

Coggins, Stephanie

From: Williams, Edward <Edward.Williams@bakertilly.com>
Sent: Tuesday, February 27, 2024 5:10 PM
To: Stanley, Cole; Craft, Josh; Tipps, Don; Scherlen, Tom; Simpson, Les
Cc: Coggins, Stephanie; Edwards, Karen; Thompson, Carrie
Subject: Amarillo City Manager Update

You don't often get email from edward.williams@bakertilly.com. [Learn why this is important](#)

Attention: This email was sent from someone outside of City of Amarillo. Always use caution when opening attachments or clicking links from unknown senders or when receiving unexpected emails.

Mayor Stanley,
Councilmember Craft,
Councilmember Tipps,
Councilmember Scherlen,
Councilmember Simpson,
City Secretary Coggins,

Dear Mayor, Councilmembers, & City Secretary:

This email, and any attachments, may constitute a public record of the City of Amarillo, and may be subject to public disclosure under the Texas Public Information Act.

Please do not "reply all" to this e-mail.

I am pleased to notify you that we launched the Amarillo City Manager Executive Recruitment earlier today, which is a couple of days earlier than scheduled. Over the next couple of days, we will announce the opportunity on multiple locations, including a LinkedIn posting. We will also provide you with weekly updates on the progress of this exciting recruitment. Click the link below or copy and paste the link in your preferred browser to see the announcement.

<https://www.governmentjobs.com/careers/bakertilly/jobs/4407669/city-manager-amarillo-texas>

Ms. Coggins, please consider sharing this announcement with your Human Resources Department and encourage them to share this announcement on your <https://careers.amarillo.gov/> page with an invitation to apply on the [Baker Tilly Public Sector Executive Recruitment Page](#).

Best wishes,

Edward

Edward G Williams
Director



Baker Tilly US, LLP
T: +1 (214) 842 6478 | M: +1 (214) 608 6363
17 Cowboys Way, Suite 800, Frisco, TX, 75034
edward.williams@bakertilly.com | bakertilly.com



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Coggins, Stephanie

Subject: Amarillo City Manager Profile Development - Councilmember Tipps

Start: Mon 6/3/2024 5:00 PM

End: Mon 6/3/2024 5:00 PM

Recurrence: (none)

Organizer: Williams, Edward

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Councilmember Tipps,

I am looking forward to our conversation tomorrow, via Microsoft Teams. Below is the link to our meeting.

[Click here to join our City Manager Profile Development Meeting](#)

Meeting ID: 210 850 476 497

Passcode: mog4Bm

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 312-248-4474](tel:+13122484474), [668411690#](tel:+1668411690) United States, Chicago

Phone Conference ID: 668 411 690#

[Find a local number](#) | [Reset PIN](#)



[Learn More](#) | [Meeting options](#)

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2

2

1

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From: Williams, Edward <Edward.Williams@bakertilly.com>
Sent: Friday, March 1, 2024 4:37 PM
To: Stanley, Cole; Craft, Josh; Tipps, Don; Scherlen, Tom; Simpson, Les
Subject: This Weeks City Manager Search Update
Attachments: 3.1.24 Amarillo, TX City Manager Project Status Report .pdf

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Mayor, Councilmembers

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PROJECT STATUS REPORT

CITY OF AMARILLO, TX - CITY MANAGER

UPDATE: MARCH 1, 2024

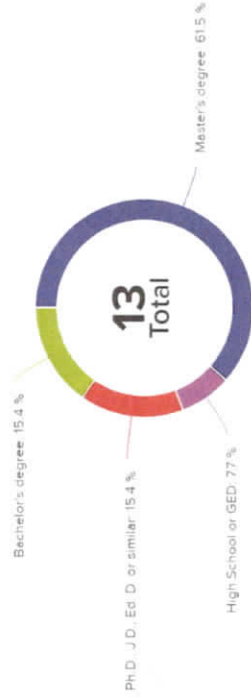
TIMELINE

- Search Launched February 27
- First Review of Applications April 1
- Leadership Assessment Due (6 completed) February 11

