



NEW ROCHELLE, NEW YORK

CITY MANAGER



EXECUTIVE RECRUITMENT

City of New Rochelle, New York

CITY MANAGER

GovHR USA is pleased to announce the recruitment and selection process for a City Manager in the City of New Rochelle, NY, population 79,067. This brochure provides background information about the organization, as well as the requirements and expected qualifications for the position.

THE COMMUNITY

Located nineteen miles from midtown Manhattan and thirty minutes from Grand Central Terminal, with direct links to I95, the Hutchinson River Parkway, and Amtrak, easy access to three major New York airports, miles of shoreline on Long Island Sound, and a quick trip to other centers in the region – New Rochelle is an accessible and thriving community in heart of Westchester County.

New Rochelle is experiencing unprecedented economic growth and revitalization. The City selected a [Master Developer, RXR](#), for the redevelopment of the downtown that began with their signature project at the western gateway. A wave of new development has followed, with dozens of projects underway as detailed in the City's website [IdeallyNewRochelle.com](#). At street level, new restaurants spring to life almost monthly, offering international cuisine replicating that of our nearby neighbor, New York City. New Rochelle's economic resurgence is evident in small businesses as well, with our [Business Development program](#) assisting entrepreneurs every step of the way.



Beyond the downtown, New Rochelle boasts charming and historic neighborhoods, excellent schools, extensive parkland, and an enviable quality of life that must be preserved and protected. New Rochelle's planning strategy recognizes the City's diverse land use characteristics. Environmental sustainability is a key priority for New Rochelle.

The home of some of America's most noted artists, New Rochelle has always celebrated creative expression. The City's commitment to cultural vitality is evident in public art installations and murals, as well as housing devised to appeal and be accessible to artists.

New Rochelle's population of nearly 80,000 is housed in a mosaic of diverse neighborhoods, each with its own distinguishing characteristics including elegant, stately older homes, some dating from the late 19th and early 20th centuries; exquisite architecture; and lovely landscaping. Nestled in the central part of the city is the largest designated Historic District in Westchester County. In the downtown, residential towers join with live/work lofts and turn-of-the-century apartment buildings as well as multi- and single-family homes. Along the waterfront, one-of-a-kind homes ring the shoreline.

New Rochelle's waterfront is also abundantly blessed with both unsurpassed beauty and public accessibility. In addition to a number of popular beach clubs, three City and one County park claim a good portion of the 9-mile coastline, offering passive and active recreational opportunities. The 20-acre Echo Bay area in the City's East End is currently in the planning stage for a dynamic new waterfront development featuring residences, shops, restaurants, and open space.

But behind the doors and walls of a blossoming downtown and attractive neighborhoods is the heart of New Rochelle: its people. One of the City's most appealing and strongest characteristics is its diversity, as evidenced in our City's new brand, Ideally Yours: "For those seeking their ideal, any ideal, New Rochelle, just 30 minutes from the heart of Manhattan and everywhere within reach, is where a heritage of originality, refreshed perspectives, and a culture of inclusion, inevitably creates New York's next great place."

THE ORGANIZATION

Under the Council-Manager form of government, New Rochelle is a full-service community. The annual City budget is approximately \$262 million (all funds). The General fund is \$152 million, with 76% of the budget allocated to salaries and fringe benefits. [The Adopted 2022 City Budget](#).

City Departments include: Buildings; City Clerk; Development; Finance; Fire; Human Resources; Law; Parks and Recreation; Police; Public Information and Public Works. The City employs approximately 660 full-time City employees, most of whom are covered by civil service and collective bargaining agreements.



ROLE OF THE CITY MANAGER

The City Manager is appointed by and reports to the seven-member City Council. The City Manager is the Chief Executive Officer of the government and appoints and oversees the administrative and operating staff.

The City Manager responsibilities include:

- To supervise the administration of the affairs of the City;
- To see that the ordinances of the City and the laws of the state are enforced, except as otherwise in this Charter provided;
- To sign all contracts, deeds or leases that may be authorized by the Council; to make such recommendations to the Council concerning the affairs of the City as may seem to him desirable;
- To keep the Council advised of the financial conditions and future needs of the City;
- To prepare and submit to the Council the annual budget estimate;
- To prepare and submit to the Council such reports as may be required by that body.

