 20 restaurants
- 2 dental clinics
- 1 pharmacy
- 2 motels
- 1 newspaper
- 2 funeral homes



- 4 real estate agencies
- 1 pet center
- 3 banks & 1 credit union
- 4 attorney offices
- 2 automotive centers
- 8 beauty shops
- 5 convenience stores
- 2 grocery stores
- 2 hardware stores
- 7 insurance agencies
- 1 floor covering store
- 3 lawn care businesses
- 3 photographers
- 1 fitness center



In addition to these businesses, the community has 23 churches of worship, 6 food pantries or food banks, and many unique small businesses. Some of the other businesses include Briar Patch Consignment, Cindy Lou's Gifts & Quilt Shop, Dollar General, Family Dollar, Frontier Trading Post, Hunter Brothers Tree Farm, Hy-Vee Floral, Teresa's Treasurers, Lindy's Closet, Quilt With Us, Scrapbook Haven, and more.

### ***Chariton Industries***

The Chariton community is also home to the following industries and major employers:

#### ***1. Hy-Vee Grocery Stores***



Chariton was the long-time headquarters of Hy-Vee Grocery Stores. While the corporate offices moved in the 1990's, Hy-Vee is still a strong community partner and is the largest employer. Hy-Vee operates four distribution facilities in Chariton and employs approximately 1,300 people.

#### ***2. Johnson Machine Works (JMW)***

Founded over a century ago, Johnson Machine Works has earned a worldwide reputation as a trusted provider of fabricated steel. JMW began as a repair shop for local farmers and builders. Through the years, JMW branched out to include not only structural steel fabrication for commercial building, but a variety of products and machines for the sewage treatment industry and the fabrication of locks, dams and gates for hydro-electric power plants and transitions water ways across the world. The Company currently employs about 90 people in Chariton.





### 3. *Seats, Incorporated*

Seats Incorporated is a Wisconsin based corporation that designs, manufactures and markets seating and accessories for vehicles with wheels or tracks. Founded in 1952, Seats Incorporated is



now one of the most diverse seating manufacturers in the nation, with products that are used in a wide variety of applications including: over-the-highway semi-tractors, off-highway equipment, railroad vehicles, military vehicles and emergency vehicles. Seats Incorporated operates a manufacturing facility in Chariton that produces metal parts and

components used in their seating products, and they currently employ 50+ employees. Seats Incorporated is headquartered in Reedsburg, WI and is a member of Nordic Group of Companies, LTD.

## **Chariton Community School District**

The mission of the Chariton Community School District is successful learning for all students. The district is located in Lucas County, Iowa, and encompasses the towns of Chariton, Russell, Lucas, and Williamson. The Chariton Community School District enrolls approximately 1,300 students in PK – 12th grade. There are five attendance centers, all located in the City of Chariton.

### **Columbus Elementary School – Grades K to 2**



Columbus Elementary School is located at 1215 Linden Avenue in Chariton. The school serves students in kindergarten through second grade. Columbus is home to approximately 300 students living in Chariton and the surrounding rural communities. Chariton Preschool is located at 140 E. Albia Road and serves approximately 70 students. Columbus Elementary believes in the

success of all students and offers additional support services in the areas of Title 1 Reading, Title 1 Math, Special Education, Extended Learning, and English as a Second Language. There is a strong emphasis on meeting the needs of all students through differentiated instruction and research-based practices. To meet the goal of developing well-rounded children, the staff implemented the Positive Behavior Interventions and Supports (PBIS) program.

### **Van Allen Elementary – Grades 3 to 5**

Van Allen Elementary is home to 300 students in third through fifth grade and is led by 45 full-and part-time teachers and staff. Van Allen Elementary School is committed to:

- High quality teaching and learning is grounded in the Iowa Core standards, with differentiated practices based on student need.
- Promoting a safe and encouraging learning





environment where students can learn and grow from mistakes and also celebrate successes.

- Implementing research-based practices to promote lifelong learning, including Growth Mindset and PBIS (Positive Behavior Interventions and Supports)
- Building partner relationships between students, staff, and families.

