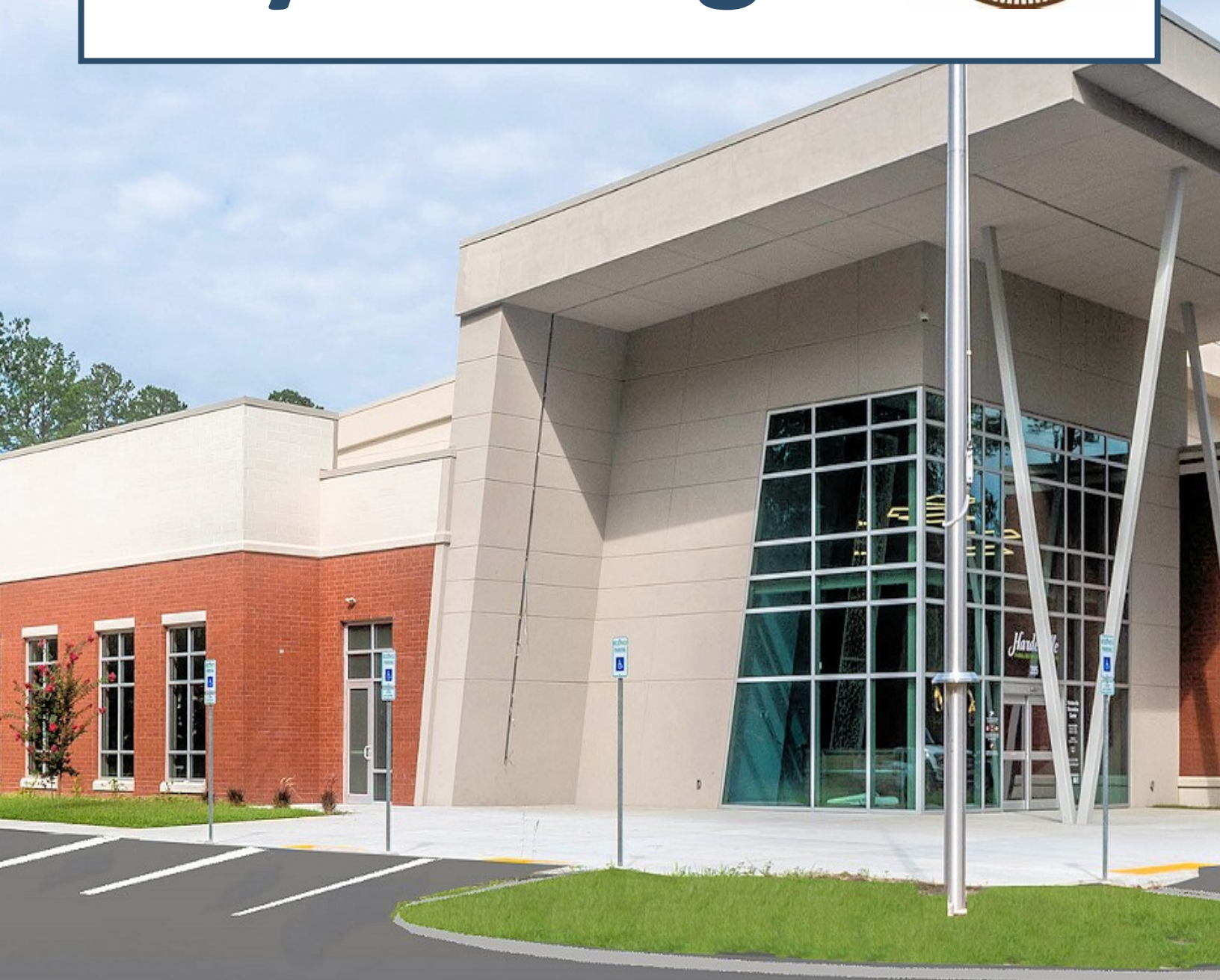


THE CITY OF HARDEEVILLE, SOUTH CAROLINA

IS SEEKING CANDIDATES TO SERVE AS

City Manager



Visit Hardeeville on the web at www.hardeevillesc.gov



ABOUT THE CITY OF HARDEEVILLE

The City of Hardeeville was founded in 1911 and is in the southern Lowcountry region of South Carolina, just north of Savannah, Georgia. The City currently occupies a land area of fifty-eight (58) square miles and has a population of approximately 14,000 residents. The City is empowered to levy a property tax on both real and personal properties located within its boundaries.

