



OUTSTANDING OPPORTUNITY  
TO SERVE THE CITIZENS OF

**LOVELAND, OHIO**

AS THEIR NEXT

**CITY MANAGER**





## Introduction

Slavin Management Consultants has been retained by the City Council of Loveland, 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

The City of Loveland, Ohio is a beautiful city of 12,200 residents located 24 miles northeast of downtown Cincinnati and 49 miles to the south of downtown Dayton. Portions of the City are in three counties: Hamilton, Warren and Clermont. City housing units are 73% owner occupied. The median household income is \$68,500 and the median house or condominium value is \$172,000. The median age is 38 and the population is mostly Caucasian with 7% minorities.

Loveland, the "Sweetheart of Ohio," has evolved from being a rural farming and railroad community into being a popular place for families to live and prosper. While the City has grown and is now a part of a large metropolitan area, it retains its historic small town feel. Municipal service levels are high, whereas taxes are relatively low as is the crime rate. The City is known regionally for recreation, cultural opportunities, and being family friendly. Residents benefit from top quality public and private schools, a designated national scenic river, a heavily utilized bike trail that extends for miles, a very active arts community, a diverse business community, and a variety of attractive residential neighborhoods.

Loveland has a vibrant historic downtown district that is a popular destination throughout the region. The downtown district is undergoing redevelopment with two major projects currently in the final planning stages. As happens with new development, there is a desire to retain the historic nature of the downtown district while enhancing existing businesses.

## The Organization

Local leadership is proud of its strong support for the Council-Manager Plan and its professional approach to local governance. The City is governed by a seven member council serving four year staggered terms. The Council elects a Mayor and Vice Mayor from their membership. The City Manager carries out the long-range policies set forth by Council and manages day-to-day operations of the City. The City has an active political culture where the Council and administration work to involve residents in decision-making.

The City Manager oversees a full range of municipal services including community development, safety services, public works, parks and recreation, finance and administrative services. The City Manager has the authority to hire and fire all personnel except for positions specifically identified in the City Charter as Council appointments. The Finance Director is appointed by Council, although the Finance Director and the City Manager share administration of fiscal responsibilities. The Finance Director reports to Council regarding the City's financial condition while the City Manager has responsibility for budget development. The City Solicitor and Clerk of Council also report directly to Council although they work closely with the City Manager.

Loveland's staff and public services are highly regarded by Council and the community as a whole. As for public safety, the City has its own police department. Among all City employees, only police officers are represented by a union with the exception of the Chief of Police. Fire and EMS services are provided by an independent department funded under contracts with the City and a neighboring township. Sewer services are provided by the Metropolitan Sewer District.

The total budget for all appropriations is \$22.5 million. A total of 45.3 FTE positions is currently authorized by the City. The current reserve for the General Fund is approximately \$1 million, or nearly 18% of 2013 expenditures. The current Moody's bond rating is Aa2, which strengthens municipal financing. Also, the City received the Government Finance Officers Association (GFOA) award for excellence in financial reporting for 2012, as well as the GFOA distinguished budget award for 2014.





Senior Housing Development



## Issues and Opportunities

The City has initiated a strategic planning process. The following goals have been established. Development of objectives that support these goals and creation of action plans are currently in process.

1. Recruit/hire the next City Manager.
2. Maintain existing infrastructure and facilities.
3. Continue to drive and guide historic downtown development / redevelopment.
4. Create opportunities to improve external communications and marketing of Loveland.
5. Ensure financial sustainability.
6. Expand economic development programs and services.
7. Identify and prioritize core services of Loveland.

Other observations by Council members regarding issues include:

- Loveland is on firm financial footing because it acted to offset State-imposed revenue reductions by reducing expenditures and fostering economic development. Staffing levels have decreased by nearly 20% since 2010. Balancing future budgets and maintaining service levels will continue to present challenges.
- “Loveland Station” is under development in the historic downtown district, off the Little Miami River and the scenic bike trail. The City has an agreement to redevelop the site with a mix of residential and retail space. The final site plan and design was approved in March 2014 to feature approximately 92 apartment units and 15,000 square feet of retail/commercial space. The City and the developer are currently in a due diligence period. It is very important to the City that this development is shepherded to a successful conclusion.

Loveland Station



- A senior housing development in the historic downtown district will break ground in June 2014 with an estimated cost of \$8 million. When completed, 40 apartments will be available for individuals 55 years of age and older.
- Other opportunities exist throughout the City for infill redevelopment and other development.
- As City attractions have gained in popularity, the need to expand downtown parking has grown. Council has appointed a committee to address this challenge, which will also require the attention of the new City Manager.





## Qualifications and Qualities

The minimum job requirements are:

- bachelor's degree in public or business administration with a master's degree preferred.
- 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. Other desirable qualities include:

- Leading in a collaborative manner, which respects Council, staff, and community members while offering a solid professional approach to issues.
- Setting direction for departments and holding them accountable while encouraging their innovation and unique approaches to performance. In appropriate circumstances, mistakes may be considered learning opportunities.
- Facilitating economic development while appreciating the value of historic preservation.
- Budgeting and financial skills to achieve City objectives.
- Possessing excellent analytical and communication skills when presenting policy considerations and their effect on residents to the Council.
- Experience working in a political environment while exhibiting frequent, timely and open communication with all concerned.
- Demonstrating excellence in written and oral presentation skills.
- Exhibiting ethical behavior, high moral character, and a strong work ethic.
- Maintaining a friendly and understanding atmosphere for existing and prospective businesses.
- Possessing an outgoing personality with active community involvement.
- Building rapport with the local media.
- Continuing education and professional development.

## Compensation

The compensation package includes a competitive base salary and fringe benefits that will ultimately depend upon the qualifications of the best candidate. Other benefits offered by the City which may be negotiated include:

- Generous health insurance benefits.
- Life insurance, dental insurance, and optical benefit.
- Employer pickup of State pension contribution.
- Vacation, sick leave, 9 paid holidays, 3 personal days.
- Longevity pay.

## To Apply

In order to be considered for this position, please send your resume and cover letter with current salary by June 2, 2014 to [slavin@bellsouth.net](mailto:slavin@bellsouth.net). For additional information about this job, please contact:

David Krings

### SLAVIN MANAGEMENT CONSULTANTS

3053 Williams Creek Drive

Cincinnati, Ohio 45244

513-200-4222 (phone)

770-416-0848 (fax)

dkrings@cinci.rr.com

www.slavinweb.com

### AN EQUAL OPPORTUNITY RECRUITER/EMPLOYER

