



Incorporated 1861



“A Community of Pride, Progress and Tradition”

Overview

Located in Western Pennsylvania, the Township of Hampton is a quality residential community that thrives on family and friends.

Township residents are civic minded and are actively involved in community as well as municipal affairs. In 2010, the Township was named “One of the Top Ten Towns for Families in America” by Family Circle Magazine.

Hampton is located in close proximity to the City of Pittsburgh, situated fourteen miles to the north in the Butler Valley. Township residents enjoy easy access to professional sports teams (the Pittsburgh Pirates, Penguins and Steelers) as well as numerous museums and a cultural district anchored by the Benedum Center and Heinz Hall, the home of the Pittsburgh Symphony.



MUNICIPAL MANAGER
Apply by June 30, 2023

History

The north central area of Allegheny County presently known as Hampton Township was first settled in the late 18th century (1754-1763). Western Pennsylvania was the first frontier of the United States to be settled after the Revolutionary War. Movement of people to areas north of the Allegheny, Monongahela and Ohio Rivers occurred as hunters and trappers moved into the game rich lands seeking fur for trade and sale.

John McCaslin secured title to a large tract of land in 1794 at the junction of Mt. Royal Boulevard and Route 8 now known as Oak Hill Farms. Alex McDonald, Frank Black, and other early settlers were joined later by Robert and James Sample, Robert Horde, William and Henry McCully and John McNeal. Certain segments of the Township roadway network and recognizable geographic landmarks bear these early pioneers' names, and some present-day residents of the Township can trace their roots back to that period of settlement.

The Honorable Moses Hampton LLD, a well-respected judge and member of Congress, signed incorporation documents in 1861 and Hampton Township became a municipal entity encompassing parts of Indiana, McCandless, and West Deer Townships.

Hampton's land area totals approximately ten thousand three hundred and twenty-three (10,323) acres or 16.33 square miles. The Township saw steady immigration through the 19th century from the Pittsburgh settlement area at the confluence of the Allegheny and Monongahela Rivers.

Today, the Township of Hampton is home to 18,479 persons according to the latest census information. The profile of the Township can best be described as that of a residential basis or "bedroom" type community. It is recognized as an affluent municipality with a stable population growth rate. Long range trends indicate stable population numbers through the end of this decade.

Living in Hampton

The cost of living in Hampton, as is the case with most of Western Pennsylvania, ranks just below the national average. Your dollar will stretch further for necessities such as housing, health care, and utilities. The Commonwealth of Pennsylvania and Allegheny County sales taxes combined total 7% and they exclude pharmaceutical drugs, clothing, residential heating fuels, and food.

The Township is within easy access to world class medical facilities such as the University of Pittsburgh Medical Center (UPMC) as well as the Allegheny Health Network (AHN). The



Pittsburgh metro area boasts a high number of doctors per capita. That's no surprise given the number of excellent health organizations and universities in the area. To be precise, there are 45 hospitals in Western Pennsylvania, and nine of them are top-ranked facilities.

If you have children, or if you're interested in expanding your own educational opportunities, Hampton either offers or has close access to top-notch choices in education. The Hampton Township School District has continually been rated as one of the top school districts in Allegheny County as well as the Commonwealth of Pennsylvania. Hampton High School has also been rated by US News and World Report as one of the top 2,000 high schools in the United States.

The Hampton Township School District operates with three neighborhood based elementary schools, a middle school (grades 6 thru 8) and Hampton High School.

If higher education opportunities are something you may wish to explore, Township residents are within thirty (30) minutes driving time to such institutions of higher learning as Carnegie Mellon University, the University of Pittsburgh, Duquesne University, Chatham University, Carlow College, La Roche University, and various Penn State branch campuses.



two (2) Allegheny County Parks, North Park and Hartwood Acres, located within of its boundaries. Township residents also enjoy Hampton Community Park which is in the center of the Township and includes a multi-field soccer complex, three (3) lighted baseball fields, five (5) tennis courts, three (3) pickleball courts (currently under construction), two (2) full size outdoor lighted basketball courts, a sand volleyball court, full size street hockey court, a 50-meter outdoor pool with three (3) slides, two (2) diving boards, a bathhouse as well as a concession stand. Hampton Community Park also features eight (8) pavilions, multiple playgrounds, and the Township's 51,000 sq. ft. Community Center. This Community Center has two full-size gymnasiums with the potential set-up for multiple basketball, volleyball, pickleball and badminton courts, an indoor walking track, a fitness center, multiple meeting/party rooms, a dance studio as well as a large banquet room that has hosted many weddings and numerous community activities. The Community Center also serves as the home for the Hampton Community Library.