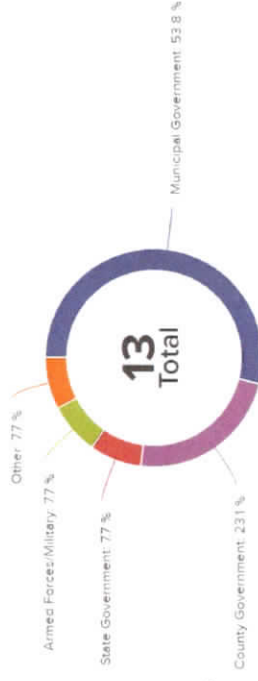
APPLICANT BREAKDOWN

Current number of applicants 13

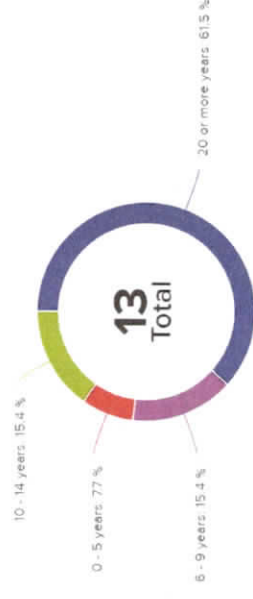
Education



Sector



Years of Experience



RECRUITMENT OUTREACH

Position announcements placed on the following sites:

- [International City/County Managers Association](#)
- [ICMA National Association of County Administrators](#)
- [Careers in Government](#)
- [Town and City Manager Jobs](#)
- [League of Women in Government](#)
- [Local Government Hispanic Network](#)
- [Executive Women in Texas Government](#)
- [Texas Municipal League](#)
- [Greener Grass](#)
- [Engaging Local Government Leaders \(ELGL\)](#)
- [Handshake](#)

February 29 – direct mailing to 9,705 recipients

Coggins, Stephanie

From: Williams, Edward <Edward.Williams@bakertilly.com>
Sent: Friday, March 8, 2024 2:11 PM
To: Stanley, Cole; Craft, Josh; Tipps, Don; Scherlen, Tom; Simpson, Les
Subject: City Manager Search Weekly Update
Attachments: 3.8.24 Amarillo, TX City Manager Project Status Report .pdf

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PROJECT STATUS REPORT

CITY OF AMARILLO, TX - CITY MANAGER

UPDATE: MARCH 8, 2024

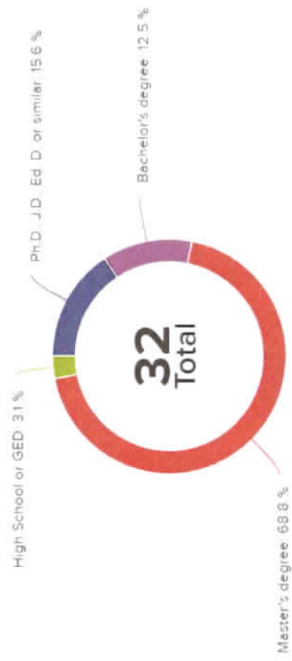
TIMELINE

- Search Launched February 27
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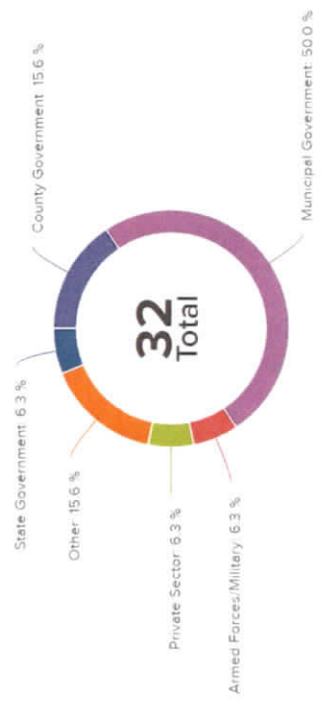
APPLICANT BREAKDOWN

Current number of applicants 32

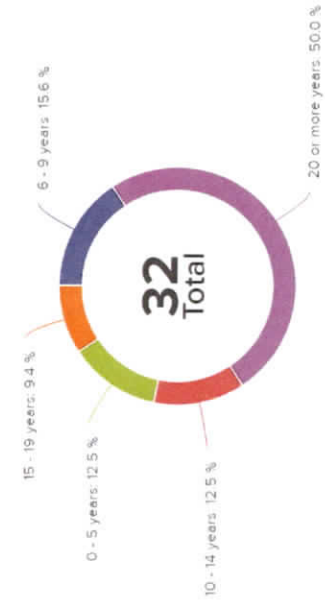
Education



Sector



Years of Experience



RECRUITMENT OUTREACH

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- [ICMA National Association of County Administrators](#)
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- [Greener Grass](#)
- [Engaging Local Government Leaders \(ELGL\)](#)
- [Handshake](#)

