



The City of Wyoming, Ohio

Invites Qualified Candidates to Apply For

City Manager

ABOUT WYOMING – The City of Wyoming is an economically stable community of 8,400 residents located in the Mill Creek Valley of southwestern Ohio, north of Cincinnati. The City is primarily a residential community. It has a median family income of more than twice the national average and an educational level of nearly three times the national average based on the percentage of adults that have at least a bachelor's degree. Wyoming has 8,400 residents within its city limits, of which 87 percent are Caucasian and 9 percent are Black. Six percent of the residents speak a language other than English at home, and 87 percent of residences are owner-occupied. The population is politically diverse with the recent State Representative election resulting in an initial vote count difference of only 5 votes.



HISTORY

Wyoming is located in the Mill Creek Valley which has provided a route from the Ohio River to points north since Native American times. In the early 1800s settlers in the territory developed Springfield Pike through what would become Wyoming.



The completion of the Miami & Erie Canal in neighboring Lockland in the late 1820s opened the doors for growth and industry in that community. Many Lockland factory owners chose to build their homes in Wyoming. Significant growth in Wyoming did not occur until the Cincinnati, Hamilton, and Dayton Railroad was completed in 1851. Soon after, residential subdivisions were developed to take advantage of the access to and from Cincinnati that the train provided.



On April 4, 1861, Colonel Robert Reily held a meeting in his home for the purpose of naming the village that had developed. The name "Wyoming" was selected because the village reminded early settlers of a beautiful spot in Pennsylvania that was called Wyoming. In 1874, Wyoming was incorporated as a Village with 600 residents.

Wyoming's leaders were progressive and by the 1890s had constructed a town hall, water works, electric light plant, sewerage, sidewalks, an amusement hall, and school buildings. In the 1920's a planning commission was formed and zoning regulations were adopted. In 1946 the first Master Plan was adopted by the Village.

In 1949, Wyoming status was changed from a Village to a City. Simultaneously this City of over 5,000 persons adopted the council/manager plan as its form of government.

SCHOOLS

There is a strong consensus among City Council Members that the maintenance of high quality schools is the number one priority of the community. One strong indicator of community support is the existence of a 1.25 percent school income tax in addition to the school property tax. The school income tax, while allowed throughout Ohio, is rarely enacted. The corresponding income tax for the City operations is set at .8 percent - a significantly lower rate than enacted by most Ohio municipalities.

Community support for its schools has produced extraordinary results. Wyoming schools are recognized as among the nation's best. In 2009, both *Newsweek* and *U.S. News & World Report* named Wyoming High School among the best high schools in the nation.



The State of Ohio also recognized the quality of the Wyoming City School District. The 2009-10 State Report Card rated the Wyoming School District's performance as the second highest in Ohio. With an index score of 110.4, the district is rated as "Excellent with Distinction."

Quality education is also available in Wyoming through the St. James of the Valley parochial school.

PARKS & RECREATION FACILITIES

Wyoming boasts excellent park and recreation facilities. A system of 11 parks and playgrounds offers baseball/softball fields, soccer fields, green space, basketball courts, a hike/bike trail, picnic areas, tennis courts, a rock climbing structure, and a skate park.

In addition to the parks the City offers numerous recreation facilities for its residents. Wyoming residents take advantage of the Recreation Center, Civic Center, Family Aquatic Center, and gymnasium. The Recreation Center offers a full-size gymnasium, meeting rooms, fitness center, child care room, and shower/locker facilities. The Civic Center offers community meeting rooms, a stage, and bowling facilities. The Aquatics Center is located at the Recreation Center and offers an eight-lane heated competitive-size pool, play and spray area, vortex swirl pool, diving board, slide, a bathhouse, and the Sea Dragon Cafe.



The City also provides multiple "preserves" that are defined as developed property placed into a Trust for the benefit and enjoyment of residents as part of the Green Areas Trust program. Thirty acres are currently in the Trust and listed as nature preserves and passive parks. Included in these properties are Community Gardens with fifty plots that are available at a small fee for residents to garden and be viewed by the public.