Demographic Information

US. Census numbers put the Township's 2020 population at 18,479, an increase of .63% over 2010 numbers. The municipality's population is comprised of 91.7% Caucasians, 1.1% Black or African American, 2.9% Asian American, 1.7% Hispanic or Latino and 2.6% that is described as two or more races combined.

The Township has 6,986 households and the median value of an owner-occupied housing unit is \$297,000.

Households with a computer total 96.1% while 94.0% of Hampton households have a broadband internet subscription.

Climate and Average Weather

In Western Pennsylvania, the summers are warm and partly cloudy, and the winters are cold, snowy, and mostly cloudy. Over the course of the year, the temperature typically varies from 23°F to 83°F and is rarely below 7°F or above 91°F.

The warm season lasts for 3.8 months, from May 24 to September 18, with an average daily high temperature above 74°F. The hottest month of the year in Pittsburgh is July, with an average high of 83°F and low of 66°F.

The cold season lasts for 3.0 months, from December 2 to March 3, with an average daily high temperature below 46°F. The coldest month of the year in Pittsburgh is January, with an average low of 24°F and high of 37°F.

Commerce

The Township of Hampton is primarily driven by its residential base with approximately 95% of its land area dedicated to residential housing and 5% recognized as commercial or industrial.

The Township’s top five employers are as follows:

<i>Employer</i>	<i>No. of Employees</i>
* Hampton Sch. Dist.	495
* PPG Industries	416
* Wildwood Golf Club	208
* Township of Hampton	184
* Home Depot USA Inc.	162

The Township’s top five real estate taxpayers are as follows:

<i>Taxpayer</i>	<i>Assessed Value</i>
* Coventry Sq. Apt.	\$20,000,000
* St. Margaret’s/UPMC	\$16,569,100
* Shoppers Plaza Land	\$14,533,400
* PPG Industries	\$6,500,000
* Guardian Storage LLC	\$5,566,900

Township Government

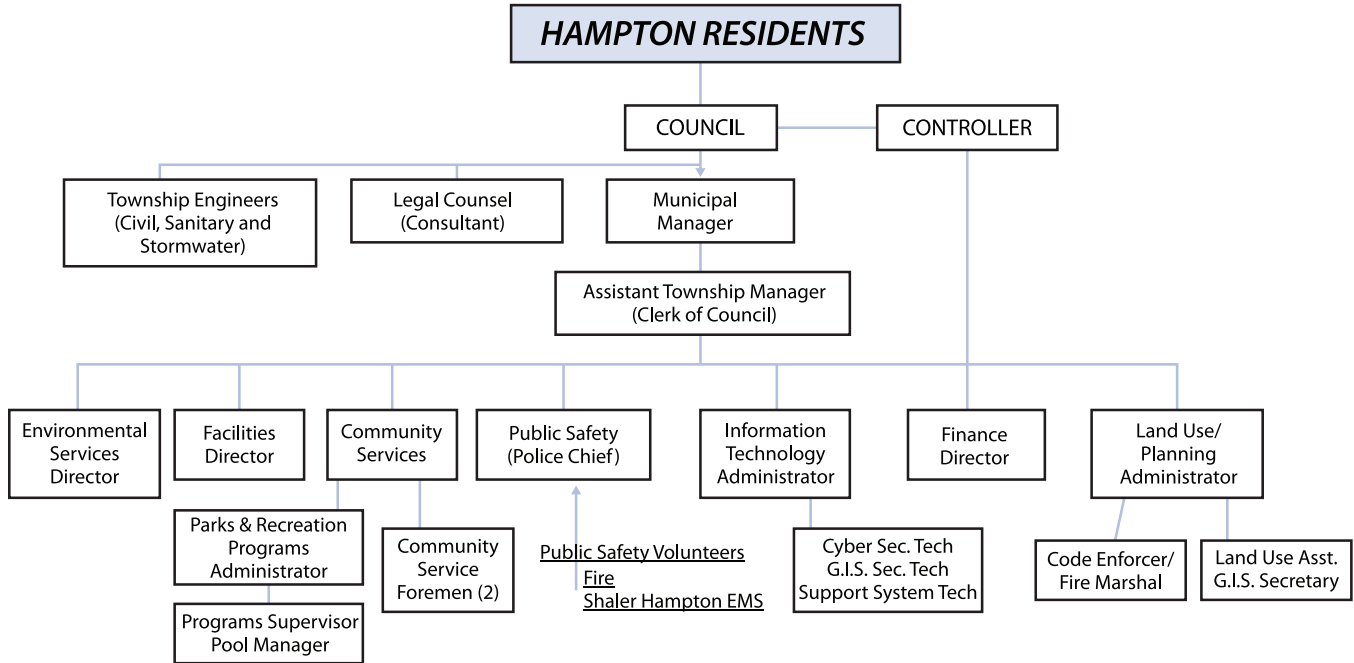
Hampton utilizes the Council – Manager form of government with six elected officials: five council members and a controller all elected at large. The Council President, elected by the council members, presides over meetings, and has an equal vote as all other members. The controller is not a voting member but oversees Township finances. The elected officials serve staggered four-year terms with two council members and the controller up for election in 2023.