Hardeeville is a gateway to the Hilton Head Island, Bluffton, and Beaufort/Port Royal tourism markets due in part to its access to regional roadways. Two major interchanges along Interstate 95, Exit 5 and Exit 8, are within City limits and provide primary access to these destinations. Two major arterials, US Highway 278 (running east/west) and SC Highway 17 (running north/south), accommodate much of the traffic in both Jasper and Beaufort Counties. Much of Hardeeville's large-scale residential and commercial growth is occurring along these corridors. The City continues to work with other local governments and the South Carolina Department of Transportation (SCDOT) to review and update traffic management plans.

In recent years, the City of Hardeeville and Jasper County experienced increased economic opportunity and population growth complimenting the growth of Beaufort County and the Town of

Bluffton. As City leadership saw growth in these neighboring communities, they developed and implemented a long-term plan with a vision focused on economic development, the addition of quality housing options for residents and providing quality recreational opportunities for the citizenry.

Hardeeville's growth has included annexing large tracts of land along US 278, US 17, and the 1-95 corridor. Through these annexations, the City grew more than tenfold. Hardeeville grew from five square miles in 2000 to fifty-seven square miles in 2022. With this exponential growth, Hardeeville has been the fastest growing municipality in South Carolina over the last ten years. The City's expansion, especially along the US 278 corridor from 1-95 Exit 8 to Beaufort County, has generated limited commercial development and the development of quality housing in communities such as Sun City, Hilton Head Lakes and Latitude Margaritaville. These residential communities continue to expand and other new developments are underway, further increasing the availability of housing and commercial opportunities in the East Argent and West Argent communities along with areas along US 278.

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Hardeeville projects its population will exceed 31,000 residents by the year 2030. Current and planned development will add 10,000 residential units over the next ten years. In addition to this residential growth, an additional 12 million square feet of commercial space (hotels, restaurants, and various retail establishments) will be added over this timeframe as well. The City has already begun planning for the increased demand for programs and services. Initiatives include promoting new community services, the increased need for healthcare and assisted living facilities and affordable workforce housing.

HARDEEVILLE MISSION STATEMENT

The City of Hardeeville, South Carolina is in partnership with our community and works to protect and enhance the quality of life by providing a high level of service in an efficient and responsive manner for all citizens.

The primary goal of the City is to support the success and well-being of the community by maximizing our resources (services, programs, facilities, and financial assets) while being good stewards of public funds to provide the greatest benefits for all citizens, visitors, and businesses.

The City recognizes that as it continues to grow and develop it must be flexible in implementing various changes in efforts to continue to provide successful levels of programs and services.