OPPORTUNITIES AND CHALLENGES

The next City Manager is expected to address a wide range of challenges and opportunities in the short to medium term, including but not limited to:

- Continue the successful execution of New Rochelle's downtown development plan, with an emphasis on establishing New Rochelle as an attractive opportunity for ESG investments, while also accelerating ground-floor commercial activation. [Link to the Downtown Development Plan.](#)
- Ensure that ARPA funding is utilized for positive, durable impact on the community.
- Achieve an organization-wide cultural and programmatic shift to integrate sustainability more fully into policymaking and aligning operations with future policy climate action goals, including phased implementation of New Rochelle's updated Sustainability Plan, as well as enhanced focus on environmental justice considerations.
- Execute significant, long-planned projects such as the LINC, the rebuilding of Quaker Ridge Road, the two-way conversion of Main & Huguenot, and the restoration/ redevelopment of the Echo Bay waterfront.
- Diversify the management team so that it better reflects the composition of New Rochelle.
- Maintain New Rochelle's sound finances, including a robust fund balance, strong bond rating, and manageable debt level.
- Ensure that organizational capacity is aligned to anticipated future demands and priorities, including expanded use of analytics to provide for data-informed policymaking.
- Fully implement the recommendation of New Rochelle's Police Reform plan. [Link to the Police Reform Plan.](#)
- Expand programming aimed at youth enrichment and violence prevention, including through partnerships with the New Rochelle School District.
- Continue and to the extent feasible expand investments in basic infrastructure, essential public facilities, complete streets, and public parks.
- Ensure that all of New Rochelle's diverse constituencies are respected, empowered to participate fully in civic life and public decision-making, and embraced as valued, equal stakeholders in our community's future.





CANDIDATE QUALIFICATION CRITERIA

The successful candidate will have a combination of education and experience that demonstrates the ability to perform the work, including the following:

- A master's degree from an accredited college or university, with the major field of study in public administration, public policy or government.
- A minimum of five (5) years' experience in a government, or similar public sector organization.
- Ability to develop strong working relationships and interact with elected officials, senior staff, boards or commissions, and employee representatives in a positive and professional manner is required. A demonstrated passion to engage and work with others, including a diverse resident population, in a professional and respectful manner is required.
- Demonstrated commitment to and progressive experience in diversity leadership in City government.
- Excellent problem solving and financial skills, including budget preparation.
- Excellent human resources skills, including experience in contract negotiations and administration and labor relations.
- Excellent verbal, writing, and social media communication skills including the ability to clearly present concepts, explain operations and finances and respond to controversies and day to day matters.
- Experience addressing and managing high-profile crises.
- Ability to think and act strategically in a fast-paced environment that may require prioritization, complex problem-solving, and adaptability.

CANDIDATE CHARACTERISTICS & TRAITS

The next City Manger should possess the following:

- Team-oriented and approachable management style that balances direct decision-making with delegation of decisions, as appropriate.
- Demonstrated commitment to diversity, equity, and inclusion.
- Ability to engage diverse colleagues and constituencies with cultural competence, respect, and active listening.
- Openness to competing points of view and capacity to accept criticism without defensiveness.
- Clear understanding of the specific needs, challenges, and priorities confronting diverse urban/suburban communities.
- Capacity to motivate and embody an organizational culture that embraces innovation, creativity, and excellence.
- Strong sense of accountability to the public and to elected officials. Integrity that exemplifies professional, and personal, characteristic of impeccable behavior that meets the highest ethical standards.
- Commitment to high-quality services, based on continual improvement of operations, policies, and procedures.



HOW TO APPLY

Starting salary for the position is \$250,000 to \$300,000 DOQ+/- depending upon qualifications and experience. Excellent benefits package. Residency is strongly preferred as soon as possible after appointment. Submit résumé, cover letter, and contact information for five professional references by October 1, 2022 online to Joellen J. Cademartori, CEO, GovHR USA, LLC – www.govhrusa.com. Questions regarding the recruitment may be directed to Joellen J. Cademartori, CEO, GovHR USA at 847-380-3238.

The City of New Rochelle is an Equal Opportunity Employer.