CITY MANAGER EXECUTIVE SEARCH
CITY OF PIQUA, OHIO
EXCELLENT CAREER OPPORTUNITY

This is an excellent opportunity for leadership and community building in an independent Ohio community with strong traditional values and hometown style. Piqua is 25 miles north of Dayton -- a residential, commercial and light manufacturing community with a distinctive downtown. It is on the Great Miami River, along the I-75 corridor, north of the I-70 interchange, well connected to the rich and historic culture of Ohio and to national markets.

The current City Manager is retiring after forty-five years of public service, the last nine as City Manager of Piqua. The City seeks the best professionals to work in all its management positions and values stable working relationships.

MISSION STATEMENT:
Serving with Excellence and Integrity.
The City of Piqua is home to more than 21,000 residents and offers small-town charm with big-city convenience. Piqua is located along I-75 and twenty miles north of I-70 with multiple generations of the same family still living in the community. Piqua has a diverse range of affordable housing options for any lifestyle, including custom built homes, newer subdivisions, workforce housing, plans to increase independent living options for seniors and older homes with grand architecture in the historic neighborhoods surrounding the downtown area.

Downtown Piqua provides a welcoming experience for residents and visitors alike with a scale that is larger than expected, including the Post Office, the 5/3 Bank Building and the historic Fort Piqua Plaza framing McCulloch Square in downtown Piqua. The downtown historic district includes an impressive collection of building architecture occupied by specialty shops, antiques and furnishing stores, banking institutions and office spaces. The downtown boasts a beautiful streetscape and is the location of many community festivals exuding a warm, friendly spirit. Later this year, work will commence on the revitalization of the historic Zollinger building into a mixed-use space including a community market, shared commercial kitchen space, co-working offices, one and two bedroom living units and a rooftop deck. Renovation work on a historic building along the riverfront to prepare it for a microbrewery is also expected to begin this year. Future projects include townhomes to be constructed on a former used car lot overlooking the park area and other building revitalizations to increase living opportunities in the downtown. A public commitment to redevelop the Lock 9 Park area and other downtown public spaces is stimulating private investment interest. The establishment of a Downtown Redevelopment District and a Designated Outdoor Refreshment Area will be key to securing funding for the needed public improvements and providing the support necessary to continue to encourage private investment activity.

Downtown Piqua is also home to our national award winning treasure, Fort Piqua Plaza. The Fort Piqua Plaza project has received numerous awards including: Best Downtown Success Story 2009, Clean Ohio Impact Award; 2009 National Preservation Award, National Trust for Historic Preservation Award of Merit, Ohio Historic Preservation Office, Director’s Award for Excellence in Housing and Community Development, Heritage Ohio, Best Public Improvement Project, ABC Ohio Chapter, and Award of Excellence Dayton History Heritage Award of 2010 to Hotel Library Legacy Alliance.

Opportunities for active and passive recreation and athletics are also plentiful. Piqua is located on the Great Miami Riverway and owns and maintains an extensive system of neighborhood and community parks and recreation facilities. Twenty different parks or facilities are distributed across the community, along with over 13 miles of local trails connected to 340 miles of a paved trail system throughout southwest Ohio, and 3 intra-city lakes. Piqua is a bronze level Bicycle Friendly Community and a designated Trail Town. Both the Buckeye Trail and the North Country Trail pass through Piqua. In addition, the Great Miami River is a nationally designated water trail and a planned low dam removal project is expected to further promote paddle craft opportunities and enhance the natural beauty of the riverway.
Piqua also embraces the arts from smaller, intimate exhibits to large outdoor festivals and concerts. The Piqua Arts Council is a strong presence in the community, offering multi-disciplinary art exhibits and providing art programs since 1990. In coordination with other local supporters and our downtown promotional organization, Mainstreet Piqua, the Council also organizes live music performances.

Piqua offers a strong regional health care system providing a full spectrum of health and medical services. Upper Valley Medical Center, an acute care facility with in-patient beds and outpatient services, is located just south of Piqua on County Road 25A. The newly constructed Kettering Health Network | Piqua location also provides emergency room services and health care services. Along with Kettering, Wilson Health, Premier Health Urgent Care and Outpatient Center, an outpatient surgery center and other health care facilities are located along the southern portion of Piqua’s “Eds and Meds corridor” just off of the interstate on Looney Road.

Piqua boasts a multitude of educational resources, including both private and public schools. Our public school system, Piqua City Schools, provides students with state-of-the-art learning spaces. Through state and generous local tax payer support, three new school buildings have opened - Piqua Central Intermediate, Washington Primary and Springcreek Primary schools. Beyond high school, individuals have the opportunity to pursue a host of associate, undergraduate and graduate degrees as well as professional licensing and business training from accredited institutions nearby. Located right here in Piqua, Edison State Community College is thriving as it expands to meet the needs of area students and businesses. The Workforce Development division at Edison State Community College continues to contribute to the economic success of area businesses, industries and private sector organizations by providing affordable and convenient professional development opportunities. At the Upper Valley Career Center (UVCC), students and businesses alike are benefiting from the school-to-apprenticeship program in which students are matched with an employer to complete a formal apprenticeship program during their senior year. UVCC has also been a top performer in SkillsUSA competitions.

