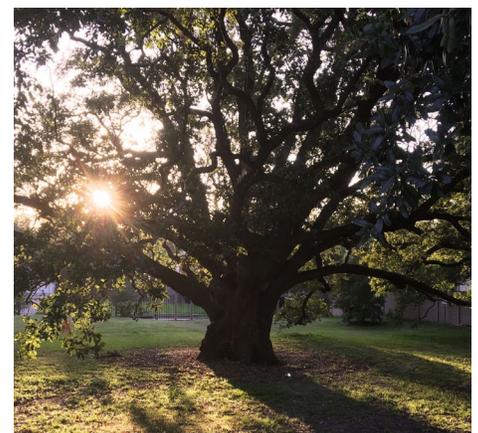
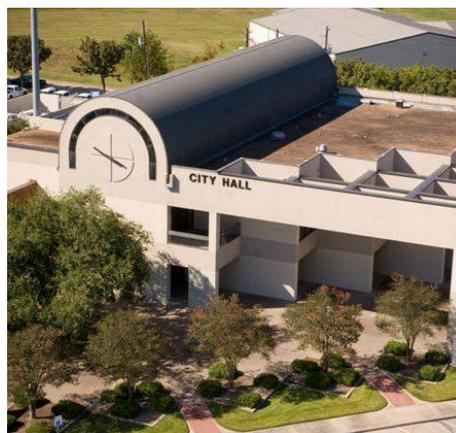


MISSOURI CITY, TEXAS

CITY MANAGER



Executive Recruitment



GovHR USA, LLC is pleased to announce the recruitment and selection process for City Manager for Missouri City, Texas. This brochure provides background information on the City of Missouri City, as well as the requirements and expected qualifications for the position.

City Manager, Missouri City, Texas (pop. 74,557). Strategically located, a growing city with a rich Texas history seeks highly progressive, team-oriented, local government leaders to apply for its City Manager position. Located adjacent to Houston, Missouri City is primarily in Fort Bend County, though a portion of the city is in Harris County. The City is approximately 30 square miles with extra-territorial jurisdiction of an additional 24 square miles and is bordered by Sugar Land to the west and Arcola to the southeast.

MISSOURI CITY

COMMUNITY PROFILE

Missouri City, Texas known as the “Show Me” city, has a population of over 70,000 and is conveniently situated 20 miles southwest of downtown Houston. The city covers 30 square miles and is easily accessible by major transportation thoroughfares including US 90A, Beltway 8 (Sam Houston Tollway), Fort Bend Toll Road, and State Highway 6. Most of the city is located in Fort Bend County, with a small portion in Harris County. Missouri City is a short drive from both major Houston airports and less than 60 miles from Galveston.

Since being incorporated in 1956, Missouri City has seen tremendous economic growth. Major employers include Niagara Bottling Company, Warren Alloy Valve & Fitting Company, Southwest Electronic Energy, LT Foods USA, Flair Flexible Packaging, Ben E. Keith Food, and Twin Star Bakery.

Currently, Missouri City is experiencing significant growth and industrial/warehouse development along US 90A and Beltway 8. The City’s newest industrial park, Lakeview Business Park, is a 168-acre business park that is projected to include over 20 buildings when the park is fully built out. A new Amazon fulfillment center is anticipated to launch this year, creating over 500 new full-time jobs with leading pay and comprehensive benefits.

Missouri City is recognized nationally as one of the Safest Cities in America by Congressional Quarterly and one of the Best Places to Live in America by CNN/Money magazine. In addition, a 2012 Rice University report indicated that Missouri City surpassed Houston as the region’s most diverse city.

Respected nationwide for its high-quality development requirements, Missouri City is designated a “Scenic” City by Scenic Texas. This is a program that honors cities excelling in fostering a sense of pride in their communities by utilizing strict ordinances and regulations. The Missouri City area’s recent upscale, master-planned residential developments included Lake Olympia, south of Quail Valley, and portions of Riverstone, south of State Highway 6.