February 29 – direct mailing to 9,705 recipients; March 7 – direct mailing to 5,914 recipients

Coggins, Stephanie

From: Williams, Edward <Edward.Williams@bakertilly.com>
Sent: Friday, March 22, 2024 3:37 PM
To: Stanley, Cole; Craft, Josh; Tipps, Don; Scherlen, Tom; Simpson, Les
Subject: City Manager Weekly Search Update
Attachments: 3.22.24 Amarillo, TX City Manager Project Status Report.pdf

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Happy Friday, Mayor, and Councilmembers:

Attached please find this week's city manager search update. Reminder: application review begins on Monday, April 1, 2024.

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Edward

Edward G Williams, Ph. D.
Director



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PROJECT STATUS REPORT

CITY OF AMARILLO, TX - CITY MANAGER

UPDATE: MARCH 22, 2024

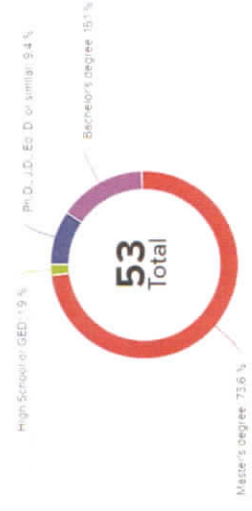
TIMELINE

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- First Review of Applications April 1
- Leadership Assessment Due (5 completed) February 11

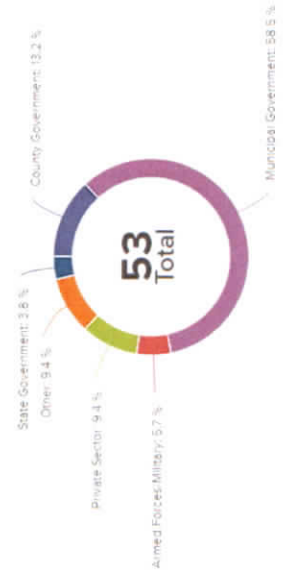
APPLICANT BREAKDOWN

Current number of applicants 53

Education



Sector



Years of Experience



RECRUITMENT OUTREACH

Position announcements placed on the following sites:

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- [ICMA National Association of County Administrators](#)
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February 29 – direct mailing to 9,705 recipients; March 7 – direct mailing to 5,914 recipients; March 14 – direct mailing to 8,568 recipients; March 21 - direct mailing to 5,884 recipients

Coggins, Stephanie

From: Williams, Edward <Edward.Williams@bakertilly.com>
Sent: Monday, April 1, 2024 3:43 PM
To: Coggins, Stephanie
Cc: Simpson, Les; Tipps, Don; Edwards, Karen
Subject: RE: This Weeks City Manager Search Update

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Attention: This email was sent from someone outside of City of Amarillo. Always use caution when opening attachments or clicking links from unknown senders or when receiving unexpected emails.

Happy Monday, Stephanie!

We intend to send the Semifinal report to Council on Thursday, April 11, 2024. Ideally, the Council will have a couple of days to review the semifinalists' profiles, and materials, materials, and select their top five before our meeting, which you may schedule for Tuesday, April 16th, Wednesday, April 17th, or Thursday, April 18th. During this meeting, virtual meeting, a work session or executive session, the council can reconcile any differences or discrepancies between that may exist between the individuals selected as finalist. In most instances, a group may identify top 3, or individuals the majority identify as a finalist. To be clear, this is not the selection of a final candidate. This is solely the selection of the top four individuals the group would like to further consider and possibly invite to an in-person interview. It is therefore a good idea to begin scheduling a finalist selection meeting on April 16, 17th, or 18th.

During the session we will also discuss the in-person interviews, and other details associated with the final process.

