



York County Seeks County Administrator, Apply by February 9, 2015



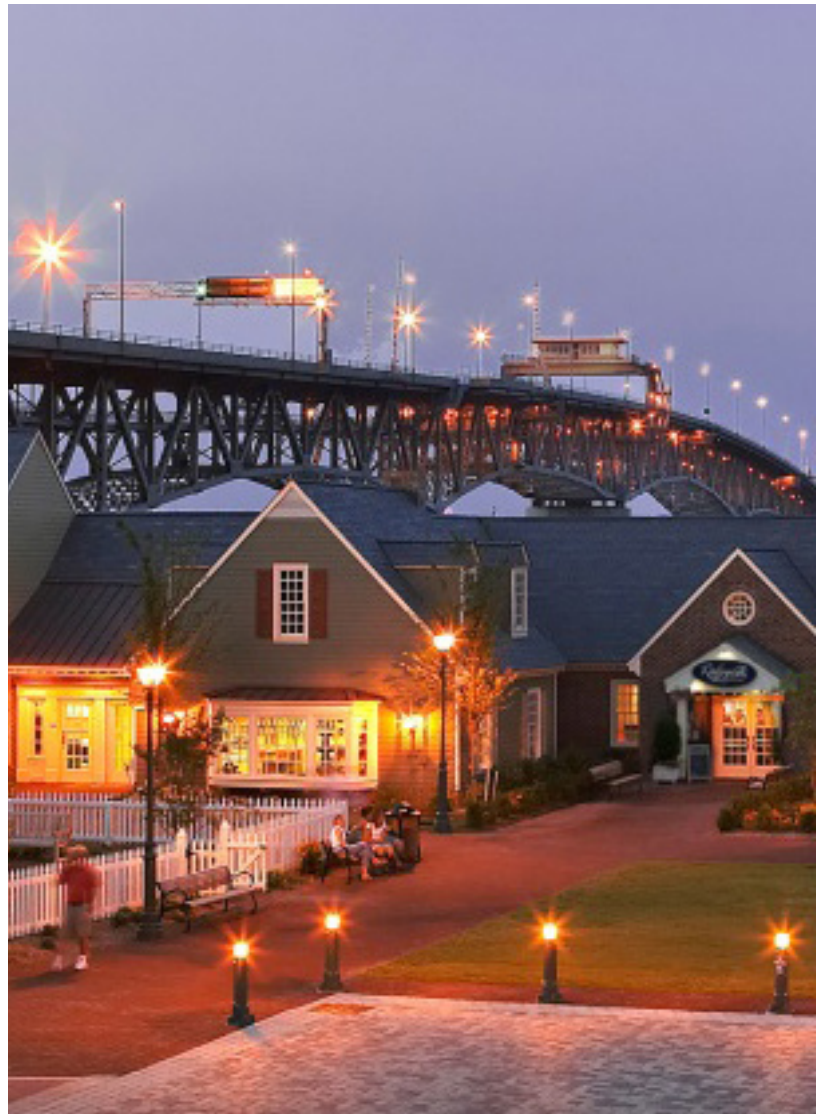
Welcome to York County! If you are looking for a great place to live, play, raise a family and be a County Administrator, you cannot do any better than right here. Located in southeastern Virginia on the York River, the County is a largely undiscovered treasure characterized by natural beauty, friendly people, a mild climate and an outstanding quality of life. It is also where the Revolutionary War effectively ended with the surrender of British General Lord Cornwallis to George Washington.

Located in the heart of the Historic Triangle of Colonial Virginia (Jamestown, Yorktown and Williamsburg), York County stretches 26 miles along the York River and Chesapeake Bay (its eastern boundary) and offers over 200 miles of tidal shoreline. It also shares land borders with the independent cities of Poquoson, Williamsburg, Newport News and Hampton, as well as, with James City County. Interstate 64 runs parallel to the County's length and bisects its western portion. Its county seat is the unincorporated town of Yorktown. It is also centrally located on the eastern seaboard – a little over 900 miles from both northern Maine and Miami.

The County is largely built out, yet is characterized by open space and trees. Approximately 50% of the County's total land area is effectively permanent open space composed of federally- or municipally-owned properties including the U.S. Naval Weapons Station (covering a little over 20 square miles), Camp Peary (a military and CIA training site, covering another 14.5 square miles), the Colonial National Historical Park, and reservoirs and watersheds owned by the Cities of Newport News and Williamsburg.