Residents of Missouri City enjoy a high quality of life that combines the advantages of a major/metropolitan area with the comfortable atmosphere of a smaller community. The City has 20 parks totaling 393 acres and a state-of-the-art Recreation and Tennis Center that houses a cardio and weight room, gymnasium, batting cages, multi-purpose rooms, locker rooms, and tennis courts. The City also owns and manages two (2) 18-hole golf courses. One of which is an award-winning 36-hole golf course and meeting facility. Furthermore, Missouri City is proud of its one-of-a-kind recreational opportunity in Texas - the Edible Arbor Trail. One can enjoy its 2 ½ miles of walking/biking trails while enjoying the fruits and nuts from the trees and bushes. Missouri City is served by two public school districts: Fort Bend ISD and Houston ISD. There are also seven private schools available within the City. There are eight community colleges within 50 miles of Missouri City, with the closest being the newly constructed Houston Community College campus next door to Missouri City Hall. Additionally, Houston is home to numerous colleges and universities including the University of Houston, Rice University, Texas Southern University, Houston Baptist University, and the University of St. Thomas.

With easy access to Texas Medical Center and other Houston facilities, Fort Bend County is home to some of the most progressive health care networks in the region. Nearby hospitals include: Houston Methodist Sugar Land Hospital, St. Luke’s Sugar Land Hospital, Texas Children’s Health Center, Memorial Hermann Southwest, and Memorial Hermann Sugar Land. Missouri City is also located a short drive from the world-renowned Texas Medical Center.



MISSOURI CITY AT A GLANCE

Population: 74,557

Households: 24,649

Land Area: 30 square miles

Median Home Value: \$220,692

Median Household Income: \$87,915

Property Tax Rate: \$0.60 per \$100 of assessed value.

Demographics: (Source: U.S. Census Bureau 5-year Annual Community Survey Results)

White 21.8%

Black or African American 41.6%

Hispanic or Latino 16.6%

Asian 17.8%

American Indian or Alaska native 0%

Native Hawaiian or other Pacific Islander 0%

Two or more races 1.6%

Some other race 0.5%

Educational Level:

Approximately 91.5% of Missouri City residents over 25 have attained a high school diploma or more while 43.7% have a bachelor's degree.

Median Age: 39.6

(Approximately 25% of the Missouri City population falls into each of the following age categories: 0-19, 20-39, and 40-59.)

CITY'S CORE VALUES

The City's vision is "To be known and recognized as a superior municipal organization". Its mission is "To deliver superior customer service to all members of our diverse community." In addition, the City has adopted a Code of Ideals that outlines the organization's commitment to providing an enhanced level of service, professionalism, innovation, respect, transparency, integrity and teamwork.



THE ORGANIZATION

The Mayor and City Council are responsible for policy functions under the City's Home Rule Charter adopted in 1974. Due to the passing of Charter Proposition E at the May 1, 2021 Special Charter Election, the Mayor and two Council Members are elected at large every three years in even-numbered years. The four Council Members elected by district are elected every three years in odd-numbered years. The Mayor is entitled to vote on all issues before the Council and has no veto authority. At the next General Election, in November 2022, the Mayor and two Council Members at large will be elected.

Missouri City operations under the Council-Manager form of government. Under the provisions of the Charter, the City Council appoints the City Manager, City Secretary and City Attorney. The City Manager is responsible for all day to day operations and oversight of the City's departments and staff. As a result of the May 1, 2021 Special Charter Election, Charter Proposition C passed by the residents which clarified that the City Manager must obtain the City Council's advice and consent to appoint, suspend or remove all or any one of the City's department directors.

The City has a \$131 million all funds total budget and is a full-service city with 380 full-time employees including police, fire, public works, economic development, finance, human resources, innovation and technology, parks and recreation, development services. The City has numerous municipal utility districts (MUDs) that it closely works with to provide water and sewer utilities inside the city boundaries and in the city's extraterritorial jurisdiction.