### **Chariton Middle School – Grades 6 to 8**

Chariton Middle School is located at 1300 North 16th Street, in Chariton. The school serves about 300 students in grades sixth through eighth from Chariton and surrounding communities. The Chariton Middle School staff believes in successful learning for all students. In addition to rigorous, standard-based core classes, the school offers many elective classes to expose students to a variety of educational opportunities. They offer additional support for students in special education, talented and gifted, as well as English as a second language. To teach students about core values, the school has implemented PBIS (Positive Behavior Interventions and Supports) through various activities throughout the year.



### **Chariton High School – Grades 9 to 12**

There are approximately 450 students enrolled at Chariton High School. Chariton High School has a proud history of academic excellence, talented performing arts, and competitive athletics. The core classes, and the hands-on experiences in the Career & Technical Ed and “Project Lead the Way” courses provide students with real world, career focused, learning opportunities. The performing and visual arts departments offer a variety of mediums for students to express themselves. Wearing the Red & White uniform on the field of play is an amazing way for students to show their “Charger Pride” and the student-athletes represent the community well in both the athletic arena and the classroom.



The teachers, administration, coaches, and support staff of Chariton High School do their best to provide CHS students with quality instruction, supports, and opportunities to get the most out of the high school experience. They strive to make high school a positive and meaningful experience for students and their parents by providing useful tools, technology, and resources to effectively communicate and work with CHS families. Each student at CHS is issued a laptop to access their classes and communicate with their teachers more efficiently. Students and parents can log into Infinite Campus to see the student's attendance, account information, and track course progress at anytime and anywhere.

The district is a member of the South Central Conference League and offers a variety of extra-curricular activities in both clubs and athletics. Some of these activities include:

- Art Club
- FFA
- Generation On
- Student Council
- Yearbook
- National Honor Society
- \* Drama Club
- \* Play Productions
- \* Instrumental Music
- \* Speech
- \* Vocal
- \* Dance

Students also have the opportunity to participate in the following sports:

- Cross Country
- Volleyball
- Wrestling
- Track & Field
- Archery
- Softball
- \* Football
- \* Basketball
- \* Golf
- \* Baseball
- \* Soccer
- \* Cheerleading

To learn more about the Chariton School District, visit the school's website: [www.charitonschools.org](http://www.charitonschools.org).

### **Hope Learning Center – Childcare**

The Chariton community is very fortunate to have the Hope Learning Center, which is a licensed childcare center. The Center provides care for up to 135 children from 5:30 a.m. to 6:30 p.m. Monday through Friday. The Center is a childcare center providing care for children 6 weeks to 12 years old. The Center provides a full range of age-appropriate developmental activities, social interaction, nutritious home cooked meals, outdoor play, art, and crafts, and learning appropriate for each age level. Hope Learning Center not only offers childcare to the community, but also offers a 3-year-old preschool, tutoring program, math club, and HOPE camps.

### **Community Events and Celebrations**

There are a number of events and celebrations held in Chariton each year. Since many of these events need volunteers, there are numerous opportunities to “get involved” and meet new people.

#### ***4th of July Celebration***

The 4th of July Committee plans a wide range of activities for families of all ages with live music in the evening. The Flying Anvil 5k race on July 4th starts with the anvil shoot.

### ***Farmer's Market***

Beginning the last Thursday of May, local producers bring produce, baked goods, and handmade items to our Farmer's Market from 4-6 p.m. on the Courthouse lawn.

### ***Dazzle Fest***

Chariton Areas Chamber/Main Street invites everyone to kick off the holiday Chariton-style with Dazzle Fest. The traditional holiday open-house event is the Saturday after Thanksgiving. Activities include window displays, parade, and Santa Claus.



### ***Vredenburg Performing Arts Series***

The latest in the Vredenburg Performing Arts Series is at Johnson Auditorium. Concerts are held from September through April.

### ***Airport Fly-In Breakfast***

Each September aviators fly to the Chariton Airport for a great breakfast. Spectators can enjoy breakfast, view airplanes, and youngsters may participate in the Young Eagles program and enjoy a ride in the sky.

### ***Summer Band Concerts***

People can take a step back in time as music fills the air from the Larry J. Clark Memorial Gazebo, located on the Square. Concerts are held each Thursday of June.



