



City Administrator Position Available Apply by October 31, 2013

Are you up for a challenging City Administrator position in a rural southeastern Washington community? If so, this opportunity is for you!

Located just off U.S. Highway 395 about 30 miles north of the Tri-Cities, historic Connell embodies the best of small town America. With a population of 5,350, this vibrant, progressive community offers a quality of life that is rare today. It's a place where people know their neighbors, where no one is a stranger, and where the whole community comes out to support the local schools and athletic programs.

Connell offers something for everyone. Whether you are into rock hunting or antiquing, biking or taking in a

movie, this town has it all. The city takes special pride in its extensive system of well-maintained parks, pool and water slides, community center, and excellent athletic fields. Other attractions include world class art sculptures, breathtaking Main Street murals, Connell Heritage Museum, Connell Fall Festival, and the Wine and Brew Fest, to name just a few.

Connell has over 300 sun-filled days each year and very low precipitation. The year-round temperatures are mild and it is situated in a large agricultural area where dry land wheat, potatoes and other crops are produced.

Connell has a low cost, attractive rural lifestyle. The community is close knit and when a crisis occurs they

rally to assist each other. Multiple faith groups are represented in Connell. The community is very safe and some residents do not lock their doors at night, although it is not advised.

Housing prices are low compared to the rest of the state. If you are tired of the fast paced lifestyle, traffic, and congestion of a major urban setting, you'll enjoy the easy going tempo of Connell where you can go from one side of town to the other in just a few minutes!

There is much to offer the outdoor enthusiast. Hunting and fishing are available in the area. There are lots of open space and sweeping vistas to enjoy.

Education is important to Connell residents. The North Franklin School District is one of the largest employers in the area. School facilities are well-maintained and serve the educational needs of the community extremely well. The school's state championship athletic teams are a focus of community pride and the town nearly shuts down when the local teams play. Post-secondary educational opportunities are available 30 miles south in the Tri-Cities.

If you can stand a comfortable climate, a friendly hometown atmosphere, many employment and recreational opportunities, and clean air and water, you might just want to relocate to Connell!

History

Many communities in the West got their start when the railroad came to town. Connell was no different. Originally called Palouse Junction, the town developed when the Northern Pacific Railroad built a branch rail line in 1883. In 1890, the future of the town was at stake when the railroad discontinued service in that area. But the Union Pacific reestablished rail service in 1901, guaranteeing the future of Connell. About that time, the town was permanently renamed Connell, after a railroad employee.

Other changes came quickly after the turn of the century. The first church, German Methodist, was built in 1901. When the town of Connell was platted in 1902, a Presbyterian church was built. The first school was built in 1903. In 1904, C.M. Taylor built a dry goods store that sold, among other things, hitching rails and watering troughs, the first sign of the future importance of agriculture to this area. Connell's growth threatened to outpace Pasco until a fire in 1905 destroyed a large portion of the business district. But the town quickly rebuilt and by 1906, Connell had a bank, grocery store, post office, hardware store, drug store, lumber yard, saloon, several small offices, and a hotel. A new car dealer set up shop about 1914, causing some excitement. The hilly terrain caused a problem with those early cars; gas would not flow into the carburetor unless the tank was very full, so they would frequently have to be backed up a hill!

Though the main town was growing, many of Connell's residents lived in rural areas. Farmers were planting orchards to supplement their income. Some kept hogs and hens to help support themselves. Home gardens furnished peas, radishes, onions, and potatoes. There were no wells, so residents hauled water from Mesa or from the railroad-owned well in Connell. Residents relied on the Spokesman Review for their main source of news and on the Sears Roebuck catalog for many of their goods.



Table I: Climate Data for Connell, Washington

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year
Average High °F	40.4	47.9	58.0	66.2	74.1	81.6	89.3	88.9	79.5	66.3	50.4	41.1	65.3
Average Low °F	28.0	31.3	36.4	42.3	49.2	55.8	61.0	60.5	51.8	41.9	35.7	29.3	43.6
Precipitation Inches	1.08	0.81	0.73	0.56	0.64	0.51	0.22	0.18	0.30	0.60	1.00	1.13	7.76

Source: National Oceanic and Atmospheric Administration

An agriculture-based economy began to thrive. In the 1920s, stubble-mulching became popular so farmers began disking their fields. Connell Grain Growers was launched in 1930 to handle grain marketing needs. The Connell Grange Supply opened its doors in 1932. The Grange provided hardware, tools, and just about anything a farmer might need. In 1939, the Big Bend Electric Cooperative was formed by a group of Adams County farmers. The Co-op, which still exists, provided much needed electrical power to Connell farmers. Once the economy was more stable, other types of businesses came to the town. The Sunset Theater showed its first film in 1952. The Franklin County Graphic began publication in 1954. Around 1958, the Ed Poe Insurance Agency began taking care of farmers by specializing in farm and crop insurance. In the 1960s and 1970s, agriculture became an even stronger force in the local economy. Residents had started a potato processing plant in 1966 called Unique Frozen Foods. Lamb Weston later bought and expanded the original business. In 1970, Irrigation Specialists, Inc. opened in Pasco, providing irrigation supplies to the ever expanding farming interests.