OPPORTUNITIES AND CHALLENGES

The next City Manager will be involved in the following opportunities:

- **Economic Growth/Development and Community Revitalization/Redevelopment**
City Council has approved key strategic policies to promote the City's growth and development. The City has taken aggressive steps towards attracting new businesses. The Texas Parkway/Cartwright Corridor Development Advisory Committee and the Small Business Advisory Committee have been formed, a new Economic Development Director will be appointed soon, and improvement plans have been developed to encourage business expansion opportunities along the Texas Parkway/Cartwright Corridor. The new City Manager will work with businesses, developers, and community stakeholders to discuss community revitalization plans. Also, informing and educating the community on possible developments such as multi-family and mixed-use developments and their positive impact to the City's tax base will be needed. In addition, the City Manager would have oversight of the two (2) city-owned and managed golf courses.
- **MUDs** - The City has more than the average number of MUDs for a municipality - 33. The City Manager will be expected to continue to manage relationships with the various MUDs and work with the Mayor and City Council in evaluating whether consolidation of the MUDs would be more efficient to better serve the community.
- **Civil Service System** - The citizens of Missouri City overwhelmingly voted for Proposition A which approves the adoption of the firefighters' and police officers' civil service law. The City has implemented the Civil Service System and the City Manager will be responsible for ensuring that the Civil Service System is carried out as required by state law.
- **Relationship Building Among Community Stakeholders** - The City of Missouri City values their relationship with the community, HOAs, MUDs, school district and county officials. The City Manager will be expected to connect with community stakeholders and partners. Visibility in the community to establish good community relationships and trust with these local leaders and stakeholders would be expected.

Learn More About
Missouri City, Texas:
2021 State of the City
Presentation





CANDIDATES QUALIFICATIONS CRITERIA

The successful candidate must have a bachelor's degree from an accredited college or university, with the major field of study in public administration, business administration, or related field. A master's degree in public or business administration is highly valued. Candidates must have seven (7) to ten (10) years of progressively responsible leadership in a local government organization. Ideally, candidates will have at least five (5) years of high level executive experience in leading an organization of a similar size and complexity to the Missouri City organization, as well as a member of ICMA for at least 5 years. A credentialed City Manager is not required but desired.

Ideal candidates will be a "go getter" with experience in oversight of municipal operations and economic development. The ability to understand the City's culture and history is very important, along with the ability to carefully guide well planned change in an open and transparent manner.

Candidates must be responsive, trustworthy, and support the Mayor and Council as they practice proactive, collaborative leadership with the City's community partners and with other units of government, regularly communicating on current and future issues.

Candidates must have the ability to develop an effective, collaborative, and transparent working relationship with the Mayor, City Council, and City staff. The City Manager must communicate and share information with the Mayor and Council in an equitable and timely manner.

Candidates must be curious about new ideas and best practices in local government and be willing to bring those suggestions forward with a "can-do" attitude. The City Manager will be an independent thinker who focuses on day to day operations while not being political or involved in the politics.

Candidates must possess demonstrated leadership and management skills with the ability to establish strong working relationships with staff at all levels of the organization. Candidates must be approachable and accessible to the staff, taking a genuine interest in the municipal services they deliver and in the professional development of the staff.

Candidates must have experience in succession planning and in attracting talent for key leadership positions. Candidates must be skilled in recognizing internal talent ready for promotion and know when to conduct external searches where necessary. The City Manager is expected to have the ability to objectively analyze the organization, coupled with not being afraid to ask questions and make changes that align with the City's progress, direction, and vision.

