



CITY OF LEWISVILLE

INVITES YOUR INTEREST IN THE POSITION OF

City Manager



Recruitment Services Provided by Ralph Andersen & Associates



The Opportunity

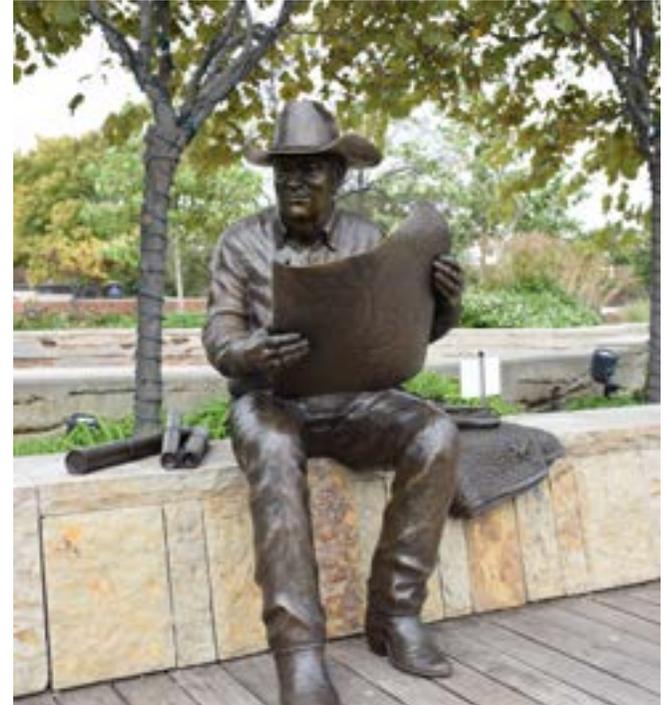
A rare opportunity awaits an experienced City Manager to join a high-quality community in one of the most desirable regions in the United States, Lewisville, Texas (population 106,000). This position is available due to the upcoming retirement of City Manager Donna Barron who served in the role for 8 years. The previous City Manager served 14 years in the role. The City of Lewisville maintains AAA bond ratings, excellent organizational stability, and a winning culture.

About Lewisville, Texas

Lewisville is a dynamic community located 26 miles northwest of downtown Dallas along Stemmons Freeway (Interstate 35E). Lewisville is in southeast Denton County, one of the most prolific growth areas in the nation. The City encompasses more than 42 square miles and has a population of just over 100,000 people. State Highway 121 bisects the community and gives Lewisville easy access to Dallas/Ft. Worth International Airport (DFW) located just ten minutes south of Lewisville.

Due to its excellent geographical position, Lewisville is a thriving economic hub in the Dallas-Fort Worth region with superior access and infrastructure, a low-tax environment, quality workforce, and more. Lewisville boasts a strong and diversified economy with a robust blend of businesses from Fortune 500 Companies to innovative start-ups. Familiar names such as Sysco Foods, Mary Kay, Kellogg's, Active Organics, and FedEx are just a few of the successful companies that call Lewisville home, and together have created a resilient and rewarding corporate community.

While much of the work in Lewisville is infill and redevelopment, the annexation of a 2,400 acre planned development known as Castle Hills is expected in the next year, bringing in a projected ultimate population of 26,950, estimated tax base of \$1.09B and opportunity for greenfield development along the Blue Diamond Corridor.



About Lewisville, Texas *continued*

Lewisville Lake is a U.S. Corps of Engineers reservoir that is immensely popular for water sports and outdoor recreation in the Dallas-Fort Worth area. Surrounded by 9,000 protected acres of nature, Lewisville Lake spans 29,000 acres and has 233 miles of shoreline. With an average depth of 25 feet, Lewisville Lake is large enough to host a multitude of activities such as fishing, water sports, boating, and miles of scenic hike and bike trails.

