

The right place in Texas™



# ASSISTANT CITY MANAGER

CITY OF ODESSA, TEXAS

EXECUTIVE SEARCH PROVIDED BY STRATEGIC GOVERNMENT RESOURCES



# *The Right Place In Texas*

## **THE COMMUNITY**

Odessa is situated in the heart of West Texas, at the midpoint between the cities of Dallas and El Paso along Interstate 20. It covers 47 square miles and rests along the southwestern edge of the Llano Estacado and above the Permian Basin where three of the state's major land resources—the High Plains, Trans Pecos, and Edwards Plateau—converge. It is the county seat of Ector county and home to 118,000 residents who enjoy a sunny climate and excellent educational and recreational opportunities. With its fresh air, dazzling sunsets, and friendly, welcoming atmosphere, Odessa is a great place to call home.

Odessa was founded in 1881 as a stop on the Texas and Pacific Railroads. As the railways extended across the South Plains, there was a need to provide water for the steam engines. A local legend associates the town name with a Native American princess who wandered into the railroad camp of the Texas and Pacific Railroad but it was more likely named by the railroad workers who thought the region resembled their home in Odessa, Russia. Lured by the availability of inexpensive land, settlers began to move to the area around 1879, and the first ranchers arrived in 1885. By the mid-1890s, the City was

well-established as a cattle shipping center. The discovery of oil in the area in 1926 brought an influx of people and the local economy transformed from a ranching base into an industrial one. Oil and gas are still the largest industries, but Odessa is fast becoming a major health industry hub with two hospitals, a cancer center, and a variety of medical specialists.

In 2014, Odessa was hailed as the third fastest growing city in the country by Forbes Magazine. Between 2001 and 2015, the community experienced one of the most dynamic periods in its economy with a 45% increase in job growth, a per capita personal income growth of 49.4%, and a 23.8% population growth. Due to its proximity to the Permian Basin, a geological phenomenon that contains one of the nation's largest reserves of oil and natural gas, Odessa's main industry is oil production. Other major employers include the Ector County Independent School District, Medical Center Hospital, Saulsbury Industries, and Halliburton.

The median home value is \$124,600 and the median income is \$60,619.

## THE COMMUNITY | CONTINUED

Odessa offers residents abundant recreational amenities, with more than 30 parks and 38 lighted fields for softball, basketball, soccer, volleyball, tennis and two disc golf courses. The City's paved trail system provides a unique concentration of wild flowers and foliage and a fishing pond at Comanche Trail Park. Big Bend National Park, Balmorhea State Park, and Monahans Sandhills State Park are just a short drive away.

There are ample opportunities for entertainment and cultural activities in Odessa. Residents and visitors alike can enjoy productions at the Globe Theatre, root for a favorite team at Ratliff Stadium, check out the World's Largest Jackrabbit, explore the only museum in the United States devoted exclusively to the office of the presidency, or marvel at the second largest meteor crater in the nation. Other attractions include Permian Playhouse, Art Institute for the Permian Basin, and White-Pool House, which is listed on the National Register of Historic Places and is a Texas Recorded Historical Landmark and a Texas Archeological Landmark.

There is always something to see and do in Odessa with a variety of annual events and festivals such as the AirSho, Starbright Village at McKinney Park, Firecracker Fandango, Cinco de Mayo Celebration, Fiesta West Texas, Harvest Fair, Heritage Holiday Lighted Parade, July 4th Celebration, Juneteenth Celebration, OC NIRA Rodeo, Permian Basin Fair and Exposition, Rock the Desert, Tis Christmas Arts and Craft Fair, and Sand Hills Hereford and Quarter Horse Show and Rodeo.

Additionally, other popular West Texas destinations, including Fort Davis, Marfa, Marathon, and Lajitas, are a short distance away.