Edward

Edward G Williams, Ph.D.
Director



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From: Coggins, Stephanie <Stephanie.Coggins@amarillo.gov>
Sent: Monday, April 1, 2024 2:54 PM
To: Williams, Edward <Edward.Williams@bakertilly.com>
Cc: Simpson, Les <Les.Simpson@amarillo.gov>; Tipps, Don <Don.Tipps@amarillo.gov>; Edwards, Karen <Karen.Edwards@bakertilly.com>
Subject: RE: This Weeks City Manager Search Update

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Edward,

Thank you for this update. Will you be visiting Amarillo or want to meet virtually with Council to review the semifinal report with them? If so, I can help check their schedules to coordinate a meeting date that works for everyone. Please advise.

Sincerely,

Stephanie Coggins, TRMC
City Secretary
City of Amarillo
(806) 378-3014

From: Williams, Edward <Edward.Williams@bakertilly.com>
Sent: Friday, March 29, 2024 3:50 PM
To: Stanley, Cole <Cole.Stanley@amarillo.gov>; Craft, Josh <Josh.Craft@amarillo.gov>; Tipps, Don <Don.Tipps@amarillo.gov>; Scherlen, Tom <Tom.Scherlen@amarillo.gov>; Simpson, Les <Les.Simpson@amarillo.gov>
Cc: Coggins, Stephanie <Stephanie.Coggins@amarillo.gov>; Edwards, Karen <Karen.Edwards@bakertilly.com>
Subject: This Weeks City Manager Search Update

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Attached please find this week's city manager search update.

This is the final weekly update you will receive. As you know, the posted first review date is **Monday, April 1, 2024.**

On **Tuesday, April 2, 2024,** we will assign a Due Diligence (DD), Candidate Written Questionnaire (CQ) and one-way HireVue video interview questions (HV) to select candidates who meets the established minimum criteria for this search.

Candidates will return the completed CQ, DD and HV no later than Monday, April 8, 2024. We will again, review and classify all responses then send you a semifinal report on **Thursday, April 11, 2024.** The semifinal report will include the resume, cover letter, completed CQ, completed DD and a link to access responses to the HV. We will also provide you with a link to a survey you will use to separately, and independently, in no order of preference, select your top four (4) and one (1) alternate no later than **Thursday, April 18, 2024.**

I will provide additional updates as our process evolves and as necessary. In the meantime, feel free to contact me if you have any questions.

Best wishes,

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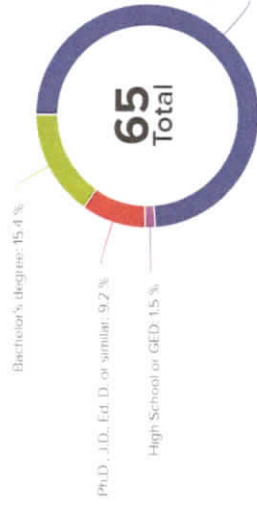
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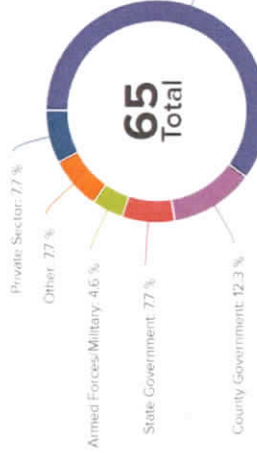
APPLICANT BREAKDOWN

Current number of applicants 65

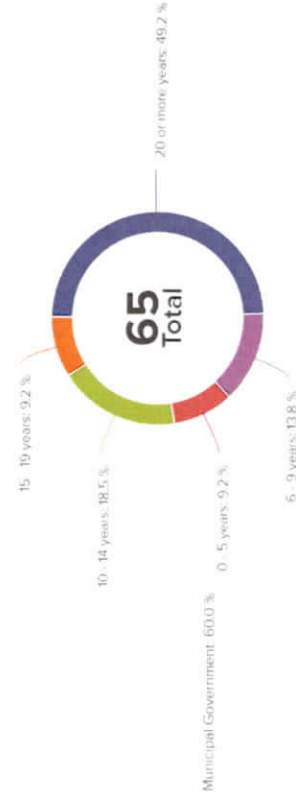
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Years of Experience