The City's Recreation Department also offers a wide variety of community events to the residents throughout the year including the July 4th celebration, Fall Festival, Halloween, and Holiday Open House. These events provide a true sense of community for the residents and emphasize the spirit of Wyoming through pride and volunteerism.



CITY GOVERNMENT – Wyoming is a home-rule municipal corporation that has operated under the council-manager plan since 1949. The policy making body is composed of seven Council Members elected at-large in odd numbered years for two-year terms. The Mayor and Vice Mayor are chosen by the Council from among its members. There is a strong sense of civic responsibility in city government as Council Members are paid only \$5.00/month. Also, when Council Member vacancies occur, there are typically multiple applicants for the position. The City Council meets monthly and at other times as needed. The council/manager plan is strongly supported, and the Council has a high respect for the value that City employees provide to the community.



A professional City Manager is appointed by the Council. The City Manager serves as chief executive officer and head of the administrative branch of government. The City Manager has the appointment and removal power for all staff and manages the City offices and departments in accordance with the policies determined by the City Council. The City Manager is responsible for the enforcement of laws, ordinances, and resolutions except as otherwise specified by City Charter. The City Manager is also charged with providing the City Council with complete objective information including the pros and cons of policy alternatives and the long-term consequences of each. The most recent City Manager accepted a position in another community after 12 years as Wyoming's City Manager.

The City is blessed with a highly educated and participative citizenry that has a strong interest in public service. That strong sense of community is evidenced by residents who pay attention to City operations and demand a high level of service and responsiveness. There are fifteen formally appointed advisory boards and commissions along with many less formal opportunities for resident involvement. The City Council appoints members to each board and commission after reviewing letters of interest and conducting interviews. Many of the Council Members began their public service through advisory and volunteer activities.

The City provides a full range of municipal services with 111 FTE's and volunteer/part-time fire and emergency medical personnel. Police officers are represented by the FOP and Public Works employees are represented by AFSME.