### ***Lucas County Fair – July 20-24, 2024***

The Lucas County Fair Association hosts the annual Lucas County Fair. The Fair offers free admission and free parking on the grounds, and supports all the livestock shows, 4-H exhibits, and open class exhibits. The Fair has wonderful food and great entertainment for all ages.

### ***Community Organizations***

There are numerous civic and volunteer organizations that are active in Chariton such as:

- Kiwanis Club
- Rotary Club
- Optimae Club
- Mosaic Club
- Lucas County Preservation Alliance
- Vredenburg Foundation
- Chariton Area Chamber/Main Street
- Lucas County Arts Council
- Lucas County Health Center Volunteer Services
- Lucas County Economic Development Corporation
- South Central Iowa Community Foundation





## Chariton–Lucas County Seat

Chariton is the county seat for Lucas County. The Lucas County Courthouse, built in 1893, is located in Chariton. It was listed on the National Register of Historic Places in 1981 as part of the County Courthouses in Iowa Thematic Resource. In 2017, the clock on the highest corner of the courthouse was restored and rededicated. The Courthouse serves as the home of Lucas County’s court room, treasurer’s office, recorder’s office, county supervisors, and more.

Some interesting demographic facts regarding Lucas County include:

- 4,193 – Chariton’s Population
- 8,634 – Lucas County’s Population (as of 2020)
- Median age of Chariton residents is 37.8 (as of 2021)
- 24% of jobs are in manufacturing and health services
- 59.09% of homes are owner occupied
- 3,621 – the number of households in Lucas County
- Home Base Iowa Community (Chariton)



## Health Care Facilities

Lucas County Health Center, an affiliate of UnityPoint Health – Des Moines, has been dedicated to serving Chariton and the neighboring communities since 1961. The facility offers a healthcare experience that combines modern technology with the warmth of hometown hospitality.

With more than 200 employees, you can be confident that LCHC’s providers, nurses, paramedics, and technologists are well-versed in the latest healthcare advancement. With a comprehensive range of services, LCHC brings expert care right to your doorstep, so you can prioritize your health without sacrificing valuable time from your busy life.



Services offered include:

- Cancer Care
- Cardiac & Pulmonary Rehab
- Chronic Care Management
- Diabetes Education
- Emergency Services
- Functional Dry Needling
- General Surgery
- Hospice & Respite Care
- Infusion Services
- Inpatient Hospital Care

- Laboratory
- Medical Clinic
- Orthopedic Surgery
- Physical Therapy
- Podiatry
- Prenatal & Postnatal Care
- Radiology
- Skilled Nursing Care
- Sleep Studies
- Clinics
- Wound Care Services



Learn more about Lucas County Health Center and the care they provide by visiting [www.lchcia.com](http://www.lchcia.com).

## Chariton Area Museums and Historical Sites

The City of Chariton and Lucas County feature some very unique and interesting museums and historical sites, such as:

### ***Mormon Trail***

From 1846 to 1848 thousands of pioneers trekked across the region on the Mormon Trail, a majority following the easier northern Mormon Trace route. A boulder with a brass plate marks the site of Chariton Point, (one and one-half miles southeast of Chariton) where thirty some Mormons spent the winter of 1846-47. Wagon wheel ruts and campfire rocks can still be seen. Another commemorative boulder and interpretive panel is on the Chariton Square. An additional interpretive panel is located on the east Highway 34 entrance to Chariton.



### ***Lucas County Historical Society Museum***

The museum is housed in a 1900's home decorated in turn-of-the-century fashion and contains memorabilia of the Chariton area. The museum house was built by A.J. Stephens, Chariton contractor, in 1907-09 for the family home. The Lucas County Historical Society purchased the home in 1966. The Lucas County Historical Society Museum campus in Chariton

includes the restored A.J. Stephens house, John L. Lewis exhibit, Otterbein Church, Puckerbrush School, pioneer log cabin, authentic pioneer barn, Swanson gallery, and a blacksmith shop.