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PROJECT STATUS REPORT

CITY OF AMARILLO, TX - CITY MANAGER

UPDATE: MARCH 15, 2024

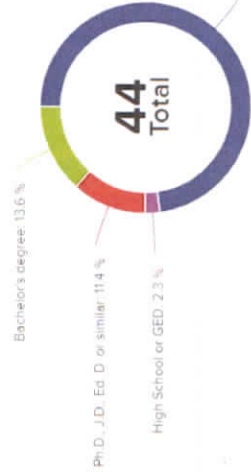
TIMELINE

- Search Launched February 27
- First Review of Applications April 1
- Leadership Assessment Due (6 completed) February 11

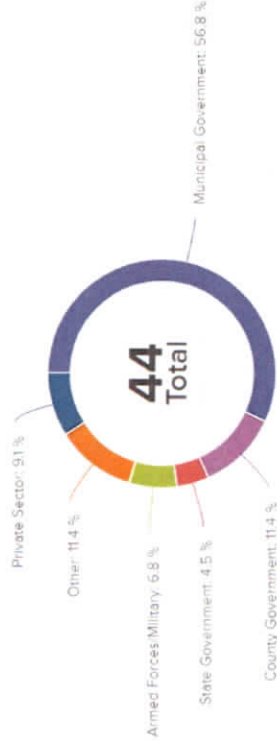
APPLICANT BREAKDOWN

Current number of applicants 44

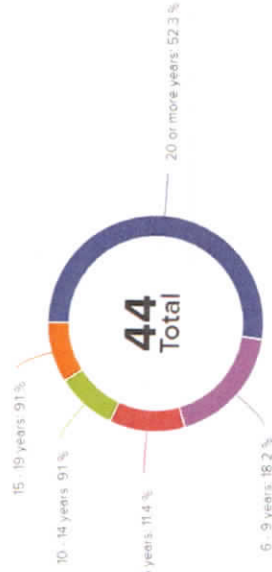
Education



Sector



Years of Experience



RECRUITMENT OUTREACH

Position announcements placed on the following sites:

- [International City/County Managers Association](#)
- [ICMA National Association of County Administrators](#)
- [Careers in Government](#)
- [Town and City Manager Jobs](#)
- [League of Women in Government](#)
- [Local Government Hispanic Network](#)
- [Executive Women in Texas Government](#)
- [Texas Municipal League](#)
- [Greener Grass](#)
- [Engaging Local Government Leaders \(ELGL\)](#)
- [Handshake](#)

February 29 – direct mailing to 9,705 recipients; March 7 – direct mailing to 5,914 recipients; March 14 – direct mailing to 8,568 recipients

Coggins, Stephanie

From: Williams, Edward <Edward.Williams@bakertilly.com>
Sent: Friday, February 16, 2024 5:17 PM
To: Stanley, Cole; Craft, Josh; Tipps, Don; Scherlen, Tom; Simpson, Les
Cc: Coggins, Stephanie; Edwards, Karen
Subject: City Manager Recruitment Update
Attachments: Amarillo, TX City Manager EXS Timeline FEB,MAR, APR_2024.pdf; Amarillo City Manager Narrative - Draft V 2.0_egw.docx

You don't often get email from edward.williams@bakertilly.com. [Learn why this is important](#)

Attention: This email was sent from someone outside of City of Amarillo. Always use caution when opening attachments or clicking links from unknown senders or when receiving unexpected emails.

Mayor Stanley,
Councilmember Craft,
Councilmember Tipps,
Councilmember Scherlen,
Councilmember Simpson,

Dear Mayor and Councilmembers,

This email, and any attachments, may constitute a public record of the City of Amarillo, and may be subject to public disclosure under the Texas Public Information Act.

Please do not "reply all" to this e-mail as doing so could lead to violations of the Texas Open Meetings Act.

Please reply only to the sender.

Thank you for your contribution to the attached draft narrative. Please review and let me know if you have any suggested changes, edits, or revisions. The objective is to secure your input to finalize the recruitment brochure and related marketing, recruiting and outreach materials then launch the search as outlined in the attached timeline.

Please let me know if you have any questions or concerns.

