



THE CITY COMMISSION OF KINGSVILLE, TEXAS, SEEKS A VISIONARY, ETHICAL AND EXPERIENCED CITY MANAGER WHO IS AN OUTSTANDING LEADER AND ADMINISTRATOR TO SERVE AS THE NEXT...

THE COMMUNITY

Kingsville, Texas (population 26,213) has a rich history and a bright future. Kingsville sits on approximately 13.83 square miles. Strategically situated 45 miles southwest of Corpus Christi, Kingsville serves as the County Seat of Kleberg County. Just west of the Gulf of Mexico, in an area called The Wild Horse Desert by early settlers, Kingsville is the birthplace of the American ranching industry. In 1853 Captain Richard E. King purchased land that was once part of the Rincon de Santa Gertrudis Spanish Land Grant. He fenced and cleared the land, fought off raiding Indians, and even moved an entire village from Mexico. The residents of that village became some of Texas' first cowboys, known as Kinenos. The legacy of his widow, Mrs. Henrietta King, is represented today in the churches, college, and schools her land donations made possible.

The King Ranch, at about 800,000 acres, remains a working ranch, boasting over 60,000 cattle and 300 quarter horses and offers fabulous opportunities for nature lovers and bird watchers. Attractions in Kingsville, in addition to the King Ranch, include the John E. Connor Museum at

CITY MANAGER (REOPENED RECRUITMENT)

POSITION PROFILE

The City Manager directs the daily operations of the municipal organization under the policies and guidance of the City Commission. A vital component of the governance of the City of Kingsville, this position is responsible for the appointment and supervision of staff, preparation and recommendation of the annual budget, and providing recommendations to the City Commission concerning financial and policy issues. As provided in the City Charter, the City Manager serves at the will and pleasure of the Commission, subject to the provisions contained within an employment agreement. The City Manager is a recognized community leader and serves as the ambassador for the City Commission and the municipal organization.

successful candidate will demonstrate strong technical skills, highly developed communication ability, a collaborative and personable management style, exceptional interpersonal skills and absolute integrity.



The vacancy was created by the resignation of the previous City Manager after four years of service. The City Attorney is serving as the Interim City Manager. The



THE COMMUNITY (Continued)

Texas A&M University-Kingsville and the King Ranch Museum. Outdoor enthusiasts enjoy bird watching, golf, and outstanding fishing and hunting.

Kingsville's economy, like much of South Texas, is extremely dependent on agriculture, particularly cattle, cotton and sorghum. Since World War II, Kingsville has been home to NAS Kingsville, a key US Navy jet training center and the area's largest employer. Recent Department of Defense initiatives have increased the prominence and stability of NAS Kingsville. Other major employers include Texas A&M University-Kingsville, Celanese, U.S. Border Patrol, and Coastal Bend College. Kingsville's Economic Development Corporation has developed job training partnerships with the University and Coastal Bend College.

Kingsville offers a culturally rich and vibrant community. The median household income is \$38,904 and median family income is \$45,794. Housing in Kingsville is an area currently growing in both the single family and multi-family sectors. The median value of an owner-occupied unit is approximately \$74,000.

Offering rich history, a diverse citizenry, a stable environment, moderate weather and superior outdoor recreation, Kingsville is a great place to call home and raise a family.

To learn more visit:
<http://www.cityofkingsville.com>

CANDIDATE PROFILE

The successful candidate for this position must be a self-confident and energetic leader and manager of responsible change with a visionary approach. The City Manager will be comfortable working in an environment which holds opportunities for growth and economic development. Given these opportunities, the next City Manager must possess experience effectively managing quality growth and development within a municipal environment.

The ideal candidate will have a demonstrated record of stewardship of public funds by ensuring that the first priority is to focus on high-quality and cost-effective basic services, maintenance of infrastructure, and the safety of Kingsville citizens. In addition, the candidate will possess a thorough understanding of municipal finance and budgeting as well as the innovative utilization of information technology to improve internal operating performance, productivity and service delivery to the citizens.