Lewisville is well-known and has won national awards for implementation of its plans. The Lewisville 2025 plan was developed through extensive resident involvement and sets a clear shared vision for the kind of community Lewisville wants to be when the City turns 100 years old in 2025. Now updated to provide guidance to 2035, the plan sets out seven ambitious “Big Moves” and 3 strategic moves that address development, long-range planning, communication, sustainability, and quality of life. Provisions of the plan are used regularly by City leadership and staff in budgeting, program development, and public engagement. Implementation of the Lewisville 2025 vision plan is an ongoing process with a single goal – to make Lewisville a place where people choose to live, work, and visit. The full plan, and annual performance reports to the public, can be viewed at cityoflewisville.com/lewisville2025. The plan has been recently updated to provide guidance out to 2035.



City of Lewisville Government

The City of Lewisville has a Council-Manager form of government whose mission is to enhance the quality of life for its community by providing effective municipal service. Citizens elect six Council Members including the Mayor. The Mayor and Council are elected at large to three-year terms and are not term limited. An additional council seat will be added and residential districts will be established upon annexation of Castle Hills. The City Council appoints a City Manager, City Attorney, City Secretary, and Municipal Judge. The City has a high level of stability for both staff and City Council members.

The City has a total budget of just over \$206 million, including a general fund budget of \$98 million, and is made up of 29 operating funds. The City's budget can be found at www.cityoflewisville.com/about-us/city-departments/financial-services/annual-budget. The City has a one-cent sales tax going into the general fund and, in 2002, residents approved a quarter-cent sales tax for funding parks, library, and recreation projects. These two taxes do not need future approval to remain in effect. In 2011, residents approved an eighth-cent sales tax for establishment of a Crime Control and Prevention District and an eighth-cent sales tax for a Fire Control, Prevention, and Emergency Medical Services District. These district taxes were extended for 20 years in 2016 by the voters of Lewisville. The City has a broad array of other revenues, along with the aforementioned property and sales taxes, which results in diverse revenue streams to position the City with a sustainable financial structure. The City has a AAA bond rating for both General Obligation and Revenue Bonds. The City's annual financial reports can be found at <https://www.cityoflewisville.com/about-us/city-departments/financial-services/annual-financial-reports>.



City of Lewisville Government *continued*

The City has initiated a real-time online performance dashboard that furthers the City's objectives related to accountability, open communication, community engagement, and continuous improvement by allowing Lewisville residents, City leaders, and other interested parties to track how the City performs in various service areas. The resulting data is used internally in decision-making regarding service delivery, management of resources, and policy recommendations and is also used as a tool for community dialogue related to City performance. The dashboard can be viewed at metrics.cityoflewisville.com.

The City of Lewisville has 825 budgeted full-time staff positions. In 2017, employees from all levels of the organization led an effort to define and preserve the special culture of the organization. The result was The Lewisville Way – a documented and inclusive approach that calls on all employees to **Value** People, **Serve** Every Day, and **Build** Our Future.



Challenges and Opportunities



The next City Manager has the following foreseeable challenges and opportunities in which to excel:

- While the technical requirements of the Castle Hills annexation may very well be complete before the next City Manager begins work, there remains much to do. The City Council will add a seat and create six residential districts upon annexation of Castle Hills. Council members will continue to be elected at-large but will be required to live in specific residential districts. It is the Council's desire to ensure the Castle Hills residents are fully welcomed and enjoy all that the Lewisville community has to offer.
- The City of Lewisville continues to make strong investments in the development of Old Town. Located in the heart of the city and adjacent to City Hall, Old Town's authentic historic buildings date back to the 1880's and provide the backdrop for dining, shopping, entertainment, and cultural events. Planned luxury apartment developments will add to the walkability and desirability of the area, as well as the economic support for future and existing retail.
- As Lewisville approaches its build-out, reinvestment in infrastructure will be a priority, as will creating more public spaces and events to build upon the strong sense of community. There are opportunities to increase park trail connectivity and provide more diverse transportation options by enhancing bicycle, pedestrian, and mass-transit options.
- There have been legislative discussions in Texas of moving from using origin-based sales taxation to destination-based sales taxation. Due to the nature of Lewisville's commercial activity, this could have an adverse effect on the City. The next City Manager will likely work collectively with the City Council in ensuring this is fully understood in the legislature and advocate for Lewisville's interests.
- With its excellent stability, financial condition, and ideal location in the Dallas-Fort Worth metropolitan area, Lewisville has a solid foundation in which to prosper. The next City Manager will have incredible opportunities to innovate that would not be available in cities not as well situated.