Best wishes,

Edward

Edward G Williams
Director



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CITY OF AMARILLO, TEXAS
City Manager
Public Sector Executive Recruitment Timeline

Updated: February 16, 2024

TASK	DELIVERABLES	TARGET DATE
Search Agreement	Baker Tilly (BT) presents service agreement, secures a fully executed agreement, or purchase order, schedules kickoff/profile development with appointing authorities or designee.	<i>January 25, 2024</i>
Project Kickoff/ Profile Development	Lead consultant meets with Appointing Authority or designee to develop candidate profile, project scope, and search timeline.	<i>February 1-16, 2024</i>
Community Survey	Amarillo City Council invites constituents to complete survey and publishes link on website, share link on social media.	<i>February 1, 2024</i>
Community Survey Close (optional)	Survey closes. Use input to develop the desired candidate profile	<i>February 29, 2024</i>
Develop & Approval of Recruitment Materials	Schedule meetings with individual stakeholders, develop profile, draft marketing, recruiting and outreach materials, secures client approval prior to launch.	<i>March 1 -15, 2024</i>
BT Launches Search	BT launches a national marketing, recruitment and outreach campaign posting announcement on target sites and outlets, direct mail, and outreach for 30 days	<i>March 18, 2024</i>
Application Review Begins	BT reviews and classifies all applications. Job Announcement remains posted, BT continues to accept applications, until client selects a finalist.	<i>April 15, 2024</i>
Written Questionnaire, Due Diligence, Hire Vue	Lead consultant develops and assigns Due Diligence (DD) and Candidate Questionnaire (CQ) to select applicants.	<i>April 16, 2024</i>
	Select applicants return DD and CQ	<i>April 22, 2024</i>
Semifinal Report	Baker Tilly emails Semifinal Report to client.	<i>April 25, 2024</i>
Background, References, media check and assessment	BT completes finalists' reference, leadership assessment, background, and academic verification checks - (10-15 business days)	<i>May 8, 2024</i>
Finalist Report	BT sends Final Report to the client	<i>May 9, 2024</i>
On Site Interviews	The Appointing Authority conducts on-site interviews with finalists and selects the top candidate.	<i>May 14, 2024, or May 15, 2024</i>
Client extends offer – finalist accepts*	- Client extends employment offer to a finalist.	<i>May 17, 2024</i>
	- Finalist accepts offer - Contract negotiations - New City Manager begins	<i>May 24, 2024</i> <i>June 10, 2024, or June 24, 2024*</i>
<i>Baker Tilly consultant is available to assist if requested.</i>		

Note: The above dates and tentative and pending discussion, agreement and approval from the city council or appointing authority.

* Start date may be contingent on the finalist's current employment status and availability. Two weeks' notice is reasonable. However, an individual selected may require a 30-day notice of intent to separate from service due to contractual obligations.

+ Appointing Authorities= City Council, City Manager, City Manager Designee, Commissioners, Boards, Department Director, or decision maker.

Amarillo, Texas



City Manager

Career Opportunity

WHO WE ARE

Amarillo (est. pop. 200,393), the 14th most populous city in the Lone Star State, is a vibrant city nestled in

the heart of the Texas Panhandle. Steeped in history and charm, Amarillo's U.S. Route 66--Sixth Street Historic District boasts a blend of art deco and Spanish Revival architecture, creating a captivating backdrop for dining and antique shopping. For those captivated by the equestrian spirit, the American Quarter Horse Hall of Fame & Museum stands as a testament to the celebrated horse breed.

Serving as a gateway to the expansive Palo Duro Canyon State Park, where trails wind through stunning landscapes, Amarillo is a haven for nature enthusiasts. The iconic Cadillac Ranch, an installation of graffiti-adorned cars partially submerged in a vast field, adds a touch of whimsy to the city's landscape. The city boasts a thriving arts scene, anchored by esteemed professional organizations such as the renowned Amarillo Symphony, the graceful performances of the Lone Star Ballet, and the captivating productions of the Amarillo Opera.

Dubbed "The Yellow Rose of Texas," the city embodies resilience and vitality. Its diverse economy encompasses industries ranging from ranching and farming to education, banking, oil, and gas, as well as medical and tourism to aerospace manufacturing, earning it the title of "Rotor City, USA" with its V-22 Osprey assembly plant. Additionally, Pantex, the nation's sole nuclear weapons assembly and disassembly facility, stands as a cornerstone of employment and innovation.