The County and the surrounding environs offer many amenities. Within the County's boundaries are the Yorktown battlefield, historic Yorktown and many parks and recreational facilities. You can hike on miles of trails through mature forests, meadows, ravines and tidal wetlands, stroll along Yorktown's Riverwalk, or get out on the river yourself on a schooner or fishing charter. York County Blueways offers many opportunities for canoeing and kayaking. The County boasts a wonderful golf course and is home to half of the Kiln Creek Golf Club (the other half is adjacent but technically in Newport News). Busch Gardens Theme Park is nearby in James City County, but the associated Water Country USA is in York County. Cultural opportunities abound at local museums, universities, and other facilities. The Hampton Roads MSA (the fifth largest metro area in the southeast) has a population of 1.7 million so if you cannot find it in York County, it is probably nearby. Further, the County is 50 miles from Richmond and 150 miles from Washington, DC, with all their attractions.

The County has a small beach in historic Yorktown but if you want more, the beach at Virginia Beach is 90 minutes away. The famed Blue Ridge Mountains lie a little over two hours to the west. If you want to go further, Williamsburg-Newport News International Airport is served by American, Delta, and Frontier Airlines and is no more



than a 25 minute drive from anywhere in the County. Norfolk International Airport is just another 25 minutes away and is served by all the major airlines.

Since you will be living here, you need to know that York County offers reasonably priced housing, great schools, and wonderful safe neighborhoods. The average sales price for homes in November 2014 was \$254,500. A very nice 2,700 square foot home on a half-acre lot will cost in the mid \$300,000's.

In a recent survey, the quality of the schools was named as the top reason for living in York County. Its ten elementary, four middle schools, and four high schools rank among the best in the state.

Higher education opportunities are available at nearby Christopher Newport University, the College of William & Mary, Hampton University and Thomas Nelson Community College. But the most important reason to live here is the people. They are friendly and welcoming. Many have roots in the military service. It is a way of life in this community. Volunteerism is high and people are involved. They also have a great deal of respect and appreciation for the County, the staff and the services the County provides. In fact, the County conducts a citizen satisfaction survey every five years. All services provided rank well into the 90th percentile. See Table I below.

History

The County's known history began at least as early as 1000 BC with Native American hunter-gatherers. By the late 16th century a powerful native empire known as the Powhatans occupied the region. The County's recorded history

begins in 1634 as one of the original shires of the Virginia Colony. As such York County is one of the oldest counties in the U.S. Yorktown (which is not an incorporated town) was founded in 1691 as a port for shipping tobacco to Europe. The town reached the height of its success around 1750 when it had 250 to 300 buildings and a population of almost 2,000 people. Yorktown became most famous as the site of the surrender of General Lord Cornwallis to General George Washington in 1781, effectively ending the American Revolutionary War. The area also figured prominently in the American Civil War during the Peninsula Campaign in 1862. The North captured the area and made it a base of operations for the Army of the Potomac under General McClellan.

Over the years since, York County has experienced several boundary changes and annexations resulting in its current size. From the 1980s to modern times, York County has experienced a rapid transition from a rural county to a bedroom community for the neighboring cities of Hampton, Newport News and Norfolk.

Table I: Citizen Satisfaction with York County and Its Services

Category	2000	2005	2010
Overall Quality of Life in York County	96%	98%	99%
Overall Value Received for Tax Dollars	85	90	90
Quality of Fire and Rescue Services	99	99	100
Quality of Law Enforcement	96	96	95
Quality of School Instructional Programs	90	94	98
Quality of School Buildings and Facilities	91	94	98
Quality of Recreational Opportunities, Parks and Fields	90	90	97
Appearance of County Gov't. Properties and Buildings	96	99	99
Quality of Library Facilities	96	98	100
Quality of Services for Disadvantaged Persons	86	93	93

Source: York County Residents, Compiled by York County

Table II: York County Population

Census	Population
1800	3,231
1850	4,460
1900	7,482
1950	11,750
1960	21,583
1970	33,203
1980	35,463
1990	42,422
2000	56,297
2010	65,464

Source: U.S. Census Bureau

Demographics

According to the 2010 Census, the age distribution is as follows: 34% are under 25 years of age, 24% are between 25 and 45 years old, 30% are between 45 and 65, and the remaining 12% are over 65. The median age is 39. The population is 76% Caucasian, 13% African American, 5% are Asian Indian and the remainder is composed of "other". Hispanics of all races make up 4% of the population. 90% of the population over 25 years of age has a high school degree; 24% have bachelor's degrees and another 18% have advanced degrees. The median annual

household income is \$82,073 and the County ranks 20th out of the 3,143 counties in the nation. 5% of all families live below the poverty line. 75% of the occupied housing units are owner occupied.