The Ideal Candidate

The City Council is seeking a talented and collaborative City Manager who, ideally, has the following characteristics which will lead to success:

- Much of Lewisville's success has been gained by creating thoughtful and effective plans and executing those plans. This planning-orientation is baked into the Lewisville culture and the next City Manager will need to continue this success.
- Along a similar vein, the City staff is accustomed to a participatory management style with a high degree of accessibility to all employees.
- Experience in providing municipal services across a variety of socioeconomic demographics in a way that brings people together and builds community will be an asset, especially given the large annexation that is upcoming.
- Similarly, development/redevelopment experience would be an asset, along with skill in maintaining the balance between growth and preserving the community's character.
- The City is seeking a cultural fit in its next City Manager. While vision and progress are always welcomed, disruption is not.
- Perhaps most importantly, the City Council seeks a manager that will fully embed into the Lewisville community. The next City Manager should enjoy being visible at events, accessible to all, and be prepared to serve many years in the role.



Experience and Education

The following are the minimum requirements for the position of City Manager:

Education: A Bachelor's degree from an accredited four-year college or university in public administration, business administration, or a related field is required. Master's degree in Public Administration or equivalent is preferred.

Experience: Seven to ten years of experience in local government management or administration.



The Compensation

The next City Manager will enjoy a very strong compensation package, including a competitive benefits package that includes the items below. Further details on compensation and benefits may be obtained through Ralph Andersen & Associates.

- Four weeks paid vacation (use of accrual begins after six months)
- Nine paid holidays per year
- Fifteen sick leave days per year – maximum accrual of 200 days (up to 90 days paid out upon separation or retirement)
- Medical, Dental, Vision insurance including an Employee Health and Wellness Clinic and a CrossFit facility
- Employer-paid life insurance – four times annual salary, up to \$400,000
- Employer-paid accidental death and dismemberment insurance (three times annual salary, up to \$300,000) and Long-Term Disability
- Texas Municipal Retirement System (7% with a 2:1 match)
- Deferred Compensation – 3.76% City Match in lieu of Social Security

Additionally, the City values work/life balance for its employees. The normal weekly work schedule for this position is Monday – Thursday 7:30 a.m. to 5:30 p.m., and Friday 7:30 a.m. to 11:30 a.m.



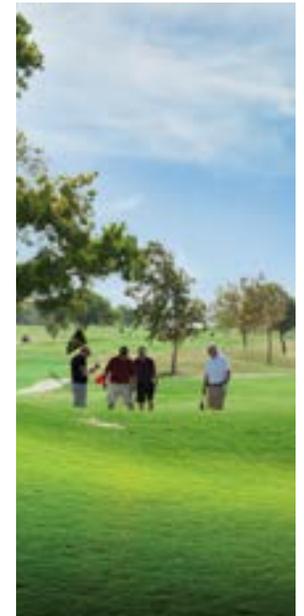
The Recruitment Process

Interested candidates should apply by **August 30, 2021**. To be considered, submit a compelling cover letter and comprehensive resume to apply@ralphandersen.com. Top candidates may be asked to complete supplemental material to elaborate on areas of expertise and demonstrate their ability to communicate effectively. Candidates are encouraged to apply early for maximum consideration.

References will not be contacted until mutual interest has been established. Confidential inquiries are welcomed and should be directed to Greg Nelson, Ralph Andersen & Associates, at (916) 630-4900.



This recruitment incorporates existing rules and regulations that govern public sector recruitments in the State of Texas. In accordance with public disclosure/open record laws, information submitted for consideration may be made available to the public upon request by interested parties.



The City of Lewisville, Texas is an Equal Opportunity Employer

www.cityoflewisville.com