OPPORTUNITIES AND CHALLENGES

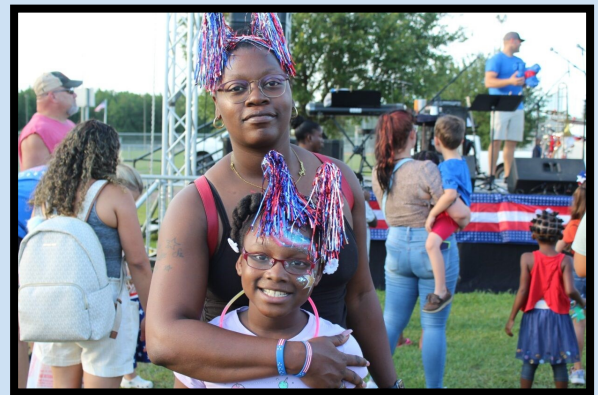
- Economic development remains the chief driver of the City's efforts in improving the quality of life for residents. A major cornerstone of this effort is the proposed construction of Exit 3 off Interstate 95. This interchange will provide an additional route for freight traffic to existing and future port terminals, US Highway 17, and US Highway 321. Anticipated investment related to this development will provide direct access to the Riverport PDD, Clarius Park, the Sherwood Tract and the Freedom Industrial Park which the City envisions as being a major site for commercial and industrial development. The Exit 3 interchange project is on SCDOT's transportation improvement project list, on the Lowcountry Council of Governments (LCOG) priority plan. To date, the project has received \$4 million dollars of State funding. In July 2020, the South Carolina Transportation Infrastructure Bank awarded a \$28 million grant and a \$28 million loan for the construction of the exit. Planning and coordination with the Federal Highway Administration, the U.S. Army Corps of Engineers, and South Carolina Department of Transportation is underway. Total project cost will exceed \$90 million, and construction is expected to commence in 2025.
- The economic impact of this project will be considerable. In five (5) years, the project is expected to create over 6,000 permanent jobs. The first phase of the project is expected to generate an increase of over \$3.1 million in annual revenues for the City. At build-out (30 years), these combined investments are expected to create over 40,000 permanent jobs, eclipsing the economic impact of the BMW plant in Spartanburg, SC.
- Growth management efforts have led to the creation of Planned Development Districts (PDDs), where the City establishes an agreement with prospective real estate developers for proper allocation of land uses within the district. Currently, the City has twenty-one (21) active PDDs which constitute a vast majority of the incorporated areas of the City. Twelve (12) of these PDDs are in active construction phase.
- The City has also experienced increased construction activity in non-PDD areas. Within Hardeeville, over 4,000 new residential units have been constructed in the past five (5) years. Considering both PDD and non-PDD areas, the City has effectively doubled its housing inventory over the past decade.

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Hardeeville

SOUTH CAROLINA

- Riverport Industrial Park, Hardeeville Commerce Park and the Sherwood Tract, a 1300+ acre site suitable for large commercial and industrial development, will be major drivers for economic and job growth. The City completed development of Hardeeville Commerce Park. This 166-acre park provides sites for light industrial and mixed-use development. Nearly all available acreage has been sold. When buildout is complete, the Park will provide over one million square feet of space.
- Coastal Carolina Hospital (CCH) near Exit 8 is affiliated with Hilton Head Regional Healthcare. Over the past few years, CCH has opened a new Obstetrics and Gynecology facility, added a state-of-the-art MRI suite and stabilization units. Most recently, CCH opened a stand-alone emergency room. In 2020, Beaufort Memorial Hospital opened a large medical office building at Okatie Crossing.
- In 2021, the City opened its 35,000 square foot recreation center complete with basketball, volleyball, racquetball and pickleball courts, an indoor walking track, a fully equipped fitness center and meeting space.
- The City added a new fire station in November of 2022. This 8,000 square foot facility has two bays to house two fire apparatus.
- Need to ensure that utility capacity will be sufficient to support future development.
- Both the Mayor and the City Manager, who are both long tenured and highly regarded, will leave their positions this year.
- Intergovernmental relations, particularly between the City of Hardeeville and Jasper County.
- Old Hardeeville Downtown renewal projects need to be reprioritized. More aggressive effort is needed to implement the White Hardee Blvd. Master Plan and other approved downtown renewal projects.



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ABOUT THE CITY GOVERNMENT

The City operates under the Council-Manager form of government. Policymaking and legislative authority are vested in a governing council consisting of five members. The City Council is responsible, among other things, for passing ordinances, adopting the budget, appointing committees, and hiring the government's manager, municipal judge, and attorney. The City Manager is responsible for implementing policies and ordinances of the governing council, overseeing the day-to-day operations of the City, and appointing department heads. The four (4) Councilmembers and Mayor are each elected to four-year staggered terms; with two (2) Councilmembers being elected every two (2) years and then the other two (2) Councilmembers and Mayor running during the next election. Municipal elections occur in November of even numbered years for a term that will begin in January of the following year for four (4) full calendar years.