Geography and Climate

York County has a humid subtropical climate which is moderated by the County's proximity to the Atlantic Ocean. The climate is characterized by relatively high temperatures in the summers and evenly distributed precipitation throughout the year. The coldest month is usually quite mild, although frosts are not uncommon, and snow falls occasionally.

Commerce

With its large military presence, York County is ideally positioned for corporations doing business with the military. There are approximately 20 military facilities, numerous small precision machine and metal fabrication operations, and technical research companies in close proximity to York County. The influence of early watermen remains with seafood processing, ship building, and ship repair businesses prospering in the County and adjoining localities. In addition, the Historic Triangle attracts hundreds of thousands of visitors each year providing many retail and commercial opportunities.

The following chart reflects the top non-retail employers in the County.

The most recently reported unemployment rate for the County was 4.9% (Sep 2014 – U.S. Bureau of Labor Statistics).

The Government

York County is traditionally organized under Virginia law. It is governed by a Board of five elected County Supervisors. Each represents a specific district and is elected to a four year term. All

Table III: Climate Data

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Average High °F	49	53	61	71	79	86	90	87	82	73	63	53	Year
Average Low °F	32	33	40	48	57	66	70	69	63	52	43	35	51
Precipitation in Inches	3.3	3.0	3.4	3.3	3.7	3.8	4.7	5.4	4.8	3.5	3.1	3.4	45.4

Source: Weatherbase

Table IV: Principal Employers, York County, 2013

Employer	Type of Operation#	of Employees
Naval Weapons Station	Government	3,420
York County Schools	Education	2,326
U.S. Coast Guard Station	Government	1,391
Walmart	Retail	831
Water Country	Tourism	820
Sentara Medical Center	Healthcare	812
York County Government (Without Schools)	Government	779
Great Wolf Lodge	Tourism	463
YMCA	Healthcare	443
Wyndham Vacation Ownership	Tourism	276

Source: York County

five Supervisors stand for election at the same time, and the next election is this November. Historically the Board has been very stable. Two supervisors are in their 20th consecutive year, one is in his twelfth, one in his tenth, and the last is in his eighth year. This November will bring some changes since two of the current Supervisors have announced they will not seek reelection. Overall, the Board Members work well together and treat the County's business as a trust given to them by the voters. While they may disagree, they do not take matters personally. They are fiscally conservative and hold the County staff in high regard.

The County has five other elected Constitutional Officers: Commonwealth Attorney, Commissioner of Revenue, Sheriff, Clerk of Court, and Treasurer. All of these officials work well with the Board of Supervisors. The Board appoints the County Attorney and the County Administrator. The latter serves as the chief administrative officer of the County and is responsible for the day-to-day operations of county government. The County employs 721 persons, 300 of whom are in public safety. The number of staff has declined by 11 since 2010.

As noted, the residents and their elected representatives are fiscally conservative. The tax rate for real estate was 0.6575 in 2008 and stayed there until 2012. It was increased to \$ 0.7415 per \$100 in 2012 and \$ 0.7515 in 2013 where it has remained. During the same period, average property values have fluctuated somewhat but are very close to where they were in 2008. The County's total budget is \$132.4 million. Of that, \$58.8 million will be spent on schools and another \$31.1 million on public safety. The remainder of the budget is divided relatively equally among the other county functions.

The general fund budget for the York County Government for FY 2014-15 is \$105,563,702 and the total budget is \$176,925,884.

These figures include the School Division budget of \$78,674,606 (including debt service). The County provides a full range of services including law enforcement and fire protection. The County appoints the Economic Development Authority EDA and provides nearly half of the funding for schools. County staff also provide some logistical support for a Community Development Authority (CDA) which is developing a large residential and retail project in the western end of the County. The CDA is involved in a major development called "The Marquis," a retail and residential development near Williamsburg. The County recently had its bond rating increased by Standard and Poors to AAA.

