



Springettsbury Township

YORK, PENNSYLVANIA

*City Manager Position Open Apply by: June 10, 2016



Welcome to Springettsbury Township

It's an exciting, dynamic, and progressive community located immediately outside the City of York, PA. Nestled in the gently rolling hills of South Central Pennsylvania, the Township (of which "City" is perhaps a better description) is a nature lover's dream – a great place to live, work, shop, play and raise a family. It is seeking a true professional to be its Manager and to partner with the Board of Supervisors to take the organization to the next level.

With a population of 26,668, Springettsbury is the second-largest municipality in York County behind the City of York (population 439,000). It lies at the crossroads of I-83 and US 30 and is the retail and commercial hub of the area. The Township offers a throwback, friendly kind of charm – a place where neighbors know their neighbors and where the pace of life is just a little slower. It is still somewhat rural; drive ten minutes and you will reach the country. Go southwest and you will find yourself in the City of York. While Springettsbury is small enough to be manageable, it is big enough to offer the amenities typically found in much larger cities, and what it does not offer can usually be found nearby.

**In Pennsylvania, Townships are virtually the same as third class cities. Hence, while the actual title is Township Manager, the duties would be those of a City Manager in any other state.*

For those who relish the outdoors, Springettsbury Township Park is considered the premier recreation facility in South Central Pennsylvania. Upgrades to its Creative Playground, including new features and increased handicap accessibility, are currently underway. The Park is just one in the wonderful assortment of recreation areas and programs available. The Township owns and maintains 11 parks totaling 265 acres. Each park has a variety of site amenities to meet the active and passive recreation needs of the community.

These facilities include athletic fields for football, baseball, softball, soccer and lacrosse; basketball and sand volleyball courts; in-line hockey rink; picnic shelters; playground areas; an amphitheater; hiking trails; walking paths; and nature areas including a wetland area and rolling streams. A number of county and state parks are also found nearby. The Heritage Rail Trail, a popular draw for joggers, hikers, bicyclists and horseback riders, runs from York to Timonium, Maryland. If you prefer professional sports, York is home to the Revolution (of the Atlantic League of Professional Baseball) and the Capitals (of the American Indoor Football League).

For those interested in culture, York's numerous museums offer the chance to peruse historical artifacts and architecture. The Strand-Capitol Performing Arts Center hosts nationally known acts. Springettsbury itself is just minutes from Pennsylvania Dutch country. The Township is ideally positioned between several major cities and all their accompanying attractions. Baltimore is an hour south, and Washington, D.C. is just an hour beyond that. Philadelphia is 90 minutes to the east, New York City is three and a half hours northeast, and Pittsburgh is four hours to the west. The Atlantic Ocean beaches are four hours east, and should you need to do business at the state capital, Harrisburg is just 25 miles north.

It is hard to beat the quality of life in Springettsbury Township. Free summer concerts are held on Sundays and Wednesdays at the amphitheater in Springettsbury Township Park from June through early August. Crime is low, and the Township



Table I: Monthly Normal Temperatures and Precipitation

| Month | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|----------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Average High °F | 40 | 45 | 54 | 66 | 76 | 84 | 87 | 85 | 78 | 68 | 55 | 43 |
| Average Low °F | 22 | 24 | 31 | 40 | 49 | 59 | 63 | 62 | 55 | 43 | 35 | 26 |
| Precipitation Inches | 3.0 | 2.9 | 3.7 | 3.5 | 4.2 | 3.6 | 4.1 | 3.4 | 4.3 | 3.4 | 3.5 | 3.3 |

Source: The Weather Channel

is considered very safe. It is a place where parents can feel comfortable letting their children ride their bicycles to the park.

Housing prices are quite reasonable. A 2,500-square-foot home with 4 baths on a nice lot will run between \$250,000 and \$325,000. With median home prices around \$150,000, Springettsbury offers more affordable options (or more luxurious) as well. All the schools serving the Township are excellent. In fact, people move to the Township for its schools. Students are served by either the Central York School District or the York Suburban School District. Parochial schools are also available and quite good. The Township does not have any depressed or blighted areas within its boundaries.