Education in Amarillo is characterized by a steadfast commitment to excellence and innovation. With a diverse range of public, private, and charter schools, as well as esteemed institutions of higher learning, including Amarillo College and West Texas A&M University, the city provides a comprehensive educational system catering to the needs of students at every level. Whether pursuing traditional academics or specialized fields of study, students in Amarillo are nurtured in an environment that fosters intellectual curiosity, critical thinking, and lifelong learning.

Amarillo's rich tapestry of history, culture, and industry makes it a community brimming with allure and promise.

GOVERNMENT

Amarillo, Texas, operates under a Council-Manager form of government. At the helm is the Amarillo City Council, consisting of the mayor and four council members elected at large. The mayor, serving as the presiding officer, and the council members are elected for staggered terms, ensuring continuity in governance. Together, they set policies, enact ordinances, approve the budget, and oversee the city's operations. Collaborating with the council is the City Manager, who serves as the chief executive officer responsible for implementing policies and managing day-to-day operations across various city

departments, such as public safety, public works, and parks and recreation. Amarillo's government prioritizes transparency, community engagement, and strategic planning to address the diverse needs and interests of its residents while promoting growth and prosperity in the city.

The City of Amarillo has an AAA rating on its General Obligation bonds, an AA+ rating on its Water and Sewer revenue bonds and Drainage revenue bonds, and an A+ on its Hotel Occupancy Tax bonds, all of which are issued from Standard and Poor's. For Fiscal Year 2023-2024, the City Council approved a \$531.0 million budget that includes \$336.4 million for operation and maintenance functions, \$135.5 million for Capital Improvements, and \$59.2 million for required debt service payments, to sustain a workforce comprising 2,326 Full Time Equivalent positions and 355 Part-Time positions.

Guiding Principles (breakout box)

- Create a variety of walkable destinations throughout the city while ensuring convenient local and cross-town connectivity for cars, bikes, and transit.
- Provide a range of housing opportunities with nearby employment and services to support all income levels and age groups.
- Celebrate cultural and historic assets along key corridors and in specific neighborhoods and districts.
- Encourage a diversity of low- to medium-scale places throughout the city.
- Increase overall quality of life for all residents by promoting safe, clean, and protected neighborhoods with well-maintained parks, goods, and services nearby.
- Prioritize reinvestment in existing infrastructure, neighborhoods, districts, and recreational amenities.

[Click here to view the City of Amarillo's organizational chart.](#)

[Click here for more details about the City of Amarillo.](#)

THE CITY MANAGER

The City Manager directs and coordinates the administration of city government in accordance with policies established and approved by the Mayor and City Council by performing duties personally and through department directors. With a \$2,157,651 (FY2023-24) budget and the support of 6-8 direct reports, the city manager:

- Appoints department directors and staff according to state laws or local ordinances; oversees divisions handling tax collection, law enforcement, public health, public works, and procurement.

Additionally, the city manager prepares and submits annual budgets for approval, plans for future development, and recommends zoning regulations for residential and commercial properties.

- Performs supervisory duties in line with City Charter, policies, and laws, including hiring, performance management, and conflict resolution. Additionally, adept at synthesizing complex information, researching data, and designing workflows.
- Identifies and resolves problems efficiently, develops alternative solutions, collaborates effectively in group problem-solving, manages customer situations adeptly, solicits feedback, meets commitments, focuses on conflict resolution, maintains confidentiality, listens actively, controls emotions, remains open to innovative ideas.
- Effectively communicates verbally and in writing, adapting style as needed, actively listens, participates in meetings, and presents persuasively. Balances team and individual duties, welcomes feedback, fosters morale, and supports group goals. Demonstrates passion, inspires trust, and mobilizes others toward the vision. Develops and communicates implementation plans, builds commitment, monitors progress, and evaluates outcomes.

OPPORTUNITIES FOR THE NEW CITY MANAGER

The new city manager will have an opportunity to lead of Texas's most dynamic cities and make a lasting impact on a vibrant community. As such the city manager will lead...

- ✓ **Strategic Planning:** Lead the development of a comprehensive strategic plan that outlines the City's mission, vision, values, goals, and objectives for the future, while engaging with the City Council, internal and external stakeholders to identify key priorities and strategies for achieving them.
- ✓ **Collaboration with Elected Officials:** Develop, maintain, and continuously seek improve a strong relationship with the City Council and other elected officials and develops policies, programs or initiatives that reflect the vision, needs and values of the community.