Commerce

The economy has diversified over the years. The primary components of the industrial base are food processing, agricultural chemicals, and a minimum and medium-security correctional facility that is capable of holding 2,600 offenders. The community is also home to the North Franklin School District where there is a high school, junior high, grade school and administration offices. Both the state and county have transportation facilities in the community.

Connell still depends heavily on agriculture. Wheat, potatoes, corn, and asparagus are the main crops, though large apple orchards provide some income too. BB Cattle,

one of the nation's top Hereford breeders, adds livestock to the many resources of Connell.

There are 49 dairies in Franklin and nearby counties and 27,000 cows being milked. A dairy processing facility is a focus of the local economic development effort.

Climate

Connell's climate is characterized as semi-arid and the City enjoys four distinct seasons. Winters are chilly though not severe with frequent light rainfall, and summers are hot and very dry. Snowfall is rare and light owing to the influence of the Cascade rain shadow, and the city receives less than half the rainfall of Spokane and less than one-eighth as much as Astoria on the Pacific coast. See Table I for yearly average climate data.

Demographics

As of the 2010 census, the City's population was estimated to be 4,209 with 878 households, and 689 families residing in the city. The Washington State Office of Financial Management's 2013 estimate placed the population at 5,350.

The racial makeup of the City was 73.4% White, 6.4% African American, and the remainder being some other race or those of two or more races. Those of Hispanic/Latino (all races) ethnicity are 39.3% of the population.

There were 878 households of which 50.5% had children under the age of 18 living with them, 55.2% were married couples living together, 15.3% had a female householder with no husband present, 8.0% had a male householder with no wife present, and 21.5% were non-families. 19.5% of all households were made up of individuals and 5.9% had someone living alone who was 65 years of age or older.

The average household size was 3.14 and the average family size was 3.53. The median age in the city was 32.5 years. 23.7% of residents were under the age of 18; 10.3% were between the ages of 18 and 24; 37.6% were from 25 to 44; 22.8% were from 45 to 64; and 5.4% were 65 years of age or older. The gender makeup of the city was 67.5% male and 32.5% female. It should be noted that the predominance of males in the population is heavily influenced by the minimum and medium-security correctional facility that is capable of holding 2,600 offenders.

The median house value in Connell is \$107,092 compared to \$154,700 for Franklin County and \$287,200 for the State of Washington. The cost of living index for Connell is 91.4 with a national average of 100.0.

The City Government

Connell is classified as a non-charter code city, retaining the mayor-council form of government as set forth in RCW Chapter 35A.12. The City provides a full range of traditional services to its citizens.

The City of Connell governing body is made up of a Mayor and five councilmembers. All are elected at large and serve staggered four-year terms. The City does not have term limits. Elections are held in November of odd numbered years.

Within the past year, resignations of councilmembers have meant the appointment of three new councilmembers, all of which must stand for election this fall, but are running unopposed. Another councilmember chose not to run for reelection. There are two citizens contesting his seat. The long-time Mayor has an opponent and the election is to be decided in November. The Mayor and councilmembers receive modest compensation for their services.

The City Council has two regular meetings per month. By all accounts, there is an effective working relationship between the Mayor and City Council. They are united in their focus to strengthen and improve the quality of life in Connell.

The City Administrator is appointed by the Mayor, subject to confirmation by the City Council. Also, the Mayor may remove the City Administrator, subject to the approval of the City Council. The City Administrator is responsible for overseeing and supervising the following

city departments under the direction of the Mayor: Police, Fire, Public Works (which includes water, sewer, streets, and parks), City Clerk/Treasurer and office personnel.

The specific duties of the City Administrator are as follows:

- (a) Exercise management supervision over all of the city department heads subject to the general supervision of the Mayor;
- (b) Hire and discharge with cause city employees subject to the confirming approval of the Mayor;
- (c) Be responsible for the administration of the budget, the coordination between all department heads for the preparation of the preliminary budget, and for submittal of the preliminary budget to the city clerk/treasurer;
- (d) Be responsible for the coordination of all boards and commissions of the city;
- (e) Be responsible for the administration of risk management and insurance contracts;
- (f) Develop, apply for and administer such grants as may be beneficial to the city;
- (g) Administer and enforce the city zoning laws;
- (h) Make such reports and recommendations to the Mayor and City Council as the City Administrator may deem desirable, or as may be requested of the City Administrator by the City Council or the Mayor;
- (i) Perform such other duties as may be required by the laws of the state, city ordinances and/or the Mayor or City Council may direct.