HARDEEVILLE, SOUTH CAROLINA MAYOR & CITY COUNCIL	
Harry Williams	Mayor
Bo White	Mayor Pro Tem
John Carol	City Council Member
Valerie Guzman	City Council Member
Steve Meersman	City Council Member

The City provides its citizens a full range of services including police and fire protection, street maintenance, recreational infrastructure, recreational activities, cultural events, court services, planning, building and development services, code enforcement and economic development.

The annual budget serves as the foundation for the City's financial planning and control. All departments of the City of Hardeeville are required to submit requests for appropriations to the manager on or before the last day in March each year. The City Manager uses these requests as the starting point for developing a proposed budget. The City Manager presents this proposed budget to the City Council for review prior to May 15th. Council is required to hold public hearings on the proposed budget and to adopt a final budget no later than June 30th, the close of the City's fiscal year.

The Hardeeville Fiscal Year Adopted Budget all funds total is \$53,914,850 of which \$27,791,505 comprises the General Fund. The City employs 156.5 FTE's.

GFOA's Certificate of Achievement in Financial Reporting Award was awarded to the City of Hardeeville for its Annual Comprehensive Financial Report for the fiscal year ended June 30, 2022. This award, along with the GFOA's Distinguished Budget Presentation Award and Popular Annual Financial Reporting Award, designate the City as a GFOA Triple Crown Winner.

Long-term Financial Planning

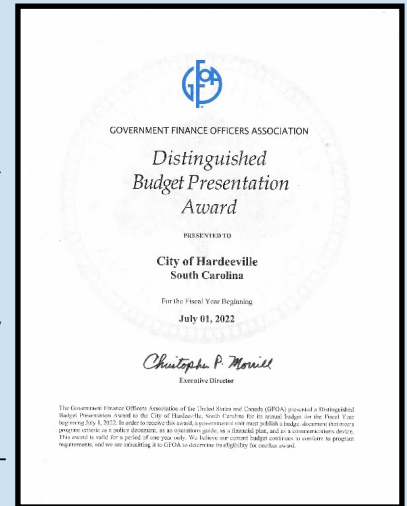
Hardeeville seeks to be strategic in its development, managing all facets of growth from the initial concept through project completion. A key challenge is to assure the City is prepared for the increased demand for City services. The City continually reviews and updates financial plans.

The City has entered into development agreements with several developers. A City Development Fund has been established to account for the development investments. The agreements contain special assessments and development fees to reimburse the City for costs associated with the developments.

With the planned residential and commercial developments, the City has negotiated development agreement fees paid by the developer. These fees, in addition to property tax revenue generated from the development, help offset the initial cost of providing additional governmental services. The fees provide for school, library, police, fire, roads, and recreation services as well as infrastructure additions and improvements. When the residential and commercial development fees are realized, the City and its partner entities will have received approximately \$300 million in voluntary development fees.

THE CITY MANAGER

The City Manager is an at-will position appointed by the City Council serving under their direction and control. The City Manager's position carries full responsibility as the administrative head of the City of Hardeeville.



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CITY OF HARDEEVILLE, SOUTH CAROLINA ORGANIZATIONAL CHART





Among other responsibilities, The City Manager's is responsible to:



- Ensure that all laws of the City and requirements of the City Council are faithfully executed.
- Direct the development and implementation of goals, objectives, policies, and procedures consistent with the City laws and ordinances and the policy direction of the City Council.
- Appoint and remove all employees; direct and supervise the administration of all departments, offices and agencies of the City, except as otherwise provided by ordinance or law.
- Supervise, direct, and evaluate assigned staff; respond to and resolve employee concerns and problems, direct work, complete employee appraisals, and when need be, counsel and discipline employees.
- Supervise the preparation of the annual City budget and submit a proposed budget to the City Council.
- Manage all fiscal operations for the City.
- Prepare and submit capital improvements to the City Council.
- Prepare and direct long term plans of capital improvements and financing plans.