If you are a consummate professional interested in managing an exciting and progressive community, please apply. You will not find a more pleasant place to call home.

History

In 1681, William Penn and his family were granted 44 “manors” covering 421,000 acres in what is now Pennsylvania. These manors were essentially large tracts of land over which the proprietor had control and could collect rents. The largest of these was Springettsbury Manor (approximately 65,000 acres). It was formed in part, as an effort of the Penn Proprietors to stay the influx of Catholic Marylanders settling along the Susquehanna River in the late 1710s and early 1720s. At the time, the boundary between the proprietorships of the Penns and the Calverts (the Lords Baltimore of Maryland) was in dispute. Both claimed parts of what is now northern Maryland and southern Pennsylvania.

In 1722, the Native Americans living in the region, in a gesture of friendship towards Springett Penn (William Penn’s favorite grandson), signed over title to the land that became known as Springettsbury Manor. At the time it covered most of modern-day York County.

The fertile land and natural creeks within the Manor’s boundaries led to prosperity and growth. The mills constructed on those creeks sawed logs for housing, processed woolens for clothing, ground grain for food, made gunpowder and even distilled the potent whiskey favored by the early settlers.

Springettsbury in the 1740s was part of Hellam Township. That area became part of the newly formed Spring Garden Township in 1822. In 1891, citizens in the eastern part of Spring Garden Township decided they needed to create their own township and petitioned the county court. Their request was approved. By 1900, the population of Springettsbury Township had grown to 1,783. Over the next 110 years, the Township grew and became what it is today, a prosperous area of York County that would be called a city in any other state.

Climate

Springettsbury’s climate is characterized by four seasons and is typical of the mid-Atlantic region. The summers are warm and the winters are cold. As can be seen from Table I, average high temperatures vary from 40° F in January to 87° in July. Average low temperatures vary from 22° F in January to 63° F in July.

Snow is typical in the area during winter months, and Springettsbury Township averages 25 inches annually. The largest snowfall typically occurs in January (approximately 8.9 inches).

Geography

Springettsbury Township is located in York County in South Central Pennsylvania. The area is characterized by gently rolling hills. Overall it covers 16.7 square miles, an area that is three times the size of the City of York. The Township itself is suburban/rural in nature with urban elements and plans to develop a town center district.

Demographics

Springettsbury Township has a population of approximately 26,668. In terms of age, the population is distributed relatively evenly. According to Census data, approximately 20% are 20 years old or less, 33% are between 20 and 45, 27% are between 45 and 65, and the remaining 20% are over 65. The median age is 43 years, a bit higher than the national median age of 37.1, and is trending older. The population is approximately 84% White, 4% Asian, 8% African American and 4% some other race or more than one race. Hispanics (of all races) constitute 7% of the population. 72% of the homes are owner-occupied. 89% of the Township's population over 25 years of age graduated from high school, 37% graduated from college, and about 12% earned graduate or professional degrees. The median household income is \$61,225, which is 27% above the state average. 2.1% of the population fell below the poverty line.

Commerce

Although far less recognized than the City of York, Springettsbury is a major commercial and retail hub. In fact, it has approximately 480 business properties within its boundaries. One of these is Harley-Davidson's manufacturing and assembly plant. The Galleria Mall (the region's major mall) is another. Approximately 40% of the land use is residential, 12% commercial, 9% industrial and 9%

institutional/exempt. The remaining 30% of the community is devoted to open space or farmland.

Employment in Springettsbury Township can be roughly categorized as 41% manufacturing, wholesale and retail; 34% education, finance and professional; 22% arts, accommodations, transportation and information; and the remainder public administration. Table II lists the Township's more significant employers.

