



CITY OF IRVING, TEXAS

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# ASSISTANT CITY MANAGER - DEVELOPMENT

# POSITION PROFILE

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## OVERVIEW

The City of Irving seeks an individual with a proven record of successful negotiation of large and complex economic development projects and managing the city development and redevelopment to serve as Assistant City Manager-Development.

The Assistant City Manager will serve as the City's lead economic development official and will oversee a staff of economic development professionals. The Assistant City Manager-Development will have specific oversight of three city departments: Planning and Community Development, Inspections, and Code Enforcement. The responsibilities include coordinating implementation of the City's recently adopted Comprehensive Plan and the City's Economic Development Strategic Plan. The Assistant City Manager will lead the City's response to development opportunities which will require cooperation of multiple departments across the organization. The City has contracted with the Irving-Las Colinas Chamber of Commerce for business recruitment, retention and marketing services. The incumbent will work closely with the Irving - Las Colinas Chamber of Commerce to ensure an effective and cohesive approach to economic development. Additional responsibilities will include ongoing oversight of the City's \$160 Million Entertainment Venue, management of the City's redevelopment of the former Texas Stadium site and continuing the redevelopment of the City's Heritage District.

The Assistant City Manager will help achieve the organization's development objectives, and will foster a culture of trust, accountability and transparency while facilitating collaboration across organizational and departmental lines. Candidates should have excellent time and project management skills and understanding of municipal development issues. Ideal candidates will be individuals who have experience working closely with elected and appointed officials.

This position will require exceptional leadership, as well as effective communication and facilitation skills. As a member of the City's leadership team, a collaborative, team-oriented style of management coupled with a commitment to public service is ideal.

## EXPERIENCE

The Assistant City Manager for Development position is an excellent opportunity for a strong leader with significant experience in development processes, city revitalization, and economic development.

- Master's degree in Planning, Public Administration, Business Administration or a related field from an accredited college or university.
- A minimum of 10 years of progressively responsible supervisory and management experience in municipal government administration with specific experience in economic development and redevelopment. Demonstrated success in negotiating/managing complex development projects is required.

# IRVING MISSION

Deliver exceptional services and promote a high quality of life for residents, visitors and businesses.

# IRVING VISION

Irving will be the model for safe and beautiful neighborhoods, a vibrant economy, and exceptional recreational, cultural and educational opportunities.

# ECONOMIC VITALITY

Irving is experiencing unprecedented growth. Between 2010 and 2017, the City of Irving witnessed a population growth of nearly 10 percent. By 2040 Irving's population is expected to grow substantially, adding approximately 28,000 new households and 72,500 new residents, pushing the population past 300,000.

The longtime home of Fortune 500 companies such as ExxonMobil, Kimberly-Clark and the Fluor Corporation, the city continues its momentum for attracting and retaining some of the world's most prominent corporate citizens. For example, McKesson, the nation's largest pharmaceutical distributor and No. 11 on the Fortune 500 list, opened a regional office in Irving in 2017, contributing 1,875 jobs to the city's local economy. In addition, Pioneer Natural Resources — which was founded in Irving 20 years ago — has partnered with the city to develop a 10-story headquarters. Other economic development successes for Irving include the opening of Atos, a French information technology company, that will bring 700 jobs to the city; and First American Mortgage, which is consolidating its offices around the DFW area to Irving, resulting in 300 jobs.

Overall, the City of Irving is experiencing record community investment. Permits valuing more than \$822 million were issued in fiscal year 2015-16, and another \$1.25 billion was issued in 2016-17. This level of investment surpasses anything the city has seen since 2015.

# GROWTH, REVITALIZATION

Irving is a city on the move. A major component of the city's future is a concentrated focus on revitalization of targeted areas. Accordingly, Irving continues to expand its portfolio of recreational options, providing its many commuters, residents and visitors with places for shopping, dining and entertainment.

## **Water Street**

Construction is rapidly progressing on the Water Street Development, which will offer residents and visitors, waterside dining and living options. Located in the center of the city's Las Colinas Urban Center, Water Street is a mixed-use project that includes approximately 300 to 350 upscale apartments and more than 60,000-square feet of retail shops and restaurants.