### ***John L. Lewis Museum***

John L. Lewis was born February 12, 1880, to Welsh immigrant parents in the coal mining camp of



Cleveland, Iowa – one mile East of Lucas, Iowa. He began working in the Big Hill Coal Mine in Lucas, Iowa as a teenager, joining the UMWA #799 in 1890. In 1907, John married Myrta Bell, daughter of the local town doctor. The following year they moved to Springfield, Illinois where he began his rise to power in the United Mine Workers of America and served as President of the UMWA for forty years and was founder of the Congress of Industrial Organizations.



***Freight House – Historical Site***

The Freight House had fallen upon very hard times some years ago, when the Arts Council, and the late Dorothea Fluke Many, decided to restore it. Countless volunteer hours and many thousands of dollars



later, it was fully restored. This house was where all the freight that arrived or left Chariton on C.B. & Q. lines stretching east, west, north, and south was processed, stored and dispatched back in the 1800's. The freight office at the front is intact. A kitchen and restrooms have been installed along one side of the former warehouse up front. While the Arts Council often uses the building for its own events, it is often rented out for meetings,

parties, family reunions, wedding receptions and more. The depot was listed on the National Register of Historic Places in 2003 as the Chicago, Burlington, and Quincy Freight House – Chariton.

***Hotel Charitone***



The Hotel Charitone was constructed in 1923. It was designed by local architect, William L. Perkins, as a premier hotel to serve the people of Chariton. Located on the northeast corner of the Chariton Square, it consisted of 59 hotel rooms and a hotel dining and reception area on the main level. In 2012 the Lucas County Preservation Alliance acquired the property. It was restored for residential and commercial uses and opened in 2014. It currently consists of 12 apartments and

the Iron Horse Charitone is located on the main level.

**Area Attractions & Recreational Opportunities**

Chariton is uniquely located in an area that features a wide variety of attractions and recreational facilities.

***Red Haw State Park***

This beautiful state park is located just one mile east of Chariton. The many amenities and activities include: bicycling, bird watching, boat

launch ramp, boating, camping-nonelectric, canoeing, dock, fishing, fish cleaning station, kayaking, modern campground, paddle boating, park lake, picnic area, picnic shelter, playground, restrooms, showers, snowmobiling, swimming, beach, interpretive, trails, cross country skiing, hiking, snowmobile, water hydrants, wildflower viewing, and wildlife viewing.

Red Haw's shaded campground overlooks the beautiful lake and includes electrical hookups, paved roads, modern restrooms, showers, and a trailer dumping station. A playground provides fun for little campers. A boat ramp is conveniently located near the campground.



- *The park was hit by a tornado in March 2022. Plans are underway to rebuild the park.*

### **Stephens State Forest**



Stephens State Forest is located in south-central Iowa and is divided into seven units totaling over 15,500 acres. The Forest is dispersed over five counties: Lucas, Clarke, Monroe, Appanoose, and Davis. The Lucas County Unit is located southwest of the town of Lucas, Iowa. Most of the recreational development on Stephens State Forest has taken place on this unit. Recreational activities include fishing, picnicking, camping, hunting, hiking, equestrian riding, snowmobiling, cross-country skiing,

mountain biking, and wildlife watching. The Lucas Unit has two small ponds and three campgrounds. There are 5 miles of trails that can be utilized for hiking, snowmobiling, and cross-country skiing. This unit is served by an all-weather road.

### **Rathbun Lake**

Located just 20 miles from Chariton is the premier recreational destination known as Rathbun Lake. Rathbun Lake was constructed by the U.S. Army Corps of Engineers to aid in flood reduction, expand recreational opportunities, assist in fish & wildlife management, provide water supply, the ability to augment flows on the Mississippi River to aid in navigation and to improve water quality on the Chariton River. The 11,000-acre lake opened to the public in 1970 and has prevented over \$160 million in flood damage since its inception. Rathbun Lake's 8 park areas draw nearly 1 million visitors per year.

### **Honey Creek Resort**

Honey Creek Resort is located along the shores of Rathbun Lake and is about 31 miles from Chariton. The resort features opportunities to cruise, jet ski, or kayak across the lake, splash around at the indoor water park, and play an 18-hole championship golf course.

Overlooking Rathbun Lake, this first-class resort includes a 105-room lodge, 28 resort rental cottages, restaurant and lounge, and indoor water park. It has all the amenities that visitors desire in a vacation destination, nestled in a beautiful natural setting. For more information, visit [www.honeycreekresort.com](http://www.honeycreekresort.com) (<http://www.honeycreekresort.com/>).