The Government

Springettsbury Township is incorporated as a Second Class Township under Pennsylvania Code. It provides all the services a city would typically provide except fire (provided by the York Area United Fire and Rescue Commission) and water (provided by the York Water Company). It should also be noted that the Township operates the regional wastewater treatment plant.

Since 1963, the Township has functioned under the Supervisor/Manager form of government. The Board is composed of five Supervisors who are elected at large to staggered, six-year terms. Elections are held in November of odd-numbered years and three seats will be up in 2017. The Board is responsible for establishing the policies of the Township and has traditionally been progressive. The Township has been viewed as a leader in the County. As a body, the Supervisors are collegial and think highly of their staff.

The Township Manager is the government's Chief Administrative Officer and is appointed by the Board of Supervisors. The Board also appoints the Township Engineer and Solicitor. The Tax Collector is an elected position. All other Township staff report to the Township Manager. In addition to elected and staff positions, the Township utilizes a number of volunteer boards, committees and commissions to address specific issues including planning, zoning, recreation, historic preservation and recycling. These boards are comprised of Township residents appointed by the Board of Supervisors.

The Township's general fund budget for 2016 is \$13 million and its total budget is \$31.9 million. It has just over 100 employees. 44% are in public safety (police and ambulance service), 26% in wastewater operations, 15% in public works, 10% in finance and administration and 5% in planning

Table II: Top Ten Employers

| Top Ten Employers |
|-------------------------------|
| Harley-Davidson Motor Company |
| County of York Prison |
| Walmart Associates, Inc. |
| York Health Plan - Wellspan |
| Central York School District |
| Dawn Food Products, Inc. |
| The Bon Ton Department Stores |
| Graham Packaging Company |
| Walton & Company, Inc. |
| Apple Ford of York, Inc. |

Source: Springettsbury Township



and zoning. The Township has one permanent employee in recreation (although his activities are supplemented by seasonal employees and volunteers). Economic development falls under the general leadership of the Township Manager. Public safety dispatch and fire service is done regionally. As stated previously, water is provided by the York Water Company.

The Township has an appraised value about \$2.1 billion. Unlike many communities, that value has been essentially unchanged since 2007. The Township simply did not suffer the level of decline that many other jurisdictions did, and the decline it did experience on individual properties was offset by growth. Only about 10% of its revenue is sourced from real estate taxes and the millage rate has been reasonably steady for the past ten years. The rate was reduced from 1.077 to .870 in 2006. It was increased to 1.000 in 2014 and to 1.1000 in 2016. Other taxes (which comprise earned income tax, mercantile/ sales tax and occupational and business tax) are equal to about 55% of general fund revenue.

The Township is financially conservative and received a rating of AA- Stable in December of 2013 for its General Obligation bonds. Its infrastructure is in good condition with only the stormwater system showing some age. Some of the Township's facilities need to be renovated or replaced.

Employees of the Township are represented by two unions. The police are represented by the Springettsbury Township Police Officers' Association. The International Brotherhood of Teamsters (IBT) represents the employees in public works, wastewater, and ambulance service.

The Challenges and Opportunities

Springettsbury Township is in very good condition overall. However, the next Manager will have plenty to work on.

Firstly, while Township officials have a common vision for creating a better future for the community,



that vision has not yet been articulated in a comprehensive plan. That plan will be a top priority for the next Manager.

Secondly, finances have been and are expected to remain tight. Coupled with the fact that the Township is largely built out, revenues from new development cannot be anticipated. In an already lean organization, balancing the budget while providing the high quality services residents expect will be a challenge.

The third challenge is redevelopment along some of its major corridors. The Township's commercial corridors offer ample opportunities. Springettsbury already has a town center overlay in place in an effort to create a more traditional downtown.

Fourthly, the Township is considering a bond issue to finance a new police station, renovate, and add onto the Administrative Building, and a recently constructed fire station.

The final issue is traffic. Ways need to be found to minimize its impact on the community.