## **Convention Center Hotel**

Slated for completion in late 2018 is a headquarters hotel for the Irving Convention Center at Las Colinas. Operated by Westin, the 12-story hotel will feature 350-guest rooms and 16,000-square feet of meeting space. The hotel is the final key component of the city's master-planned Convention Center District, which also includes the Toyota Music Factory.

## **Toyota Music Factory**

Also in progress is construction on the city-owned Toyota Music Factory, an 18-acre complex adjacent to the Irving Convention Center at Las Colinas and the Convention Center hotel. The venue will feature an 8,000-seat amphitheater, plaza, parking garage, restaurants, office tower and retail space.

## **Irving Boulevard Reconstruction**

The City has created a Tax Increment Reinvestment Zone to promote development in the Heritage Crossing Area. A key project will be redesign of Irving Boulevard through the City's downtown area. This \$18 Million project is a key element in the City's redevelopment plan for the Heritage Crossing area.





## THE COMMUNITY

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Irving, Texas, is centrally situated between Dallas and Fort Worth and is home to more than 234,000 residents. Its thriving economy, combined with its proximity to the Dallas/Fort Worth International and Dallas Love Field airports, has made Irving a corporate powerhouse.

The city's rich diversity is not only exhibited by its population or number of languages spoken by residents, but by the makeup of its business community. Irving is home to more than 8,500 local and multinational companies to include four Fortune 1000 companies and five Fortune 500 companies, which operate global headquarters in Irving. Approximately 73 percent of Irving's tax base is derived from commercial property and business activity, and the city's daytime population surpasses 300,000 throughout the week.

Irving's state-of-the-art transportation options include two large airports, light and heavy rail, as well as a number of major highways, providing easy access to North Texas and beyond. Employment opportunities abound. During the past fiscal year, Irving added more than 8,000 jobs to its existing market by attracting 20 corporate relocations and assisting with existing corporate expansions.

In recognition of its strength, Irving has been recognized as one of the top 10 Best City to Start a Career and Hardest Working City in America by WalletHub. Forbes listed Irving as the No. 1 Best City for Jobs in 2017. According to The Dallas Morning News' Best North Texas Cities for Millennials, the younger demographic ranks Irving in the top three, citing affordability, walkability and transportation access.

Irving offers the world-class Irving Arts Center that hosts live theater, ballet and symphony performances as well as national and local visual exhibits. The Toyota Music Factory, scheduled to complete Spring 2018, will offer an 8,000 seat music hall that includes a 4,000 seat amphitheater and numerous dining and retail opportunities.

While Irving is in the center of a large metropolitan area, its beautiful green spaces — including exceptional golf courses and more than 80 parks on 1,873 park acres — beg outdoor activity. Irving's Campion Trail offers 13 miles of walkable, bikeable trail. Irving is the first city to share a major connection along the Trinity Trail System, a regional network that will ultimately span 250 miles and connect 16 counties across North Texas. The City of Irving also is home to six full-time recreation centers that offer a variety of indoor sports and children's programs, four aquatic centers, a dog park, lighted tennis courts, a youth action center and a senior activity center. Multiple outdoor sporting venues are offered as well.

Of Irving's 67.9 square miles of land area, more than 23-square miles are dedicated to master-planned developments and districts. These well-designed developments include Dallas Communications Complex, DFW Freeport, Freeport Center, Heritage Crossing District, Las Colinas, Valley Ranch, and multiple retail centers.

Irving has more than 100 shopping centers and more than 500 restaurants offering a variety of cuisines. Residents are well served through the community's health care systems, and educational opportunities abound. Residents are served by Irving, Carrollton-Farmers Branch and Coppell school districts, as well as a variety of private and parochial schools and academies. Irving also boasts three fully-accredited institutions of higher learning: DeVry Institute of Technology, North Lake College and the University of Dallas. In addition, the city is within easy commuting distance to the University of North Texas, Texas Woman's University, Southern Methodist University, University of Texas at Arlington, University of Texas at Dallas, Texas Christian University and Texas Wesleyan College.