The current Council President has served on Township Council for six years as has the Council Vice President. One Council member is in the fourth year of service while the remaining two members have two years of service. The Township Controller is in the 15th year of service to the municipality. The Council appoints the Municipal Manager, Engineers and Legal Counsel. The elected



STAFF ORGANIZATIONAL CHART

Revised 3/15/23



officials respect each other and support the majority, even if the final decision was not what they voted for. The Council also holds the Township Administrative Staff in high regard.

Hampton’s total budget for 2023 is \$23,184,167 of which \$15,498,967 is accounted for in the General Fund. The Township also maintains a Sewer Plant Replacement Bond Fund for the construction of a new Wastewater Pollution Control Plant. For 2023, \$59,950,000 in bond-based proceeds are available and \$20,305,000 have been identified for expenditure as part of this project. It is anticipated that the construction of the new plant will continue through September 2025.

The Township of Hampton is a full-service municipality. Services include general administration/human resources, finance, public safety (police, volunteer fire and EMS), information technology (general operations

and GIS), facilities, community development (zoning and land-use), community services (public works and recreation), and environmental services (sewer line maintenance and sewer plant operations). Teamsters Local Union 249 represents Township police officers and Teamsters Local Union 205 represents members of the Community and Environmental Services Departments.

Under the Township Home Rule Charter and Administrative Code, the Municipal Manager is charged with the hiring of all employees. Out of the Township’s 65 full-time and up to 119 part-time employees, eight report directly to the Manager. Overall, Township employees work well together and clearly understand their roles as public servants.

Township Mission Statement

“The Township of Hampton is and wishes to remain a financially responsible residential community that promotes citizen and business involvement for the betterment of quality family living.”

Challenges and Opportunities

A significant challenge, as well as opportunity, for the new manager will be the management of senior administrative staff transitions. The Finance Director, Information Technology Director, Chief of Police, and the Assistant Township Manager all will be eligible for retirement within the next three-to-five-year period. Although it is expected that one or more of these individuals may stay longer than five years, it will be a challenge for the new manager to plan for the transition of these key staff members. However, with the replacement of these staff members will also come the opportunity for the new manager to build his/her new Township Management Team.

A second challenge will be the development and implementation of a comprehensive maintenance plan for Township owned buildings and facilities. The Township of Hampton Municipal Complex is comprised of eleven buildings. It also houses eight pavilions, an outdoor pool bathhouse/locker room, four playgrounds and two community park rest-room facilities; all of which are maintained by the Township. The development of a comprehensive plan for both the short as well as long-term upkeep of these buildings and facilities will be critical.