The City's total budget for 2013 is \$4.75 million. General Fund is approximately \$2.7 million. The water fund is approximately \$1.3 million and the sewer fund \$750,000. Sanitation is a contract with Basin Disposal with a fee charged for collection and accounting. The City carries significant General Fund reserves and has a general support fund made up of payments-in-lieu of taxes from the state of Washington. This later fund is used sparingly for capital outlay.

The City has nineteen full-time positions with seasonal personnel hired to assist with parks, recreation and operation of the municipal pool. The Police Guild's collective bargaining agreement expires December 31, 2013.

Challenges and Opportunities

The community has experienced some turnover in its senior staff positions. Besides looking for a new City Administrator, the City is in the market for a new chief of police and a planning assistant. Connell needs continuity, stability, and longevity in these key positions. Institutional memory must be preserved, and pride nurtured in the city organization. A group of staff members needs to be retained who can consistently address Council and community concerns.

Economic development is a key to the growth of Connell. The City owns acres of commercial and industrial property that can be used to develop new businesses and industries. Connell has a need for a secondary job market to support and augment the primary market that exists.



Currently, there are 14 van pools that drive each day from the Tri-Cities to the Coyote Ridge Correctional Facility in Connell. One of the primary reasons people make that commute, rather than live in Connell, is the absence of a secondary job market for spouses and significant others seeking employment. The successful candidate must develop a solid working relationship with TRIDEC, the area-wide economic development organization to promote the economic goals of Connell.

Effective communication with the residents, City Council, and staff is a necessity. The next administrator will need to be in front of issues and not let the crisis of the moment "drive the bus." Not only will communication skills be essential, but the capability to develop and maintain strong working relationships with other cities, Franklin County, and area legislators. Strategic communications using all available media tools are important.

The City wants an individual as City Administrator who "eats," "drinks," and "breathes" Connell, is fully engaged in the community, is a champion and community advocate, and wants to make Connell his/her home. Membership in the community club and Chamber of Commerce, as well as participation in Fall and Winter Festivals will make this individual successful.

The Ideal Candidate

This position is a great opportunity for the right person. The City wants a personable, approachable, and outgoing personality who is customer-focused as its next administrator. Specifically, the City's leaders want someone who can build trust and confidence in others and can be relied upon to listen and discuss problems and challenges in a respectful and professional manner.

To be successful, the ideal candidate will need to be an effective communicator with the Mayor, Council, staff, and the general public. He/she must be open and transparent, possess great integrity, have a significant work ethic, be thrifty, and have operational know how.

The individual will be an outstanding team leader, someone who will mentor and develop staff. Since the professional staff is very small, the ideal candidate will need to roll up his/her sleeves and perform most of his own staff work. This administrator will provide direction and outline resources while relying on the staff to get the

job done. At the same time, he/she will hold department heads accountable for their performance and expect projects to be completed on time and within budget. Personally, the administrator will be results-oriented, ethical, decisive, and an outstanding communicator.

This administrator will be an experienced professional with proven success to foresee the consequences of actions, avert crises, and advise the Mayor and members of the City Council so they can optimize their decisions. The individual will understand politics but not be politically involved. He/she must have the ability to help the community define its vision of the City, establish goals, and develop long range strategies to fulfill that vision.

The Council expects the new City Administrator to look at the City with fresh eyes and assist the Mayor and City Council in charting a new course. They want someone who will get involved and participate in community functions and truly make Connell their home.

Candidates should have a minimum of five years of progressively responsible senior management experience. Computer literacy with basic office products is essential. Some knowledge and experience with community planning would be a plus.

The position requires graduation from an accredited four-year college or university with major coursework in public or business administration or related field. A Masters in Public or Business Administration is a plus.

Compensation

The salary range is \$78,048 to \$93,192 plus excellent benefits. The prior City Administrator had an employment agreement.

Residency

Residency in the city is not required, but strongly encouraged.

Confidentiality

Candidates' names will not be released without the candidates' permission. However, it is expected that when the City Council selects finalists, their names will be released to the public.

How to Apply

Email your resume to Recruit24@cb-asso.com by October 31, 2013. Faxed or hard copy applications will not be considered. Please direct all of your questions to John Darrington at (509) 619-0880 or (509) 823-5138.

The Process

Applicants will be screened between October 31st and November 25th with an invitation to interview by no later than December 3rd. Finalists will be interviewed in Connell on December 13th and 14th with a selection shortly thereafter.

Other Information

Connell is an Equal Opportunity Employer and encourages minorities and women to apply.