The median household income in Irving is \$61,362, and the average single-family home market value is \$210,396. The average new home permit value is \$410,000.



## MISSION, VISION, ORGANIZATION

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### Mission

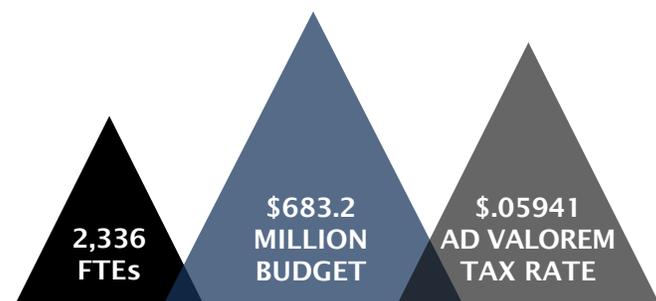
Deliver exceptional services and promote a high quality of life for residents, visitors and businesses.

### Vision

Irving will be the model for safe and beautiful neighborhoods, a vibrant economy, and exceptional recreational, cultural and educational opportunities.

The City of Irving is a full-service municipality that operates under a home-rule charter with a council-manager form of government consisting of the mayor and eight city council members who serve three-year terms. The mayor and two council members are elected at-large, and the remaining council members represent single-member districts. The mayor and city council appoint a professional city manager to manage the day-to-day operations of the organization.

The City of Irving has 2,336 employees and has an FY2016-17 budget of \$683.2 million. The ad valorem tax rate is \$0.5941 per \$100 of valuation. Irving's 24 departments are grouped cross-functionally to create consistency, productivity and flexibility in the workplace.



## LEADERSHIP, INNOVATION

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Committed to innovation and exceptional city governance, the City of Irving has been recognized on numerous occasions in the areas of fiscal achievements, customer focus, process improvement results, cross-functional culture, and strong strategic planning processes. Following are examples of recognition earned by the City of Irving on local, state and national levels.

Moody's Investors Service affirmed Irving's Aaa rating on its General Obligation Bonds, making the city one of just seven municipalities to receive this distinction. In addition, Standard and Poor's affirmed the AAA rating for Irving's General Obligation Bonds, which is the highest rating assigned by the agency.

- The National Community Development Association recognized the City of Irving with the 2017 Audrey Nelson Community Development Award for its outstanding use of Community Development Block Grant funding.
- The City of Irving was selected by Bloomberg Philanthropies to participate in What Works Cities, a national initiative aimed at helping 100 mid-sized cities enhance their use of data and evidence to improve services, inform local decision-making and engage residents.

While Irving is proud to be recognized externally, the city's main commitment is to the ongoing improvement of performance that will bring about meaningful impact to residents, visitors and businesses. The shared understanding of that commitment, among leaders and employees across the organization, is what makes the City of Irving a winning team.

# COMPENSATION, BENEFITS

The City of Irving offers a competitive salary commensurate with qualifications and experience. The city participates in the Texas Municipal Retirement System at a seven percent employee deposit rate with a municipal matching ratio of 2:1, with vesting at five years and full retirement eligibility at 20 years. The City of Irving does not participate in Social Security but provides a supplemental benefit retirement plan. A full-range of leave and benefits also is provided.

# APPLICATION PROCESS

Apply online at: <http://bit.ly/SGRCurrentSearches>

For more information on this position, contact:

**Larry Gilley, Senior Vice President**  
Strategic Government Resources  
[LarryGilley@GovernmentResource.com](mailto:LarryGilley@GovernmentResource.com)  
(325) 660-4208

This position is open until filled. To view the status of this position, visit <http://bit.ly/SGRCurrentSearches>.

The City of Irving is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check. This is a highly confidential search process. References will not be contacted until mutual interest has been established.

# ONLINE RESOURCES

Irving-Las Colinas  
Chamber of Commerce  
[irvingchamber.com](http://irvingchamber.com)

Irving Convention &  
Visitors Bureau  
[irvingtexas.com](http://irvingtexas.com)

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