Beautify Wyoming: Beautification

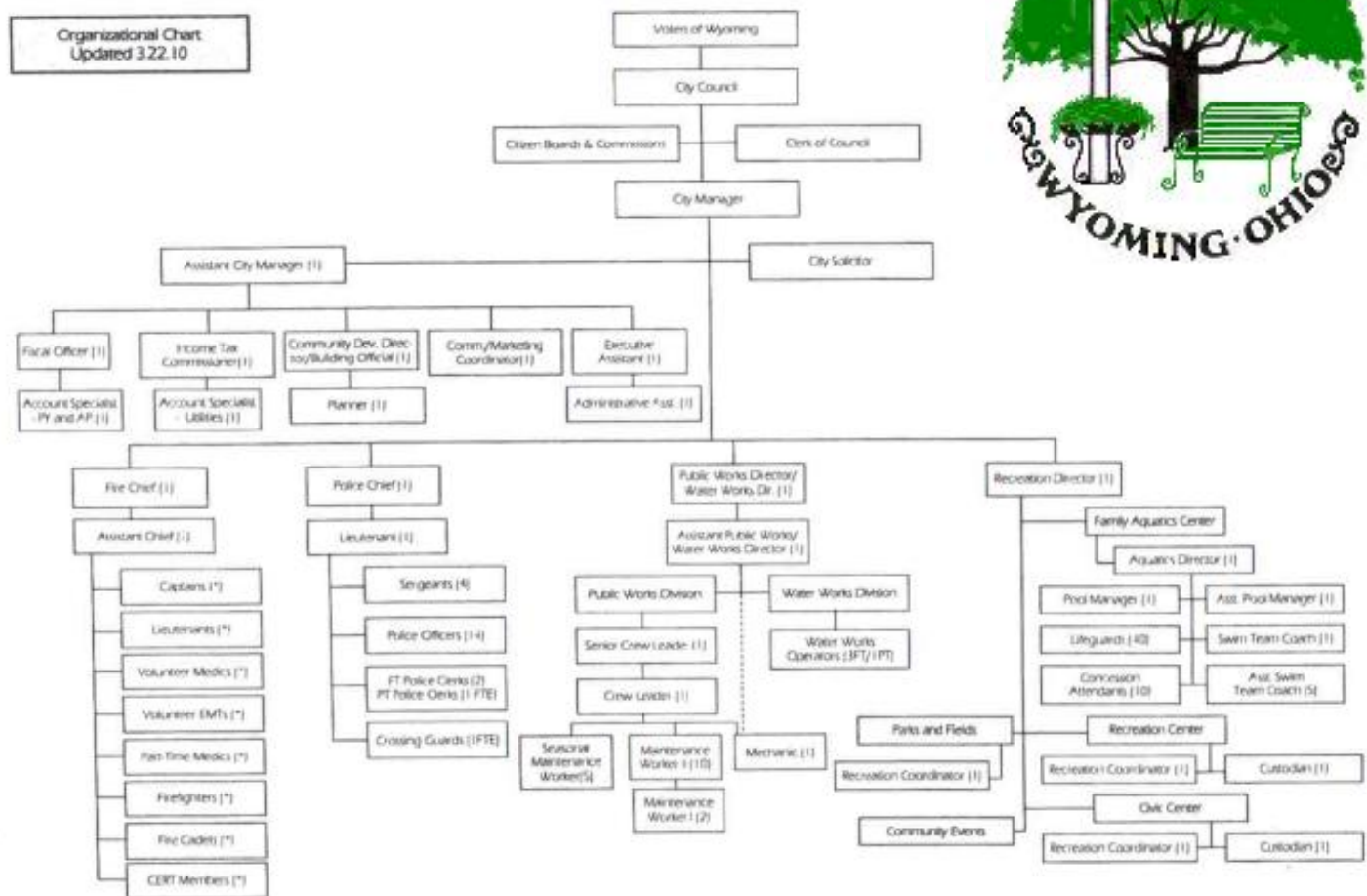


Urban Forestry Board:
Emerald Ash Borer Treatment Program



Environmental Stewardship
Commission: Recycling Efforts Program

Organizational Chart
Updated 3.22.10



The City which operates on a January – December fiscal year has a total budget of \$18.1 million including a \$7.2 million general fund that has a fund balance of \$3.2 million. Half of the general fund revenue is generated by the income (earnings) tax and 39 percent is from property taxes. The City’s fiscal strength is recognized with its Standard and Poors’s AAA general obligation bond rating.

The residential tax base in Wyoming is very stable. As such the City is an island of financial stability in the region. The City has not experienced the drastic losses in revenue that other communities have experienced when businesses close or reduce employment. While financially stable, the City has not been immune from the national recession. For the first time in recent history the City is faced with declining revenue combined with continued high service demands. Income tax revenue declined by approximately 12 percent (\$550,000) in 2009, while property tax revenue was stable. In developing the 2010 budget the City responded by cutting operating expenses by 2.8 percent and by adjusting reserve balances. The City also began process improvement analyses in many City departments aimed at improving City processes to enhance service and lower costs. City revenue collection for 2010 appears to be stabilizing.

Approximately one-third of the operating budget is devoted to Public Safety. Roughly three-quarters of that amount is spent on Police services. The remainder is spent for Fire-EMS services. The Fire-EMS expenses are kept low through a 78-member volunteer and part-time Fire-EMS Department.

ISSUES AND OPPORTUNITIES – The following is a summary of the issues and opportunities to be managed by Wyoming’s next City Manager.

- Wyoming is primarily a residential community without industrial development and limited commercial development. The commercial development has felt the recession and is in need of assistance.
- The primary priority and major concern of the Council is the continued success of the school system. The school system is facing financial challenges that may be addressed through cooperative efforts with the City.
- The City is facing its first revenue downturn in many years, yet the residents demand for service remains very high.
- Several top management positions are being held open pending the hiring of a City Manager.