The Issues

York County does not have any immediate, significant issues that will require the attention of the new County Administrator. The County is fiscally sound and the staff is outstanding. The relationship between the Board, staff and County Administrator has been collaborative and communication silos are virtually non-existent. All of the parties understand and respect their roles in this form of government. Having said that,

the new Administrator will have plenty to do and challenges to address.

First, as noted, the County is fiscally conservative and resources are and will continue to be tight. The next administrator will be expected to bring a fresh set of eyes to the picture and to manage these resources effectively and efficiently. It will be a balancing act.

Second, the County is largely built out, but has room for some additional economic development. The ED staff is very capable and has put forth strong efforts, focusing both on expansion of existing businesses as well as recruitment of new business within several economic development priority areas.

Third, significant capital projects are on the horizon. A new elementary school and fire station are needed. Discussions have been held about expanding the library and replacing the current administration building. More can also be done with the waterfront. Prioritizing, funding and implementing those projects will be a challenge.

Finally, this year will bring a great deal of change to an organization that has been very stable for the past 14 years. In addition to a new County Administrator, at least two of the members of the Board of Supervisors will change. Hence the new County Administrator will have to prove him/herself twice, first, to the current Board and staff and, then to the new Board Members.

The Ideal Candidate

The ideal candidate is a professional manager who is open, honest, and of high moral and ethical character. The individual will need to have excellent interpersonal and communication skills. The previous administrator was well-respected and left



some big shoes to fill. The next administrator is expected to carry on the tradition of teamwork, building relationships with elected officials, collaborative problem solving with the Board of Supervisors, and looking out for the best interests of the County.

The next County Administrator will partner with the Board of Supervisors on addressing County issues and move the County forward. The administrator will treat all the Supervisors equally and work diligently to ensure they (and the staff) are well-informed and have the information they need to make effective decisions. Surprises should be kept to a minimum. Reports must be thorough, complete and include reasonable options with the pros and cons of each. The individual should be a strong, visionary leader who is confident and objective. He/She must be approachable and able to communicate and problem solve with all strata of society, both the affluent, as well as, those of lesser means.

The County Administrator must be able to work effectively with elected officials, including Constitutional Officers, and be politically savvy and diplomatic. The successful candidate will be innovative, progressive and solutions-oriented. The County is looking for a people person who respects and encourages those he/she works with, but requires accountability and results.

The ideal candidate will be someone who thinks strategically and who will look critically at the organizational structure and processes to see where improvements can be made. The

individual will be open to ideas from all levels and encourage critical thinking. He/she will understand regional complexities and see opportunities to build relationships with other units of government and appreciate the greater vision.

Requirements for the position include a Bachelor's degree with an emphasis in Public or Business Administration or a related field; a Master's degree is preferred. Candidates should have at least seven years of senior level management, experience in public or business administration, (preferably within local government) as a City/County Manager or Assistant City/County Manager with agencies of similar size and complexities. Solid budgetary/financial skills are needed, as well as a preference for experience in sustainable growth, economic development, intergovernmental relations, land-use and environmental issues.

The Last County Administrator

The most recent County Administrator was extremely well regarded. He spent over 30 years with the County and as Administrator from 2001 to 2014 before passing away.

Compensation

The starting salary will be between \$150,000-\$195,000 DOQ. Benefits are competitive and include membership in the Virginia Retirement System.

Residency

The County Administrator is required to live in the County.

Confidentiality

All applications and materials will be treated as confidential and no names will be released without prior notification of the candidate.

How to Apply

E-mail your resume to Recruit26@cb-asso.com by February 9, 2015. Submissions by regular mail or facsimile will not be considered. Questions should be directed to Merv Timberlake at: (561) 289-7641 or Colin Baenziger of Colin Baenziger & Associates at (561) 707-3537.

The Process

Applications will be screened between February 9th and March 19th. Finalists will be selected on March 23rd and interviews will be held on April 3rd with a selection shortly thereafter.

Other Important Information

York County is an Equal Opportunity Employer and encourages minorities and women to apply. Other important information on the County can be found at: www.yorkcounty.gov. Of particular interest to the prospective candidate may be the County's presentation to Standard & Poors that led to its bond rating increase to AAA. It can be found at: http://www.yorkcounty.gov/Portals/0/York_Bond.pdf

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