



OUTSTANDING OPPORTUNITY
TO SERVE THE CITIZENS OF

TIPP CITY, OHIO

AS THEIR NEXT

CITY MANAGER





Introduction

Slavin Management Consultants has been retained by the City Council of Tipp City, Ohio to assist in the recruitment, hiring, and orientation of a new City Manager. This profile has been developed after consultation with all Council members. The Council is unified in its objective to hire a highly-qualified professional based on the interpersonal and professional qualities and skills desired for the position.

The Community

Tipp City, Ohio is a growing community located fourteen miles north of Dayton on Interstate 75. The City was incorporated as a village in 1850 and became a City in 1960. Tipp City covers seven and a half square miles and serves a residential population of 9,689 (2010 Census). The City is served by diversified transportation facilities. Immediate access is to four State Highways and to Interstate Highways 70 and 75. The main line of the CSX Railroad (CSX), between Cincinnati and Toledo, passes through the City. Passenger and freight air service is provided by the Dayton International Airport located approximately 10 miles from the City. This system puts Tipp City within approximately a one-hour drive of Columbus, Cincinnati, and Indianapolis.

Tipp City is proud of its strong sense of community, its extensive parks and recreational facilities (with direct access to the Great Miami River Bikeway), and its great school system, which is rated "Excellent" by the State of Ohio.

The City's Historic District combines a walkable canal-era downtown district, diverse shopping options and eateries, and numerous historic homes and commercial buildings dating from the 1800's.

Tipp City is business friendly and maintains its own municipal electric system, which helps to provide a low cost of living for citizens and business owners.

The Organization

Tipp City is a home rule municipal corporation operating under its own charter. The City is also subject to some general laws applicable to all cities. Under the Ohio Constitution the City may exercise all powers of local self-government, and police powers to the extent not in conflict with applicable general laws. The Charter provides for a Council-Manager form of government.

The Tipp City Council consists of seven members elected on a nonpartisan, at-large ballot for four overlapping terms. Council members may serve no longer than three consecutive four-year terms. Council members select biennially from among its own members one to serve as Mayor, who is the ceremonial and representative head of the City. At the same time of selection of a Mayor by the Council, members also select one of their members to serve as President of Council for a term of two years. The President of the Council presides at all Council meetings and has a vote on all matters which come before the Council. As the City's legislative body, Council members set policy, establish long-range goals for the City and approve and oversee the City's annual budget. The City Council appoints a City Manager and a Council Clerk. The City Manager is the City's Chief Executive and Administrative Officer. S/he appoints all Department Heads and employees of the City.

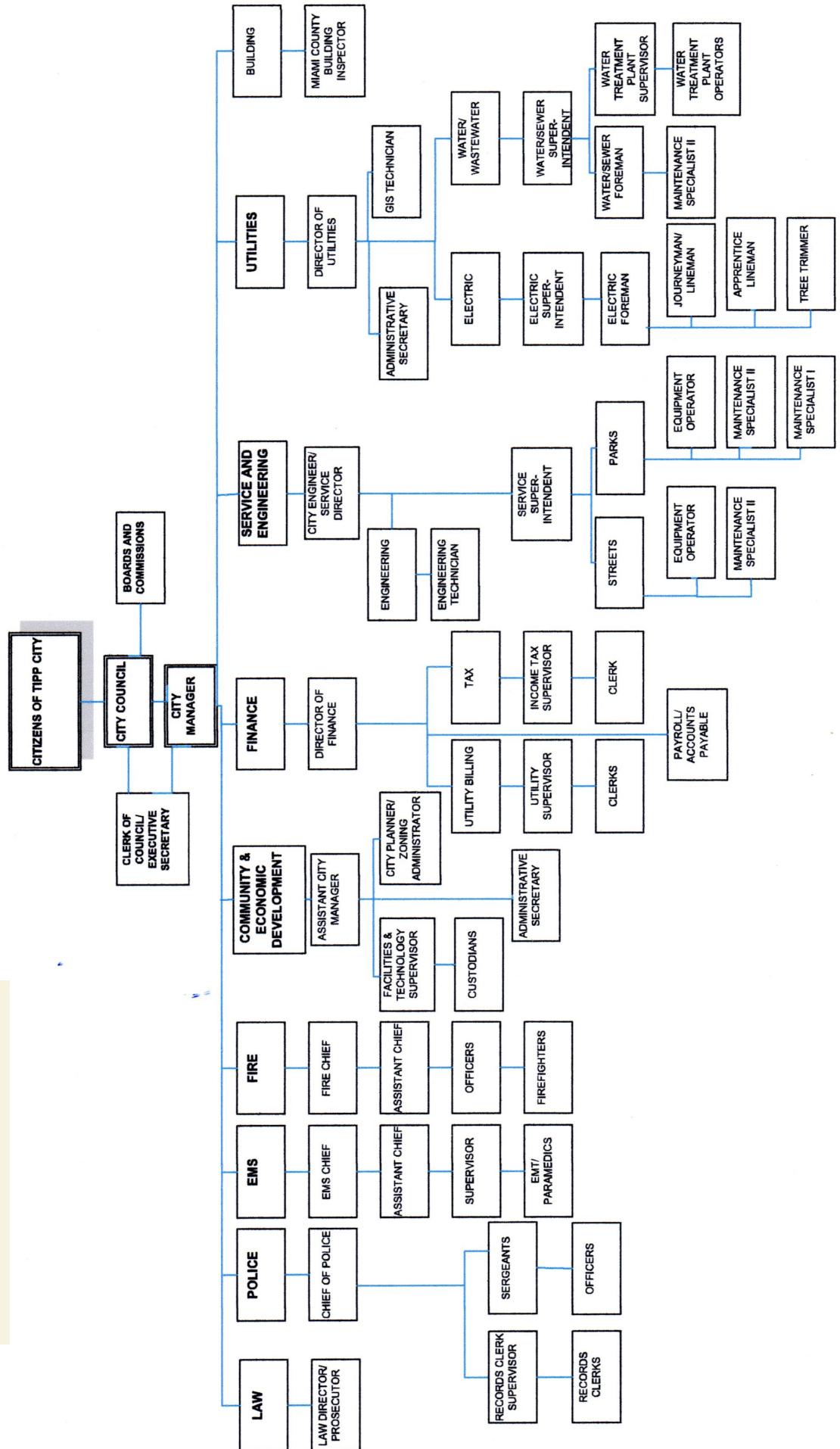
Day to day operations of the City are the responsibility of the City Manager. Tipp City government functions are carried out by the City Manager and seven appointed department directors who report directly to the City Manager. Directors of these departments, which include Finance, Utilities, Engineering & Service, Community and Economic Development, Police, Fire, and EMS along with the City Manager, constitute the City Administration. The City's current general fund budget amounts to \$42,331,212. The general fund supports 66.03 FTE's. With all funds the City supports 98.94 FTE's.