JOB REQUIREMENTS – The minimum job requirements are: 1) bachelor's degree in public or business administration with a master's degree preferred; and 2) at least 5 years of progressively responsible public management experience; or equivalent combination of education and experience. Residency is preferred but is an issue to be negotiated with the successful candidate.

Other desired qualities include:

Is a “friendly extrovert”:

- demonstrated emotional intelligence in dealing with residents;
- great listening skills;
- approachable to Council and general public;
- ability to “read” the community;
- track record of fully participating in the community;
- ability to facilitate “healing” of past differences;
- does not take self too seriously;
- does not play favorites--leaves people with feeling of being treated fairly; and
- “straight-shooter” and not a game player.

**COUNCIL GOALS AS LISTED IN THE
2009 ANNUAL REPORT ARE:**

- the City of Wyoming will act as a leader of sustainable policies and environmental conservation in the region;
- environmental stewardship is essential to the future of Wyoming and the region. Wyoming will provide educational resources to highlight the importance of sustainability;
- development of Historic Preservation Guidelines will be used to encourage and promote historically sensitive development or redevelopment;
- encourage the continued education of the history and culture of the City;
- major transportation corridors within the City should be attractively landscaped and designed;
- Wyoming will work with neighboring jurisdictions to improve the quality of its shared business districts;
- Wyoming will continue to be a first choice for homeowners in the Greater Cincinnati Metropolitan Area;
- Wyoming will provide a variety of programs and services that enhance the quality of life of its residents;
- Wyoming will develop, maintain, and manage parks and recreation facilities that enhance the residents’ quality of life;
- Wyoming will enhance its revenues through additional and outside funding opportunities;
- Wyoming will ensure long-term fiscal health through thoughtful fiscal planning;
- Wyoming will encourage the redevelopment of the Wyoming Avenue Business District and its environs as “The City Center”; and
- Wyoming will encourage the redevelopment of Springfield Pike between Wyoming Avenue and Worthington Avenue as “The Promenade”.

Is professionally skilled:

- continues training/education in public management;
- effective oral and written communication skills;
- offers a creative approach to City planning which respects history and enhances economic vitality;
- track-record of ability to raise non-tax revenue for Council priorities;
- track-record of strong public finance skills;
- demonstrated “media savvy” performance;
- track-record of effective communication with entire Council; and
- track-record of positive intergovernmental relations.



Is an able staff leader:

- demonstrated ability to hire and retain highly skilled employees;
- strong human relations skills;
- demonstrated mature and respectful approach to subordinates;
- does not micromanage staff; and
- support and facilitate the use of community volunteers.

Is a person of high personal integrity;

- high moral standards; and
- hard working.

Is a person who respects the history and traditions of Wyoming and is not looking for “change for change’s sakes”.

COMPENSATION – The annual pay range for this position is \$118,110-146,640 which includes the employer pickup of the City Manager’s state pension contribution. The starting salary is dependent on the selected individual’s qualifications and match with the attributes desired by the City.

Other benefits offered by the City which also may be negotiated include:

- very generous self-funded health insurance plan that currently covers the employee and family with minimal co-pay and deductible amounts for \$155/month;
- life insurance;
- dental insurance;
- hearing benefits;
- optical benefits;
- longevity pay;
- vacation;
- sick leave;
- 13 paid holidays; and
- participation in Ohio Public Employees Retirement System.

To Apply:

In order to be considered for this position, please send your resume and cover letter with current salary by December 6, 2010 to slavin@bellsouth.net. For additional information about this job, please contact:

David Krings
SLAVIN MANAGEMENT CONSULTANTS
3053 Williams Creek Drive
Cincinnati, Ohio 45244

Phone: (513) 200-4222
Fax: (770) 416-0848
E-mail: dkrings@cinci.rr.com
www.slavinweb.com



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