The Ideal Candidate

The Township Board is seeking a manager who will work as a partner, a supporter and a trusted advisor. The individual will recognize the Board is composed of five individuals with different personalities and opinions. He/she will be someone who will ensure the Board Members' views are being heard and who will help bring them to consensus. By the same token, the individual will not be afraid to tell the Board and the public, diplomatically and with a spoon full of sugar, what they need to hear, not what they want to hear. The individual will understand politics but not be involved.

Historically, the Township has been fiscally conservative, well managed and progressive (in a prudent way). The Board wants someone who will continue that tradition. It also expects the individual to take a hard look at Township operations. The elected officials have no agenda nor do they expect that major changes will be necessary. They simply want someone who asks questions and does not accept things as they are—someone who challenges processes to make them better and more efficient. Part of the effort will be to determine if the operations can be conducted more

efficiently and if the right people are in the right job. To accomplish this review, the ideal candidate will possess strong analytical skills. Ideally the individual will also be able to find new revenues.

Personally, the individual will be a leader and someone who is positive, upbeat, friendly, outgoing, proactive and progressive – someone who is also intelligent and fair. The ideal candidate will have a “can do” attitude and is achievement oriented. He/she will be visionary yet practical and a realistic risk taker. He/she will also be someone who can and will make decisions.

The Manager will be someone who is comfortable in the community and someone the community admires and respects. The individual will have outstanding communications skills and be a people person. He/she will always be listening and looking for ways to make the government more responsive. Customer





service will not be just a catchy phrase but rather, along with integrity, will be a core principle and a way of life for the Manager. The individual will be someone who works with the Board and the community to build broad based consensus and to find solutions to problems.

While being the leader, the individual will also be respectful of the Township's directors and staff. He/she will delegate and encourage an environment where creativity will flourish. The Manager will give assignments and set high expectations while requiring results and holding employees accountable. The individual will be able to recognize talent, mentor that talent, and then step back, and allow staff members to do their jobs. The Manager will believe in transparency and open government. He/she will be a strategic thinker who, while focusing on today, this week and this month, also carves out time to think about the future and plan for it.

The Manager serves as the Township's lead negotiator with the unions and sits at the table during contract discussions. As such, experience with labor relations and collective bargaining is essential. Other important characteristics are experience with economic development/redevelopment, managing with limited resources, and the ability to anticipate and resolve issues before they become problems. Good judgment and common sense are essential.

The selected candidate will be expected to make a commitment to Springgettsbury. This position should not be viewed as a stepping stone but rather as a destination in its own right. The Township hopes and expects the next manager will honor its prior manager's passion for the Township and for good government and will have a lengthy tenure.

The position requires a Bachelor's degree in business administration, public administration, public policy or related field and seven to ten years of increasingly responsible experience as a senior level government executive. A Master's degree as well as an ICMA Credentialed Manager is preferred.

Residency

The selected candidate is required to become a resident of the Township within a reasonable period of time following the effective date of the appointment.

Compensation

The starting salary for the Township Manager will be between \$100,000 and \$150,000 depending on qualifications and experience. The Township offers a generous benefit package.

The Prior City Manager

The most recent two managers stayed a total of thirteen years, the first for eleven years and the second for almost two years.

How to Apply

E-mail your resume to Recruit34@cb-asso.com by June 10th. Faxed and mailed resumes will not be considered. Questions should be directed to Colin Baenziger at (561) 707-3537 or Lynelle Klein at (425) 658-7025.

The Process

Applicants will be screened between June 11th and July 13th, 2016. We anticipate the interviews will be conducted on July 23rd with a selection of the next Manager shortly thereafter.

Other Important Information

Springettsbury Township is an Equal Opportunity Employer and encourages women and minorities to apply. The only applicant whose name will be released is that of the candidate who will be the next Township Manager. All other names will be held in the strictest of confidence.

COLIN BAENZIGER  ASSOCIATES
EXECUTIVE RECRUITING



Springettsbury Township
YORK, PENNSYLVANIA

