



Welcome to the City of Norwich

City Manager Position Open - Apply by October 12, 2015



Population: 40,500

Located in southeastern Connecticut, the City of Norwich is a charming 350-year young community with a history that predates the founding of the nation. Within its borders, it offers an urban living environment with a rural and small town feel.

Residents are proud of their historic downtown center. Home to the City's beautiful harbor and marina, the area provides the venue for numerous community festivals and concerts. The downtown is also the heart of a growing arts community comprised of museums, galleries and a Black Box theater performing all new musicals. Restaurants are plentiful and represent the City's cultural diversity.

A visit to Norwich would not be complete without a trip to Slater Memorial Museum on the campus of Norwich Free Academy. "For more than one hundred years, the Museum has displayed and interpreted the best examples of fine and decorative art from

a broad range of world cultures of the Americas, Asia, Europe and Africa.”

The Otis Library provides free and open access to information, ideas, and services that anticipate the community’s personal, educational, and professional needs. The library enriches the region by maintaining a safe and welcoming environment and by offering resources that promote lifelong learning.

For those who want a quiet shaded place to rest, Norwich offers parks and a town green. For the outdoorsman, the City offers some great fishing holes and the City’s rivers host fishing tournaments. For boaters the newly upgraded marina is convenient. Residents also have access to well-regarded public and private neighborhood elementary schools, a world-class, privately endowed high school, a technical high school, and a community college. Zillow reports a median home price of \$135,100 for a 1,600 square foot home.

The City is home to the William W. Backus hospital, a 213 bed acute care facility that serves nearly a quarter-million people and is the only trauma center east of the Connecticut River.

Uniquely, Norwich has benefited from the establishment of its own public utilities, Norwich Public Utilities, (NPU). It provides four utilities—natural gas, electricity, water and wastewater collection. Established in 1904, NPU is municipally owned and governed by a five member Board appointed by the City Council and who have the best interests of the rate payers at heart.

You are invited to discover all that Norwich has to offer and to be its next City Manager. Visit the galleries, experience the City’s history, enjoy its wonderful live theater, and cheer on the hometown baseball team. All in all, Norwich is a wonderful place for you and your family as well as a great professional opportunity.



History

The first inhabitants of what is now historic Norwich were Native Americans from the Mohegan Tribe. In 1659 European settlers in the persons of Major John Mason and Rev. James Fitch purchased from land the Tribe and in 1668 a wharf was built at Yantic Cove. It was replaced 16 years later with a new public landing at the head of the Thames River, the site of the current downtown. This harbor area served as the key attraction to settlement and as a regional center of commerce. The City soon became the hub of an agricultural community before shifting to an industrial focus in the latter part of the 18th century.

Restrictive British trade policies hurt the prosperous settlement and led to it playing a significant supporting role in the American Revolution. Backing the cause with soldiers, ships and particularly munitions, Norwich grew as a manufacturing center. It incorporated as one of the first five Connecticut cities in 1784.

Through the early part of the 19th century Norwich prospered as a regular stop for steamships traveling between Boston and New York. During the Civil War Norwich again saw growth in its textile, armaments and specialty item manufacturing.

Since then, the City has grown steadily and become the modern urban center it is today. Drawing immigrants from around the country and the world has enriched the City with a diversity of newcomers. Today it is a thriving city with a stable population and a positive outlook.

Demographics

Norwich’s 2010 population of 40,493 was divided by age as follows: 32% were less than 25 years old, 21% were from

Table I: Norwich Population Growth

Census	Population
1800	3,476
1860	14,048
1900	17,251
1920	22,304
1940	23,652
1960	38,506
1980	38,506
2000	36,117
2010	40,493

Source: U.S. Census Bureau

25 to 30, 29% were from 40 to 60 and 18% were age 60 and over. The median age is 38 which is very close to the median for the United States as a whole. 70% of the population is

classified as Caucasian, 10% African American, 8% Asian and the remainder are some other race or more than one race. 13% of the population (all races) self-identifies as Hispanic / Latino. Owner-occupied housing units make up 52% of the housing. The average household size is 2.41 persons and the average family size is 3.02 persons. Of those persons 25 and older, 86% have a high school diploma and 20% have a bachelor’s degree or higher. The average family income is \$48,597 and 11.6% of all families fall below the poverty level.

Climate

Norwich’s climate is characterized as humid continental. Seasonally, the period from May through October is humid

Table II: Climate Data for Norwich, Connecticut (1981-2010 Normals)

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average High °F	38	41	49	60	71	79	84	83	75	64	54	43
Average Low °F	19	22	28	38	47	57	63	61	53	41	33	24
Precipitation Inches	4.1	4.1	5.5	5.0	3.9	4.3	4.0	4.8	4.6	4.8	4.8	4.8

Source: NOAA

and warm to hot with the hottest months being June, July, and August. That is also when occasional (but brief) thundershowers occur. The coldest months are December, January, and February having average highs in the lower 30's F and overnight lows near 20 F. Details can be found in Table II on page 3.

Tropical storms and hurricanes have struck Norwich although the occurrence of such systems is rare and is usually confined to the remnants of such storms.

Geography

Norwich, located in New London County, has a total area of 29.5 square miles of which 1.2 square miles is water. The terrain is characterized by gently rolling hills. Three rivers, the Yantic, Shetucket and Quinebaug Rivers, flow into the City and form its harbor from which the Thames River flows south 13 miles to the Long Island Sound. The City's mean elevation above sea level is 194 feet. Norwich is about 3 hours from New York by rail or highway.