The successful candidate will be a strong leader and motivational force for city staff while being highly visible to the staff and the public. Leading by example in customer service, responsiveness, work ethic and dependability is an essential trait. In interactions with City staff, the

City Manager will be a model of personal leadership, decorum, and display a positive and respectful management style. The successful candidate will demonstrate a commitment to becoming an integral part of the community's life, fully participating and engaging in the life of the City. The City Manager's demeanor, appearance and conduct will represent the City positively in any setting.

In addition to managing the day-to-day operations of the City organization, the next City Manager will be expected to establish an open and supportive relationship with the City Commission, understanding and respecting their governing role and providing them with sound and thoughtful recommendations backed by thorough research. He/She will communicate with the Mayor and City Commission on an equitable and timely basis.

The City Manager must be able to communicate the City's vision, policies, and plans that have been approved by the Mayor and City Commission in an articulate and compelling manner. Additionally, the Manager must be able and willing to work with individuals who hold differing opinions in a diplomatic and tactful manner, requiring strong negotiation and interpersonal skills. His/Her personal and professional ethics must be above reproach.



MUNICIPAL ORGANIZATION

The City of Kingsville operates under a Home Rule charter providing for the Commission-Manager form of government. The City is governed by a City Commission composed of the Mayor and four City Commissioners, all elected at-large for two year terms, with no term limits. The City Commission, as the policy maker, appoints a City Manager to manage the City's day-to-day operations. The Manager appoints and removes all officers and employees of the City with the exception of the City Attorney and the Municipal Court Judge.

The City of Kingsville provides the full range of municipal services to its residents, including administration, communications and public information, human resources, finance and budget, streets, utilities, solid waste, police, fire, library, parks and recreation, planning, economic development and community development. The City has a staff of 301 FTE, including 209 non-civil service staff, 48 civil service members of Police Department, and 31 civil service members in the Fire Department. Staffing also includes 11 part-time and 19 seasonal workers. The City Commission has adopted an overall budget of approximately \$52.5 million for Fiscal Year 2014-2015, with anticipated capital expenditures of \$1.4 million. The City's adopted tax rate for 2014-2015 is \$0.84220 per \$100 valuation.



CURRENT HIGH PRIORITY ISSUES

The following are representative of the challenges and opportunities the new City Manager will address. The listing is intended to be representative and not all-inclusive of the challenges and opportunities the new City Manager will encounter in the first year to two years of employment.

- **Economic Development** - A primary goal of the City Commission is economic development and diversification of the tax base. With the reliance on property taxes as its primary revenue source, the City's property tax rate is above average in the region. The City Commission will look for candidates who have experience with aggressive economic development programs and who have had success in attracting compatible new businesses to a community and an understanding of effective business retention strategies. The City recently hired a new Planning and Economic Development Director and there is a significant increase in multifamily housing construction occurring within the community.
- **Capital Improvement Program** - The City has many capital projects either planned or underway, including street repair and utility line replacements and upgrades. The City is in the process of rehabilitating and repurposing the historic H. M. King High School into a new City Hall, followed by the relocation of some City services into the new City Hall. The City Commission is seeking candidates who have extensive experience with major capital improvement projects and a successful record of completing projects on time and within the budget.
- **Parks and Golf Course** - In 2014, the City entered into interlocal agreements to assume operation of the City's parks and golf course, previously operated by Kleberg County. The operations and improvement of these community assets will be a priority for the new City Manager.
- **Intergovernmental and External Relations** - The Commission will expect the City Manager to aggressively represent the City's interests while striving for an increased level of cooperation and mutual benefits in intergovernmental endeavors with neighboring cities, the County and at the regional and state level. The City Manager must also maintain highly effective and cooperative working relationships with local business and ranching interests, and with the Naval Air Station and Texas A&M University-Kingsville. The City has recently begun providing increased services to NAS Kingsville through cooperative utility and security agreements.
- **Labor Relations** - The City Commission will negotiate labor contracts with the Police and Fire Department unions in 2016 at the expiration of existing agreements. Both departments operate under the provisions of Local Government Code 143, "State Civil Service."
- **Staff Development** - The City Commission members will expect the City Manager to communicate their collective vision and strategic plans to the staff and to guide them in the development of detailed work plans. The City Manager will be expected to hold staff accountable to achieve the strategic objectives through their work plans and to improve internal communications and the efficiency and productivity of internal operations. An expectation of the City Manager will be the development of effective succession planning strategies and programs to capture institutional knowledge and provide for organizational continuity.