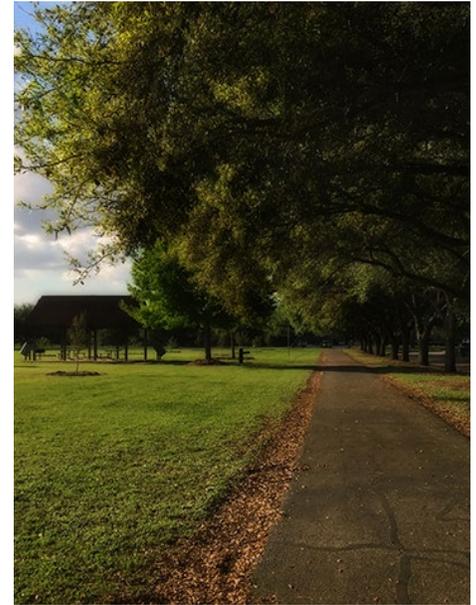
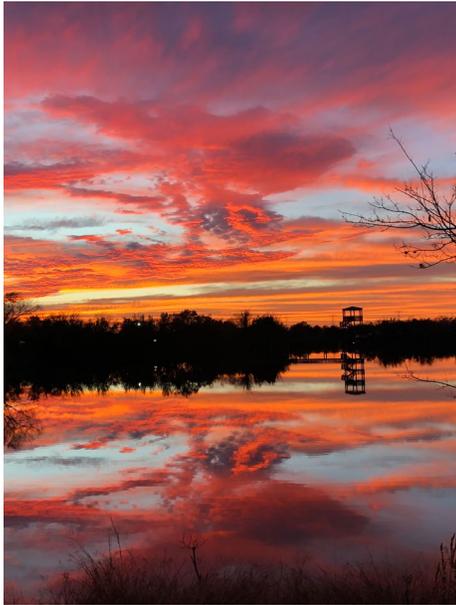
Candidates must be comfortable collaborating with a highly educated and engaged community that expects outstanding customer service and responsiveness from the City. Additionally, candidates must be comfortable with and seek out community interaction and engagement, participating in community events and being accessible to the residents and businesses in Missouri City.

Candidates will ideally have experience working in a diverse community and leading a diverse workforce. Candidates must value and fully embrace equity and inclusion; subsequently, incorporating these values whenever possible as organizational policies and community issues are considered.

Candidates must embrace technology and understand how to utilize it to further communicate with the community. The promotion of innovation and efficiency should continue in Missouri City's local government services. Candidates will ideally be able to organize government staffing and operations in creative ways to meet the challenges of a growing population with higher density, more traffic, and more students in the schools.

Candidates should be a visionary with strong strategic planning skills with the ability to organize, plan and implement multi-faceted projects that include numerous municipal partners as well as state and regional organizations.

Candidates must have strong written and oral communication skills. One should have the ability to tailor communications and presentations to effectively connect with a variety of audiences.



CANDIDATE CHARACTERISTICS AND TRAITS

- The City Manager should be a servant leader with a reputation for personal and professional integrity and trustworthiness. The candidate will lead the organization by example and conduct all personal and professional interactions honestly, fairly and ethically.
- Candidates should have a calm, professional demeanor with the ability to exhibit grace under pressure and an unflappable style in dealing with conflict. Candidates should possess the ability to balance competing interests with an intelligent, active and often persistent citizenry.
- Candidates should be politically savvy, but not political. Maturity, self-confidence, and strength of professional convictions to provide administrative insights and counsel to the City Council and staff are must haves. They must be able to firmly and diplomatically present professional views and carry out administrative decisions in a timely, professional and impartial manner.
- Candidates should be a transformational leader that inspires and motivates the leadership team. Also, the candidate will be able to create an environment dedicated to teamwork and empowerment by seeking input from key staff. The candidate would set the course for the leadership team to follow, with clear expectations, and allowing senior staff to manage and produce results while establishing accountability and transparency.
- Candidates should be a strategic thinker that steers where the City can go - consistently moving the City forward. A willingness and desire to listen to new ideas and be innovative and creative when addressing those ideas is essential.
- Candidates must have well-developed customer service and leadership skills, while reinforcing responsiveness and transparency throughout the organization.

COMPENSATION AND BENEFITS

Residency in Missouri City is required within six (6) months of appointment. The salary range for the position is \$200,000 - \$250,000 annually DOQ. Missouri City offers a comprehensive benefits package.

HOW TO APPLY

Candidates should apply online by Friday, June 3, 2022 with resume, cover letter and contact information for five (5) work-related references to www.GovHRJobs.com to the attention of Sarah McKee, Senior Vice President, GovHR USA. Tel: 847-380-3240, ext. 120 Only electronic submissions will be accepted.

Missouri City, Texas is an Equal Opportunity Employer, and prohibits discrimination and harassment in all employment practices on the basis of race, color, religion, sex (including pregnancy, gender identity or expression, and sexual orientation), national origin, marital status, disability, genetic information, age, military status, or any other characteristic protected by law or regulation.



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