Piqua enjoys a rich industrial history that dates back to the early 1800’s. The city is fortunate to have a number of companies that have been prospering in our community for generations such as Hartzell Propeller and French Oil Mill Machinery Company. Founded in 1900, the French Oil Mill Machinery Company is now in its fourth generation of family leadership. With a long history of innovation, Hartzell Propeller is the global leader in advanced aircraft propeller design and manufacturing technology. Piqua is also home to leaders in the plastic industry. Crayex Corporation honors a long standing mission to provide the packaging needs of customers nationwide through the supply of top quality products. Polysource and Harmony Systems and Service have also experienced long standing success in the plastic industry here in Piqua. Miami Valley Steel is recognized as the industry leader for quick product turnaround to fulfill steel processing requirements. Founded in 1972, Jackson Tube Service produces more than 200 million feet of tube per year and offers a broad range of products and capabilities.

Located just 20 miles north of the I-70/I-75 interchange, Piqua allows for low-hassle business travel and quick access to business supply chain networks. With easy access to major markets, affordable land ready to develop, and a competitive tax and regulatory environment, our location is ideal for business success.
Piqua became a Home Rule Charter city in 1930, and functions in a Commission-Manager form. The elected City Commission is comprised of five members representing each of the 5 Wards. The Mayor is one of the Commissioners and is selected by Commission every two years. All Commissioners are elected on a non-partisan basis and serve four year terms, except the Mayor who serves a two year term.

The City Manager, who is the chief executive officer, is appointed by a majority of the City Commission based solely on the basis of his or her executive and administrative qualifications and serves at the pleasure of the Commission. The Manager has responsibility for the appointment or dismissal of all Department and Division Heads and for managing the services and the business affairs of the City. The City Charter prohibits Commissioners from directing or requesting the appointment or removal of any of the City Manager’s subordinates and requires the Commissioners to deal with the administrative service and not give orders to any administrative employee of the City except through the City Manager.

Municipal owned utilities include Electric, Water, Wastewater, Refuse, and Stormwater. The City employs 191 full-time employees with a General Fund budget of approximately $17.6 million and an overall budget of approximately $83.2 million. Annual debt service is $4.2 million primarily in the Utility areas.

The services and affairs of the City are organized into Departments with Directors who report to the City Manager as follows: Police, Fire, Engineering & Utilities (Water, Wastewater, Underground & Storm Water), Power System, Public Works, Health & Sanitation, Community and Economic Development, Finance, Human Resources, Information Technology and Law. Each Department is described more thoroughly on the City’s website at www.piquaoh.org/. The highly visible services of Police, Fire & EMS and Sanitation in particular enjoy very positive reputations in Piqua and the Upper Valley region. The Piqua Electric utility has consistently served its customers at significantly reduced rates compared to investor-owned utilities and has received the APPA Certificate of Excellence in Reliability for 5 consecutive years. In 2017, the City began operation of a new Water Treatment Plant with advanced technology and the elimination of chlorine gas usage for disinfection. Additionally, the Wastewater Treatment Plant is currently under expansion to increase treatment capacity and efficiency. Within the IT Department, the City has an upgraded state-of-the-art municipal fiber optic network.
in place. The network was built robust enough to allow for city and private use. “PiquaFastFiber” is utilized for both municipal facilities/needs and is leased to private entities to allow them to provide high speed fiber service to the community. The City’s Finance Department was awarded the State Auditor Award of Distinction in 2018 and 2019. The Human Resources Department has secured the Healthiest Employer Award for 3 consecutive years as well as receiving the Risk Management Excellence Award in 2019.

CHALLENGES & OPPORTUNITIES

Improving Effectiveness of Community Engagement

In recent years, the City’s concerted planning efforts have prompted persons in the region to view Piqua as a forward looking progressive community on the rise. Many local residents are champions of the vision and goals advanced by the community and economic development planning documents; however, most business leaders and community champions tend to want to support from behind the scenes, not engage in public debate, and/or have no interest in running for City Commission to affect change. Misinformation shared from various forms of non-city affiliated media have created controversial dialog with engaged citizens, which has created additional barriers for life enhancing changes. Strides have been made in moving the community forward; however, there is much work to be done and the energy and support of the Commission and the next generation of community leaders will be critical to achieving the community’s goals.