For additional information about Tipp City, please visit www.tippcityohio.gov.



CITY OF TIPP CITY

December 2013





STRATEGIC PLAN 2012 - 2014

Goal 1

Foster economic development in Tipp City by building upon the community's business base and aligning with regional and state industry sector priorities where possible

Strategy 1: Develop a Tipp City economic development plan focused on job growth by placing more economic development focus in the City's Comprehensive Plan. (2013 - 2014 update)

Strategy 2: Develop a plan focused on utility (electric, water, sanitary sewer, storm water) capacity and revenue requirements, because utilities play a key role in economic development.

Strategy 3: Update the zoning code book so that it consistently regulates "what can be built and where ." The zoning code tells developers what land uses, building types and sizes, heights and densities are appropriate on land throughout the City among many other topics covered by zoning codes.

Goal 2

Improve and maintain housing and neighborhood environments

Strategy 1: Develop a citizen survey, which obtains results that provide the City with a high level of statistical confidence, to gather citizen feedback on park and other neighborhood environment and government service priorities.

Strategy 2: Review and update the current Parks Master Plan and include recent citizen input.

Strategy 3: Mitigate Stormwater Inflow & Infiltration (1 &1) into the City's sanitary sewer collection system .

Strategy 4: Address the number of vacant and abandoned homes in the City, the condition of which amounts to a public nuisance.

Goal 3

Foster communication between the community, staff and council members

Strategy 1: Enhance communication between the City and its community.

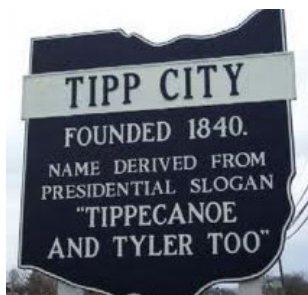
Strategy 2: Enhance communication between staff and council members.

Strategy 3: Enhance communication among Council members.



Issues and Opportunities

- Complete work on recently adopted new land use code
- Water and sewer rates are an issue
- The electric utility is a great asset for the City
- Railroad inhibits smooth flow of traffic movement in the downtown area
- Under grounding of utilities
- Need for improved water retention infrastructure to alleviate flooding potential
- Things are going well now - need to continue successful economic development efforts (keep the downtown full)
- Tipp City is in stable financial condition and has consistently balanced its budgets even during the recent recession
- City is committed to having a park in every neighborhood



Qualifications and Qualities

The minimum job requirements are:

- 1) a bachelor's degree in public or business administration with a master's degree preferred, and
- 2) five years of progressively responsible public management experience or equivalent combination of education and experience. Certification as an ICMA credentialed manager is desired. Residency is preferred and highly encouraged.

Management and Leadership Qualities

With the City Council

- Open, warm, friendly and transparent
- Straight and thorough communications
- Knowledgeable and able to present thoughts in understandable terms
- Able to make tough decisions even if unpopular with the Council or some of its members
- Keeps the Council informed

With Staff

- Provides staff with clear direction and performance expectations and holds them accountable
- Collaborative style; empowers staff; knows what is going on but uses a hands off style which allows them to do their jobs
- Earns staff's respect and develops it into a mutual respect
- Gives staff credit for their successes

External

- Expected to be visible and active - - City provided civic club membership
- Must be active with the Downtown Tipp City Partners, the Chamber of Commerce and others
- Serves as City representative to neighboring local governments including the Northern Area Water Authority, the Miami Valley Regional Planning Council and others

General

- Honest
- Bright
- Personable, excellent verbal and written communications abilities
- Thick skinned
- Sense of humor

Compensation

The compensation package includes a competitive base salary and fringe benefits that will ultimately depend upon the qualifications of the best candidate.

To Apply

In order to be considered for this position, please send your resume and cover letter with current salary by July 11, 2014 to slavin@bellsouth.net. For additional information please contact either:

Robert E. Slavin, President

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