### **Cinder Path**

The Cinder Path in southern Iowa is notable as the state's first rail-to-trail conversion. Hikers can follow a shady route past farms and wetlands along the Chariton River between Chariton and Humeston for 13.5 miles. The Cinder Path is perfect for bike rides or walks. People often see deer, rabbits, and other wildlife along the trail.

### **Lakeview Golf & Country Club**

Lakeview Golf & Country Club, located in Chariton, is a semi-private golf course. From the back tees, the course plays over 2,891 yards with a slope of 112.

### **Vision II Theatre**

In 1995 volunteers started collecting donations and holding fundraisers to build a new theatre. The doors opened for the first movies ---“Mr. Holland’s Opus” and “Happy Gilmore” in 1996. The Vision II Theatre recently went through a major renovation replacing and updating projectors, seats, carpeting, and the heating and cooling system. The Vision II Theatre is open 365 days a year, with evening shows Monday through Friday and matinee and evening shows Saturday and Sunday and has first run movies and movies in 3D. Additionally, Vision II hosts birthday parties, a summer movie series, and more.



### **Johnson Auditorium**

The Johnson Auditorium on North Main Street hosts many small concerts, musicals, plays, and more throughout the year.

### **Pierce’s Pumpkin Patch**

The owners of Pierce’s Pumpkin Patch grew their first pumpkins in 1981. The business produces a wide variety of pumpkins, squash, gourds, Indian corn, and decorative items. Pierce’s is a local treasure, where a fall festival is held in October of each year.



***Pin Oak Marsh***

Nature enthusiasts head to this 160-acre wetland along Highway 14 one mile south of Chariton. It is home to two trumpeter swans. Pin Oak Marsh hosts a variety of ducks, geese, shorebirds, and songbirds that migrate through the marsh. *\*Pin Oak Marsh was hit by a tornado in March 2022. Plans are underway to rebuild.*



***Soda Pop Saloon***

The Soda Pop Saloon near Chariton is a western styled soda pop bar with live music, dinner, and dancing – perfect for the whole family. Decked out with western décor and soda pop memories, the Soda Pop Saloon is a delight. This year marks the 20th season with over 400 nights of musical entertainment.



***Lakeside Hotel and Casino***

Lakeside Hotel & Casino is located on West Lake in Osceola, Iowa about 37 miles from Chariton and boasts 150-room hotel that features a host of amenities including an indoor pool, outdoor amphitheater, fitness center, casino, and breathtaking lakefront views. The casino includes a variety of games including slots, blackjack, craps, and more.

***Equestrian Getaway***

Crossroad Ranch Campground and Cabins is a family-owned equestrian camping complex at its finest on 360 acres of a working cattle ranch. Forty acres are dedicated to camping with 24 electric and water campsites, unlimited primitive sites, and cabins to rent. The unique western-style bathhouse has amenities every camper will enjoy.

***Russian and Ukrainian Population***

Since 1990, Chariton has been home to an increasing Ukrainian and Russian population. Using skills and techniques from their homeland, they have renovated numerous houses using EIFS, a stucco like compound. This results in functional homes that are beautiful and unique and are spread throughout Chariton and Lucas County.





**Amish Communities**

Since the early 1990’s two to three dozen Amish families have made their homes in southern Lucas County. Here they live much as their ancestors did, operating farms, schools, and small businesses – and eschewing modern conveniences, such as cell phones and electricity.

**Des Moines Metro Area**

Des Moines, the State Capitol of Iowa, is located about 45 miles to the northwest of Chariton. There is so much to do and see in Des Moines, such as art festivals, concerts, sporting events, the State Fair, minor league baseball, recreational trails, and so much more. Some of the major attractions and events in Des Moines Metro Area include:

- Blank Park Zoo
- Science Center of Iowa
- Des Moines Civic Center
- Wells Fargo Area
- Drake University
- Prairie Meadows Casino
- Iowa Hall of Pride
- Iowa State Capitol
- Iowa State Fairgrounds
- Living History Farms
- State Historical Museum
- Wallace House
- Valley Junction Mall
- Botanical Garden
- Adventureland Park



Of course, the other major advantage is that the Des Moines Metro Area provides numerous employment opportunities for people with many skills, trades, and training.