Neighborhood Redevelopment

Piqua has a healthy balance of rental and owner occupied living units; however, some of the older housing stock has been neglected over the years and is in need of reinvestment. In response, an aggressive code compliance program and a targeted neighborhood revitalization strategy is being implemented. Because of poor standards of housing in some parts of Piqua, emphasis needs to be placed on the complete redevelopment of those neighborhoods which will require strong Commission and community support. A particular emphasis on code enforcement will be imperative as well to ensure that property owners and renters alike are maintaining the properties in a way that is for the mutual benefit of the neighborhood and the neighbors.

Facilities, Equipment and Personnel Resources

The physical facilities for employees and the services are in large part, up to date and efficient; however, some facilities are in need of replacement, if not repair, and have been pending approval for some time. With the current economic challenges that municipalities and local government face, the challenge will be to keep up with the necessary replacement of equipment to support public services and to ensure that adequate personnel are allocated to provide the services needed.
THE IDEAL CANDIDATE

Education and Professional Development

A Bachelor’s degree in Public Administration, Business Management or related field, and a minimum of six years of progressively responsible experience as a City Administrator, Deputy City Administrator, Assistant City Manager, County Manager, Town Manager, or Department Head in a local public agency or municipal government in an administrative and managerial capacity; Master’s degree preferred. An appropriate combination of public or private sector experience and professional education leading to a proven capability to manage the affairs of a municipal corporation. Demonstrated continuing professional development, active membership and training with related professional associations, such as the International City/Council Management Association or similar professional affiliation.

Experience

A Minimum of six years’ of progressively increasing executive responsibility for the organization, management, policy formulation and service delivery in a full-service organization approaching the size and complexity of the City of Piqua. Experience with the principles and practice of city management, including budget preparation, financial planning and management, grantsmanship, human resource management and government program evaluation.

Working Style, Skills, Knowledge and Abilities

The City of Piqua is seeking: A team-builder who is supportive of Department Heads and interested in the work and employees of each Department; A Manager who sets direction and holds Department Heads accountable for accomplishments; A Manager with a style of sharing policy development with the City Commission without imposing his or her own policy agenda; A Manager with a record of promoting employee development, leadership, team-building, training and rewards for performance; A Manager with a thorough approach to examining alternatives, and presenting recommendations to elected officials, including explanation of alternatives; A Manager who is decisive and results-oriented; A Manager with demonstrated skills in interpersonal, written and oral communications to establish trust with City Commissioners and the public with the goal of enhancing the credibility of City government; A Manager understanding the importance of positive public relations, including communications with the public and the news media, and skill in public speaking and presentations; A Manager who recognizes the importance of the public role of elected officials but who is comfortable serving as a spokesperson for City services and projects; A Manager with business acumen in City operations and commercial sector negotiations; A Manager with familiarity of trends in technology for municipal functions while also being a user of technology both at City Hall and in many communications channels; A Manager who is aware of local, regional, state and national municipal issues and practices, with a network of knowledgeable, objective advisors.

Personal Characteristics

The Manager must demonstrate unquestioned integrity and ethics and the highest standards of professional conduct. They must understand the need to listen and learn before acting upon initiatives or making significant changes but nevertheless will tackle approved projects with a “can do” attitude. The Manager should be a relationship-builder and one who helps to build consensus. They should be someone who is sensitive to and interested in community history and values, and one who enjoys becoming involved in community events and groups. The City Manager must possess the self-confidence to welcome the experience and expertise of the City Commission and staff to help both groups focus their resources on long term gains. They should be a person who is forthright and candid with the Commission, citizens and the staff. The Manager must be credible and available to employees and have open rapport with staff members, welcoming consultation on new ideas and must also be someone who respects individuals and values professional development for each. The Manager should be high energy, innovative and not averse to hard work while exhibiting a combination of drive and diplomacy.
COMPENSATION & BENEFITS

The City of Piqua offers a competitive salary, depending on qualifications and experience. In addition to a competitive salary, the City provides a generous benefits package that includes comprehensive medical with wellness incentives and employer contributions to an HSA or HRA, dental, vision, life ST&LT Disability, paid vacation, personal, sick leave and holidays. The Manager will be a member of the Ohio Public Employees Retirement system. The Manager will be expected to join the Piqua community within a reasonable period following appointment.

APPLICATION PROCESS

Please apply online by September 8, 2020.

https://piquaoh.org/city-departments/hr/job/

Resumes will be subject to public disclosure.

For more information on this position, please contact:

Catherine Bogan, Human Resources Director
City of Piqua
cbogan@piquaoh.org
937-778-2052

The City of Piqua is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.

RESOURCES

City of Piqua
www.piquaoh.org

Grow Piqua Now
www.growpiquano.org

Piqua Area Chamber of Commerce
https://www.piquaareachamber.com/

Mainstreet Piqua
https://mainstreetpiqua.com

Piqua Arts Council
https://piquaartsCouncil.org

Piqua City School District
www.piqua.org

Follow Us:  

Facebook | Twitter | LinkedIn