Commerce

Norwich was an early industrial center and manufacturing remains at the heart of the economy. Unfortunately, recovery from the Great Recession has been somewhat slower than many would like. Still growth has been steady and expected to stay so. The City's principal employers are found in Table III.

Table III: Norwich Major Employers

Employer	Field	# of Employees
Williams Backus Hospital	Medical Care	1,439
State of Connecticut	All State Agencies	1,073
Bob's Discount Furniture	Distribution Center	911
U.S. Food Service	Food Distribution	530
City of Norwich	Government	430
Norwich Free Academy	Education	295
United Family Services	Healthcare	252
Wal-Mart	Retail	226

Source: Norwich FY 2016 Budget

The Government

The City of Norwich operates under the Mayor/Council form of government with an appointed City Manager. Policy making and legislative authority are vested in the governing body consisting of the Mayor and six council members. The Mayor is also responsible for coordinating economic development efforts. He/she is elected to a four-year term and Council members are elected to two year terms in at-large elections. The Treasurer, Registrar and Board of Education are also elected. The Council also appoints the City Clerk, Corporation Counsel and various boards and commissions including the Board of Public Utilities Commissioners.

The City Manager, who is appointed by the Council and whose duties are set by local ordinance, is responsible for carrying out the policies of the Council, overseeing the City's daily operations, and appointing the employees of the City.

The City provides a full range of city services including police, fire, parks and recreation. In addition it operates a sewer utility under a Council-appointed Commission. The City's total city general budget (including utilities but excluding education) is \$47.1 million.

Approximately 58% of the general fund budget is supported by the property tax. The City has approximately 430 non-education FTE employed by the city. With the exception of 11 management staff, all employees are represented by one of ten bargaining units.

The City is emphasizing becoming a city of economic growth. Among its goals are increasing education funding, providing tax relief, department collaboration and infrastructure maintenance.

The Situation

The City of Norwich has deep roots in the early history of the United States. The community has great pride



in that history and has a long tradition of commitment to the City. Typical of many New England cities, for many years Norwich's prosperity was based upon a manufacturing economy. That environment had provided for growth of a strong active working middle class that supported the municipal government both financially and culturally.

The recent past has seen a significant change in the makeup of Norwich. A shift from well-paying manufacturing jobs to service employment with lower wages has resulted in a population that requires greater services with less income to support those services. The situation impacts all aspects of the City government including schools. The service industry jobs have drawn a highly diverse citizenry to Norwich. The challenges that accompany this population are evident as well. Lack of language fluency, cultural differences and employability issues are some of them.

The very positive aspect of the present situation is the universal understanding that there is a need for and a deep desire to move forward – to moving towards rebuilding the City into a prosperous community with enhanced opportunities for the whole population. The stage is set and the next City Manager can provide leadership toward that goal. A strong leader – someone who is willing to invest his/herself in the long term development of the City – will find the opportunity to make an impact exhilarating. The community leadership is committed to support such a person.

The Ideal Candidate

The ideal candidate will be an enthusiastic and energetic manager / leader who is looking for great but challenging job. The individual will serve as a trusted advisor and partner to the City Council. He/she work diligently to provide the elected officials with



the information they need to make good decisions. The next manager will value transparency and always act in a manner that places the best interest of the City first.

The individual will be a strategic thinker – someone who can anticipate the future and position the City to maximize its success. The manager will have the ability to think and act long term, working with the City’s elected leadership to create a vision of what the City can be. The manager and the leadership will then partner to rally the community around that vision.

The ideal candidate will be humble and practice unassuming leadership. His/her communication’s skills will be outstanding. Not only will the individual be able to articulate ideas and concepts in a way everyone can understand, he/she will listen, seek and respect the opinions of others.

Some difficult decisions will need to be made so, while the individual will be a consensus builder and team player, he/she will also be decisive and timely.

The ideal candidate will be a cheerleader for the City. He/she will work hard to create a sense of pride within City employees, building on the staff’s commitment to serving the community and to produce a first class work product. He/she will also be in the public eye (while not overshadowing the elected officials) creating excitement about the City’s future.

The ideal candidate will have at least a Bachelor’s Degree in business or public administration or an area related to city management. A Master’s Degree is preferred. The individual will also have at least five years of experience as a city manager and expertise in local government management and finance. Others with strong management skills in a municipal agency such as a leadership role reporting to a governmental board will be considered. He/she will also have expertise in economic development and intergovernmental relations.

Compensation

The salary range extends to \$150,000 and will depend on qualifications and experience. Benefits are excellent.

The Most Recent City Manager

The most recent City Manager left after seven years with the City by mutual agreement. We do not anticipate any internal candidates.

Residency

Residency within the City limits is required by the City’s charter. The successful candidate will have six months to become a resident.

How to Apply

E-mail your resume to Recruit26@cb-asso.com by October 12th. Faxed and mailed resumes will not be considered. Questions should be directed to Colin Baenziger at (561) 707-3537.

The Process

Applications will be screened between October 13th and November 10th. Finalists will be interviewed during the week of November 16th. A selection will be made shortly thereafter with a goal of having the contract signed and approved by November 30th.

Other Important Information

The City of Norwich is an Equal Opportunity Employer and encourages women, minorities and veterans to apply.

Additional Information

The City has an excellent website and more information can be found at: <http://www.norwichct.org/>

COLIN BAENZIGER  ASSOCIATES
EXECUTIVE RECRUITING