

Chesapeake  
VIRGINIA

**CITY MANAGER**



Proud of its past and excited about its future!

**CHESAPEAKE, VIRGINIA**



EXECUTIVE RECRUITMENT

# CITY MANAGER

## CITY OF CHESAPEAKE, VIRGINIA

### The City

Chesapeake, Virginia (population 245,000) is an independent City established in 1963 by the merger of Norfolk County and the City of South Norfolk. The area's history goes back to the founding of America with the historic Battle of Great Bridge and construction of the Great Dismal Swamp Canal. Located adjacent to the world's largest naval base, Chesapeake is the second largest city in land area in Virginia (352 square miles) and will soon be the second most populous city in Virginia. Located just 20 minutes from the Atlantic Ocean, 15 minutes from downtown Norfolk and an hour from Colonial Williamsburg and the Outer Banks of North Carolina, Chesapeake is the 13<sup>th</sup> largest city in the United States and considered one of Virginia's premier cities, with significant potential for future residential, commercial and industrial growth. Notably, the city has a AAA bond rating, reflecting its commitment to financial planning.

### Chesapeake – A Community for Businesses and Families

Chesapeake is key strategic partner in the Hampton Roads region, often leading collaborative efforts in transportation, economic development and other key initiatives such as broadband service. Chesapeake is steadily growing at 1-2% annually and has considerable developable land area available. Dollar Tree has established its International Headquarters in Chesapeake and is an anchor in the Summit Pointe development. In the last year the City added 460 new businesses reflecting a \$241 million in total capital investment, an 18% increase over the previous year. In the last ten years, the City has experienced \$1.9 billion in capital investment and the addition of 13,000 new jobs.

While business is booming, the City is also highly attractive for families. Its excellent school system ranks in the top 20 in the state <https://www.niche.com/k12/search/best-school-districts/s/virginia/>

Smart Asset has ranked Chesapeake number one in the nation for singles' homeownership indicating its attraction to millennials. <https://smartasset.com/mortgage/singles-homeownership-rate>

### The Position in Brief

The City Manager is appointed by the Mayor and City Council and is responsible for the appointment of all department heads and the development and administration of a \$1.1 billion annual budget of which approximately one half is for the schools. Chesapeake is a full service, independent city with 3500 full-time employees. The next City Manager will be expected to be a highly collaborative leader, continuing Chesapeake's commitment to regional partnerships. The City Manager will be expected to work closely with the elected officials, ensuring they receive information that is timely and thorough to assist them in their decision-making responsibilities.

### Demographics/Amenities

**Average Age** — 36

**Median Home Value** — \$267,000

**Median Household Income** -- \$72,928

**Percentage of Residents with Bachelor's Degree or Higher** – 31%

**Community Demographics:**  
White 58%; Black 29%;  
Hispanic 5.5% and Asian 3.3%

**13<sup>th</sup> largest City in the United States** and one of the safest cities in Virginia  
<https://www.safehome.org/safest-cities/va/>

#### Recreational Opportunities

- Great Dismal Swamp National Wildlife Refuge
- 67 parks and/or recreation areas citywide
- Multiple public and commercial camping sites
- Two senior centers and seven community centers

#### Regional Attractions

- Busch Gardens
- Colonial Williamsburg
- Jamestown/Yorktown
- Norfolk Naval Base

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## The Organization

The City of Chesapeake <http://www.cityofchesapeake.net/> operates under the Council – Manager form of government. The City has eight Council members and a mayor, all elected at large for staggered four-year terms. The City Council appoints the City Manager, who has worked for the City for the last 5 years. The Mayor and City Council also appoint the City Attorney, City Clerk, City Auditor and City Assessor. In addition to three deputy city managers, the following department heads report to the City Manager's Office: Police, Fire, Finance, Public Works, Public Utilities, Parks, Recreation and Tourism, Human Services, Human Resources, Information Technology, Libraries and Research Services, Planning, Health and Development and Permits. The City has a total of 3500 employees not including the School Division. The City's budget is \$1.1 billion of which approximately one half is the school budget.