Currently, the Township is constructing a new \$60 million Wastewater Pollution Control (Sewer) Plant. This project represents the largest project in cost that the Township has ever undertaken. The new manager will need to be prepared to work with the finance management and construction teams in place regarding this project. It is anticipated that this project will be completed in the fall of 2025.

As with most local governments, the relationship between the Township and its' residents is important to the full understanding of community/resident needs. Although staff has a good reputation and record of understanding as well as addressing community service needs, for Hampton this will be a continuing endeavor for improvement. Council places a high priority on addressing resident requests for service and has the expectation that the new manager will make this a priority as well.

An improvement in relationships between the Township's youth sports associations, the Hampton School District and Township Staff needs to be addressed. Over past years these relationships have become strained.

Finally, The Township's two volunteer fire departments have voluntarily elected to merge their operations. One of the results of this merger is the need to design and build a new Emergency Response Center for both fire and EMS operations. This new facility is proposed to be located near the center of the Township.

The Ideal Candidate

The ideal candidate will be an outstanding communicator and keep the elected officials, as well as the community, well informed. This individual will be a trusted advisor to the Council and Controller and someone who is comfortable telling people what they need to hear instead of what they want to hear. He/she will be approachable and be comfortable speaking to individuals and or groups from all walks of life and be able to explain complex concepts in layman's terms.

The elected officials are looking for a highly motivated individual who is both a great manager and leader. They want someone who is a team player, friendly, outgoing, and collaborative. Indeed, he/she will need to be a team builder, strive to be part of the solution, and work well with the community and outside agencies. He/she will be a visionary while also practical and down to earth. He/she will be willing to work hard to find and implement new ideas to move the Township forward while protecting the residential, family friendly character of the community.

The best candidate will lead by example. He/she will expect that every resident and business owner is to be treated with dignity and respect.

The elected officials want someone who is passionate about the job and will immerse himself or herself in the community. This individual will participate in community activities not because it is part of their job but rather because he/she enjoys it and truly cares to make Hampton their home and a better community.

The ideal candidate will have a demonstrated track record of achievement and success. This individual will have at least five years of increasingly responsible experience in local government management with a strong background in budgeting, finance, labor negotiations and a demonstrated experience with Pennsylvania governmental agencies at the local, regional, and state levels. The ideal candidate will also have at least three years' experience as a municipal, borough, town, city, township manager or in a comparable position. A Master's Degree in Public Administration or a closely related field is required, though experience may be substituted for the educational requirements if appropriate.

The next Municipal Manager should have a vision for the community and make a commitment to it, rather than viewing Hampton as a stepping-stone.

Compensation

The salary range is \$120,000 to \$150,000. The salary will depend on qualifications and experience. The Township offers an automobile allowance, an excellent medical (vision and dental included) benefits program, life insurance coverage and a 401 (a) retirement plan through Mission Square (formerly ICMA RC). Salary and retirement benefits are negotiable.



Residency

Hampton prefers the Municipal Manager to live within the Township, but residency is not required. That said, the manager needs to live within 30-minute drive time to the Township so that he/she can respond to any emergencies that may occur.

The Current Municipal Manager

The current Municipal Manager has notified Council of his desire to retire after thirty-seven years of service to the Hampton community. This retirement will become effective February 1, 2024. It is his intention to be available during a transition period with the new manager and he will also be serving as a consultant, Township owner representative, for the elected officials regarding the construction of the Township's new Wastewater Pollution Control (Sewer) Plant.

The Process

Applications will be screened in early July with initial interviews scheduled for later in the month. Final round interviews will be conducted in mid to late-August and a selection made shortly thereafter.

Other Important Information

The Township of Hampton is an Equal Opportunity Employer and strongly encourages women, minorities, and veterans to apply.

How to Apply

E-mail your cover letter and resume to manager.position@hampton-pa.org by June 30, 2023. Faxed and mailed in resumes will not be considered. Questions should be directed to Christopher Lochner (412) 486-0400, ext. 1305 or Susan Bernet (412) 486-0400 ext. 1303.