**The City Manager Position – General Overview**

The Chariton City Council members work well together and are committed to helping the city move forward. There have been several successes in recent years, but everyone agrees there is still work to be done. The previous city manager left after 4.5 years to accept a position in a larger city. The City Council is committed to hiring a city manager that has the energy and vision to guide them, and the city, into the future. The successful candidate will find a qualified and dedicated team of department heads who take their roles seriously and have the desire to see the organization continue to evolve and grow.



## **Opportunities for the Next City Manager**

### **Business Growth/Economic Development**

Chariton is fortunate to have several large employers who are committed to the community. The biggest challenge to keeping that successful trend is workforce development and availability. Strong partnerships exist with the Chariton Area Chamber-Main Street and Lucas County Economic Development Corporation. The new city manager will find several economic development initiatives on the table. They will join a team of partners who are committed to filling vacancies with businesses that meet market needs. One of the biggest roles of the City is to enhance quality of life amenities and finding ways to appeal to young families, as well as an aging population.

### **Housing**

Cities with strong employment often have a shortage of quality, affordable housing. Chariton fits that description. However, there have been strides taken in recent years. A housing study is currently being completed.

A housing addition has been added on the city's north side by a private company. There are currently four houses completed, and two three-story apartment complexes are being completed. The developer's plans are to add two more apartment complexes and the lots are surveyed for additional homes to be built.

An upper-story housing project added 10 new apartments in the downtown district. The challenge ahead will continue to be new construction. Historically, most new construction has been infill. The new city manager will need to be resourceful in finding sites, funding, and working with partners, like Lucas County Economic Development, to keep the construction moving forward.

### **Infrastructure**

The city has made significant investments in streets and underground infrastructure in recent years. Regarding streets, the focus has been on asphalt overlays in residential neighborhoods. As that initiative is completed, the focus will be on improvements to main routes throughout the city, as well as concrete streets. Design and engineering have already been started on Court Avenue, the main thoroughfare through the city. The sewer system has, and will be, a focus of capital improvement for several years. There have been improvements directed to resolving inflow and infiltration issues. Sanitary sewer work will need to continue as will improvements to the plan. The city plans to develop a long-range plan for wastewater plant improvements in the coming year.

### **Financial Management and Long-Range Planning**

The city finds themselves in a poor financial situation several times. While working toward improvements, many capital projects and equipment purchases have been put on hold. The City Council is committed to moving forward and knows that a city manager, who is a strong financial planner, is important to achieving a long-term financial plan. The new manager will need to have the ability to project future needs. While the Council wants to be progressive, they are also quite conservative when it comes to financial responsibility.

## **Candidate Qualification Criteria**

The city is seeking highly professional candidates, who are passionate about local government and city administration. The following education, experience, management, and leadership criteria have been identified as important skills and abilities for candidates to possess and demonstrate. The starting salary for the position is \$80,000 to \$105,000, depending on qualifications and experience. Permanent residency within the city limits is required within six months.

### **Education and Experience**

Candidates for city manager should possess:

- Bachelor's degree in public administration or a closely related field. A master's degree is preferred.
- Three to five years of work experience in public sector management. Previous experience as a city manager (administrator) or assistant city manager is preferred
- Well-developed finance and budgeting skills with the ability to work closely with City officials and employees on budget development. The ability to develop financial plans and assess future financial needs is critical
- Experience in labor relations and the ability to build relationships with employees.
- Experience in succession planning and staff development will be helpful
- Experience in strategic thinking, short and long-range planning, and aligning priorities with goals
- Knowledge of the technological needs of city government
- Knowledge of local laws and codes
- Financial and mathematical skills for effective budget management
- Grant writing certification or equivalent course

### **Leadership and Management Skills**

Candidates should demonstrate the following attributes and skills:

- Strong interpersonal skills with the desire to work collaboratively with the City Council, department heads and others within the community with the ability to build trust and unity.
- Visible and involved in the community and be a champion for the community.
- Proactive, visionary leader who can identify future needs and can develop effective strategies for addressing those needs.
- Ability to be a change agent when needed with the backbone to make changes.
- Share a strong commitment to the principles of team management, involving department heads in decision making, delegating authority and latitude to personnel with confidence while remaining accountable for project outcomes.
- Be able to firmly yet diplomatically present professional views and implications of matters under consideration, while recognizing that the final decision rests with the City Council.
- Exceptional written and verbal skills
- Interact positively with city residents
- Awareness of pressing issues in the city

## **Duties and Responsibilities of the Position of City Manager**

### ***Management Style***

The city would prefer to work with candidates, who exemplify the following management style attributes:

- Ability to make decisions
- Keep the Council informed
- Ability to find money for emergencies
- Hard charging on goals, but soft and smooth
- Authoritative management style
- Not a micro manager
- Trustworthy leader
- Constant communicator with weekly check-ins
- Honest and confident
- Firm, but impartial and fair, with people and staff
- Maintain open communications and provide clear directives
- “Open door” kind of management style
- Strong leader, who is willing to “lead by example”
- Strong leader with vision and ability to communicate that vision
- Willingness to be involved in the community
- Diplomacy when managing divisive issues

### ***Personality Traits***

The City of Chariton is seeking candidates with the following personality traits:

- Ability to have a good relationship with people and not be offensive.
- Honest, fair, respectful, decisive, cooperative, and compromising
- Strong work ethic and someone that people respect
- Good listener and tactful
- Open to innovative ideas, willing to get involved in the community.
- Excellent communication skills and people skills.
- Good common sense and critical thinking skills.
- Initiative-taking, approachable, and organized
- Sense of humor, open, outgoing, and friendly
- Open minded and transparent
- Respectful of people and willing to consider different perspectives.
- Patient, flexible, and punctual

### ***Future and Current Capital Improvement Projects***

The city manager will be asked to guide and assist the city with numerous capital improvement projects over the next few years. These capital projects include:

- Trail Projects
- Street repair program
- Court Avenue Street project
- Airport improvement project
- Sanitary sewer system repair program
- Sanitary nutrient removal project
- Downtown water main and sewer line repair

- Sidewalk repairs & replacement
- Splashpad re-circulation
- City Lakes Master Plan
- Yocom Park Master Plan

### ***Upcoming Administrative Tasks and Projects***

The city manager will also be asked to coordinate and facilitate or enhance the following administrative tasks and endeavors:

- Nuisance abatement program
- Capital Improvements Plan
- City Council Goal Setting Session
- Update property maintenance code
- Continue city public relations plan
- Update the employee handbook
- Tree replacement program at cemetery
- Urban Renewal Plan
- Ordinance review
- Comprehensive Plan
- Contingency Plan

### **Announcement/Advertisement**

City Manager, Chariton, Iowa. (Population – 4,193). Progressive and growing community in south central Iowa, located at the junction of U.S. Highway 34 & Iowa Highway 14 in Lucas County, is seeking an energetic leader for the position of city manager.

Salary range is \$80,000 to \$105,000, depending upon qualifications, with full range of benefits. The city manager directly oversees the following municipal departments: city hall, wastewater, streets, cemetery, parks & recreation, police, airport, code enforcement, zoning, and finance, which includes 15 full time employees and an annual operating budget of \$5.2 million.

The city manager is also responsible for supervision of contracts, oversight of city property, management of capital improvement projects, and keeping the city council and mayor fully advised of the city's financial condition and overall future needs.

Qualifications include four-year college degree in public or business administration or related field and 3 to 5 years of experience in a public sector management position, with an emphasis on city finance, budget development, labor relations, strategic planning, and technology needs of city government. Residency in the City is required within six months.

Potential candidates can view a community/position profile on the city's website ([www.chariton.org](http://www.chariton.org)), after it has been posted on March 19, 2024. Application materials requested include: a cover letter, resume, salary history, and five work related references.

Applications will be accepted until April 19, 2024, or until the position has been filled. Confidential applications should be sent to City of Chariton, c/o City Clerk, 115 South Main Street, Chariton, Iowa 50049 or send to [cityclerk@chariton.org](mailto:cityclerk@chariton.org).