- ✓ **High Performing Team**: Build a high performing team, frame, and champion the organization's culture, while inspiring and empowering employees at all levels within the organization to serve with excellence, dedication, innovation, and integrity.
- ✓ **Transparent and Accountable Governance**: Maintain transparency and accountability in City operations by providing regular updates to the City Council and community, while adhering to ethical standards and best practices.
- ✓ **Team Building and Development**: Establish an employee development, and forward-looking workforce development plan that supports the City Councils vision of professional development, recruitment, promotion, and retention of city staff by building a culture of excellence and innovation, while fostering a collaborative workforce where all employees feel empowered, engaged, and willing to contribute their ideas and expertise.
- ✓ **Infrastructure and Economic Development**: Collaborate with the City Council to identify, prioritize, implement, and report on infrastructure projects and economic development initiatives that promote growth and enhance the quality of life for residents.
- ✓ **Budget Management**: Proactively prepares, and manages the City's annual budget process, while ensuring the effective and efficient allocation of resources to meet the needs of the community. Explore opportunities for cost-saving measures and revenue generation and presents a budget that not only adheres to sound financial practices but also effectively translates the Council's vision into concrete action, driving the city towards a prosperous and fulfilling future.

DESIRED CAPABILITIES

The Amarillo City Council desires to engage an accomplished municipal management professional who is a strategic leader, effective manager and outstanding communicator who will collaborate with the City Council and a team of resolute public service professionals, to manage the operations of the City effectively, efficiently, and responsively as the city manager. This individual will offer exceptional customer service and public service focus, admirable people skills, and a profound understanding of high performing teams, and organizations. This servant-leader is also a skilled manager, an astute leader who can solve complex problems or challenges and is a collaborative change agent. The Council expects the city manager to bring passion for service delivery excellence, a focused, and visible "Can-do" attitude and a commitment to the traditions, values, and vision of the community.

The new city manager will present a verifiable record of accomplishments in service, effectiveness, efficiencies, and people development. This individual is also a resilient, self-aware professional who welcomes and values divergent perspectives and continuously models and fosters a work culture that

engages and encourages people to do and be their best. Equally as important, the new city manager has unquestionable integrity, honesty, and a reputation as a collaborator.

This proficient manager is a servant leader has highly competent and comfortable managing modern and complex principles and best practices of public administration that includes current social, political, and economic trends and operating problems of a municipal government. Furthermore, the next city manager should have strengths in finance and budget, have strengths to allocate resources in a cost-effective manner, and gain cooperation in a team setting through discussion and persuasion.

The City Council expects for the new city manager to respect the community and organizational traditions, be committed to, and enjoy being a part of and collaborating with an engaged community and demonstrate a commitment to leading the organization forward in a positive direction. The city manager should also be willing and able to identify and respond to public and City Council issues and concerns, maintain effective working relationships with the City Council, government officials, public agencies, and the public to evaluate and continuously improve city operations and procedures.

EDUCATION AND EXPERIENCE

A bachelor's degree from an accredited college or university with major course work in public administration, business administration, economics, or a related field, and ten years of progressively responsible professional experience in municipal government that includes at least five years as a department head, assistant city manager or city manager. A master's degree and professional credentials desired but not required.

COMPENSATION AND BENEFITS

The City of Amarillo offers a market competitive total rewards package that includes a base salary in the \$285,000 – \$305,000, vehicle allowance and mobile device reimbursement, and a comprehensive benefit package that includes Medical insurance Exclusive Provider Organization, Dental, Vision, Basic Life Insurance, ADD, Long Term Disability, enrollment in the [Texas Municipal Retirement System](#), 457b Deferred Compensation, and paid time off. Other benefits include Professional dues for professional associations and membership. Relocation assistance may be available.

APPLICATION PROCESS

This announcement will remain posted until filled. First review of applications begins April 15, 2024.

<https://www.governmentjobs.com/careers/bakertilly/>

Following the first review date, Baker Tilly will begin the classification of all applications based on the city's

established criteria as published in the recruitment brochure. The City of Amarillo may invite select applicants for virtual or onsite interviews after a review of references, background, and academic verifications with applicant's authorization.

For more information, email edward.williams@bakertilly or call (214) 842-6478.

The City of Amarillo is an equal opportunity employer.