The City is a AAA rated community reflecting its commitment to fiscal responsibility. The City regularly receives the Government Finance Officers Association awards for its Budget Presentation and Annual Financial Report. The City Council has six guiding budget principles:



- ◆ No increase in the real estate tax rate;
- ◆ No new fees (though increases in existing fees may be considered);
- ◆ No supplanting of losses in state or federal funds with local revenue;
- ◆ Review of all vacant positions for possible elimination;
- ◆ Identification of operating inefficiencies and reduction of spending accordingly
- ◆ Identification of non-core services for possible consolidation, curtailment or elimination

In addition, this year the City Manager submitted a budget that estimated expenditures for the next three years. <http://www.cityofchesapeake.net/Assets/documents/departments/budget/FY19-20+Proposed+Budget/FY+2019-2020+Proposed+Operating+Budget.pdf>





## Challenges and Opportunities

- ◆ The City of Chesapeake is embarking on a highly inclusive comprehensive strategic planning process later this year. This process will continue Chesapeake's path toward well planned growth and balance the City's agricultural heritage with its goal of being a City where residents can live, work and play.
- ◆ The City's strategic geographic position and its economic development and redevelopment opportunities make for an exciting time in Chesapeake. The next City Manager must be a cheerleader for the City's opportunities as well as a skilled negotiator on behalf of the City, ensuring the City's growth follows its strategic planning.
- ◆ Like most local governments, Chesapeake has a workforce comprised of experienced, highly dedicated employees, many of whom are eligible for retirement. The next City Manager must be skilled in succession planning and in attracting and retaining high-quality staff members to the City.
- ◆ The City has exhibited fiscal responsibility reflected in its AAA bond rating. The next City Manager must continue the philosophy of fiscal responsibility while planning for necessary future infrastructure improvements.

## The Ideal Candidate

### Candidate Must Haves

- A bachelor's degree in public policy, planning, business administration or related field. A master's degree is strongly desired.
- Ten years increasingly responsible executive level experience preferably leading a large, complex local government operation.
- Extensive knowledge of budgeting and finance, preferably in the municipal sector with the ability to identify areas for efficiency and collaboration.
- Excellent communication skills and significant career success in building collaborative, effective relationships throughout the region, the community and the organization.
- Experience in strategic planning, project management and complex problem solving with the ability to work effectively in a wide variety of governmental disciplines.

### The Ideal Candidate Will Be

- A highly collaborative, problem-solving leader with the ability to work collaboratively with the Mayor and City Council and with other local government and business leaders in the region, particularly the school officials.
- A leader of the staff in a collaborative, team-oriented manner, while ensuring accountability for the City's strategic initiatives.
- Excellent at communicating effectively both orally and in writing, with the ability to explain information and related plans and programs to policy makers and the public.
- Experienced in a large, complex local government that has a growing economy, fully understanding the challenges of growth.
- Able to navigate regional, state and federal processes with respect to infrastructure planning and financing.
- Driven by a service orientation, with a desire to continue Chesapeake's forward momentum.

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## **Compensation, Benefits and the Organization's Culture**

The City values a collaborative work environment, cultural diversity and teamwork. There is long tenure among city staff. The organization prides itself on a work ethic of conscientiousness and collaboration.

The starting salary is +/- \$250,000 DOQ. Residency in the City of Chesapeake is very strongly desired. The City offers a competitive benefit package: <http://www.cityofchesapeake.net/Government/City-Departments/Departments/Human-Resources-Department/benefits.htm>

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## **How to Apply**

The recruitment for this position is being handled by GovHR USA. Candidates should apply by June 14, 2019 with resume, cover letter and contact information for five work-related references to [www.GovHRjobs.com](http://www.GovHRjobs.com) to the attention of:

**Heidi Voorhees, President, GovHR USA**  
630 Dundee Road, #130, Northbrook, IL 60062.  
Tel: 847-380-3243  
Mobile: 847-902-4110

The City of Chesapeake is an Equal Opportunity Employer.

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