COMPENSATION AND BENEFITS

The starting salary and benefits are highly competitive and negotiable, with a minimum of \$115K, depending upon the experience and qualifications of the successful candidate. The City of Kingsville offers TMRS retirement to its employees and health insurance at highly favorable rates. The City Commission will negotiate an employment agreement and relocation assistance with the successful candidate.

EDUCATION AND EXPERIENCE

A Bachelor's degree in public administration, business, finance or a related field from an accredited university is required; a Master's degree in a related field is preferred. A minimum of five years municipal service, with experience as a City Manager or Assistant City Manager or the equivalent is required; progressively responsible service as a Department Head in a larger, complex community will be considered. Experience in a comparable or larger community is preferred. The City Commission is open to candidates from any region of the nation with experiences applicable to the City of Kingsville. The ideal candidate will have managerial experience in a community with military and/or university presence. The City Charter requires the City Manager to maintain residency within the City during his/her tenure in the position.



APPLICATION & SELECTION PROCESS

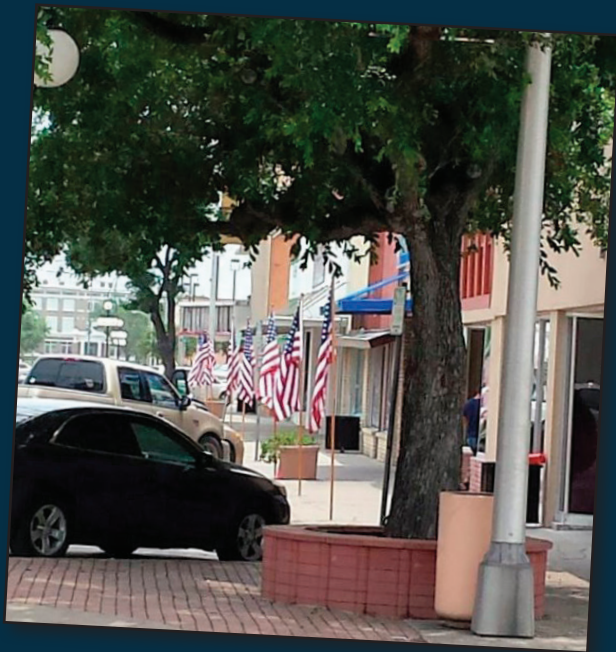
Qualified candidates please submit your resume online by visiting our website at <https://waters-company.recruitmenthome.com/>. This position is open until filled; however, the first review of applications will take place on **August 3, 2015**. Following the first review date, applications will be screened against criteria provided in this brochure and the Mayor and City Council will consider offering interviews to selected candidates. Interviews in Kingsville will be offered by the City to those candidates named as Finalists, with reference checks, background checks, and academic verifications conducted after receiving candidates' permission.

For more information, please contact:

Chuck Rohre
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(214) 608-7477 (mobile)
Email: crohre@watersconsulting.com

The City of Kingsville is an Equal Opportunity Employer and values diversity at all levels of its workforce!

Applicants selected as finalists for this position will be subject to a criminal history/credit/drivers license check prior to interview. Under the Texas Freedom of Information Act, information from your resume may be subject to public disclosure.



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