- Prepares and directs long term plans of capital improvements and financing plans.

DESIRED POSITION REQUIREMENTS

Education and Experience

Requires a combination of education and experience equivalent to attainment of an MPA or MBA complemented by at least 5 years of increasingly responsible local government management experience. Recent experience as a local government department head, assistant or deputy city manager will also be seriously considered.

The successful candidate must clearly possess and apply the superior management and leadership knowledge, skill, ability, commitment, and energy needed to achieve the Council's goals.

The Mayor and Council are interested in their next City Manager with skills and/or experience in the following areas:

- Innovative practices and affiliated technology that improve systems, processes, efficiencies, and costs.
- Experience in strengthening the City's balance sheet/finances, possibly through efficiencies, system improvements, innovation; evaluating new revenue opportunities and strategies for streamlining operating costs.
- Local and/or regional experience in business retention, growth, and various economic development strategies.
- Cultivating a culture of collaboration between Council and staff.
- Mentoring, developing, and providing support to a professional staff.
- A track record of embracing professional development, knowledge transfer and empowerment of City staff.

Additional notable qualities to include:

- Treats everyone with fairness, dignity, and professionalism.
- Strong communication skills with the ability to speak extemporaneously with professionalism.
- Committed to implementing proactive communications with the City Council including providing timely updates on emerging issues.
- Goal oriented, strategic thinker and someone who is not afraid to challenge the status quo if options are available



to exceed service expectations. Someone who can be firm, when needed, but fair.

- Takes the initiative on issues and challenges.
- Politically astute but nonpolitical with the ability to act impartially and independently while supporting the goals of the Council.
- Exceptional professional interpersonal skills both within and outside of the organization, recognizing that the position is a high profile one.
- Calm and approachable demeanor even while under pressure.
- Demonstrates active listening skills with the recognition that there is always an opportunity to learn in each personal engagement.

Leadership Style With Staff

- An ethical leader who inspires and supports the work of the team.
- A strong listener and communicator who inspires and empowers staff to be creative, open to new ideas.
- A cautious leader, who takes appropriate time to evaluate change before implementing change. Being mindful not to jump to conclusions.
- Respectful to the Mayor and Council, recognizing the challenges of their roles when interacting with them.
- Is fair, evenhanded, consistent and respects adopted policies and procedures.
- Will be active and visible within the community.
- Supports continuing and ongoing professional development.
- Appropriate technical competencies in areas involving budget and finance.

With the Community

The City Council desires the City Manager to be visible, accessible and in many circumstances, the "Face of the Community."

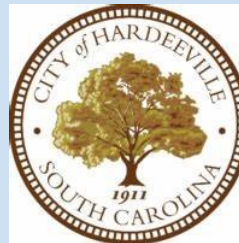
With Other Governments including County and State and neighboring jurisdictions

These and likely other organizations require active leadership

level involvement by the City Manager.

COMPENSATION AND BENEFITS

Compensation for the position will be highly competitive. Beginning compensation is negotiable based on qualifications and experience. The City provides excellent employee benefits which include paid time off, medical, dental, prescription drug, life/AD&D, retirement benefits and professional development. The City also offers employee paid supplemental plans such as vision, long term disability, and more.



TO APPLY:

This position will remain open until filled. Resumes will be reviewed as they arrive. *If interested, please* submit a cover letter and resume with current salary as soon as possible to:

**Robert E. Slavin, President
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3040 Holcomb Bridge Road, Suite A-1
Norcross, Georgia 30071
Phone: (770) 449-4656
Fax: (770) 416-0848
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**AN EQUAL OPPORTUNITY
RECRUITER and EMPLOYER**