Ector County Independent School District (ECISD) provides quality education to Odessa families. The district covers 906 square miles, utilizes 40 campuses to educate more than 27,000 students, and employs more than 3,500 people. ECISD operates two 5-A high schools, including Odessa High School with its prestigious International Baccalaureate Diploma Program, and Permian High School. ECISD also boasts a New Tech high school that specializes in project-based learning with an emphasis on the use of technology and student-directed learning. This school has gained recognition as a New Tech Network Demonstration School and an Apple Distinguished School.

In partnership with local Odessa College and the University of Texas of the Permian Basin (UTPB), the Advanced Technical Center offers elective courses that let students embark on college and career-focused education and two early college high schools—OCTECHS at Odessa College and ECISD Falcon ECHS at UTPB. OCTECHS is one of just four early college high schools in Texas that focus on career and technical education, while ECISD Falcon ECHS focuses on STEM education. Odessa High School has been designated a National AVID (Advancement Via Individual Determination) school. Odessa College and the UTPB also use AVID, making Ector County a model for other communities around the country.



## CITY MISSION STATEMENT

Motivated by a proactive, independent, and diverse heritage, the City of Odessa will embrace the future through innovative and progressive leadership.

Working in partnership with citizens of the community as well as other governmental agencies, we will provide Odessans of today and tomorrow with outstanding services and facilities that will protect and enhance quality of life.

## GOVERNANCE AND ORGANIZATION

The City of Odessa is a home rule city with a council-manager form of government. The City Council is comprised of the Mayor, elected at-large, and six City Council members, all serving four-year terms with a two-term limit. The City Council approves contracts, adopts regulatory ordinances and resolutions, approves the annual budget, sets the tax rate, provides direction to the City Manager and other Council appointees, and provides a forum for active community participation in setting and achieving City policies, goals, and objectives.

The City has 1,000 full-time employees delivering a full range of municipal services. The annual operating budget for FY2018 is \$207 million, and the ad valorem tax rate is \$0.493248 per \$100 valuation.

The City of Odessa regularly receives many awards and accolades including the Platinum Leadership Circle Award from the State Comptroller's Office, Top City Government Website in Texas Award by Juggle.com for Excellence in web design and content, and the Technology Excellence Award from the Texas Association of Governmental Technology Managers for excellence in City/County technology collaboration.

# IDEAL CANDIDATE



The City of Odessa seeks an innovative and visionary Assistant City Manager to guide the City on the path to sustainable growth while preserving its unique heritage. The City requires a candidate who can develop a long-range strategic plan that focuses on economic development and citizen engagement. The chosen individual will help transform the community by improving its livability and economy through strategic visioning and collaborative partnerships that promote business development and job creation while preserving the City's unique culture and traditions. It is crucial that the incoming Assistant City Manager have a thorough understanding of the regional economy and its impact on the City.

The successful candidate will become a highly visible leader in the community and region, actively engage with citizens, and forge strategic partnerships with local organizations. The new Assistant City Manager will encourage strong relationships among a variety of agencies, such as the county, school district, local chamber, and other community agencies and organizations.

The ideal candidate will be a natural leader with exceptional interpersonal skills who will encourage a collaborative environment within the organization and community and foster harmonious working relationships with staff, Council, and other stakeholders. In order to be successful in this position, the next Assistant City Manager must build and maintain close, positive, and productive relationships with City leadership, staff, and citizens.

The chosen candidate must be highly ethical, foster a culture of transparency and accountability, and unite the organization with a shared sense of purpose. The Assistant City Manager will encourage staff to perform at a high level, promote teamwork, articulate expectations with clarity, and effectively delegate responsibilities. The successful candidate must be able to make well-informed, well-reasoned decisions and handle conflict and sensitive issues with tact and diplomacy. The next Assistant City Manager will seek consensus when possible but should not be afraid to challenge the status quo or take risks when it is in the City's best interest.



## IDEAL CANDIDATE | CONTINUED

The selected candidate will be a fiscally responsible manager with a sound business acumen. Advanced financial and budget forecasting skills are required to ensure the City meets its fiduciary responsibilities, develops sustainable finance practices, and experiences the growth it desires.

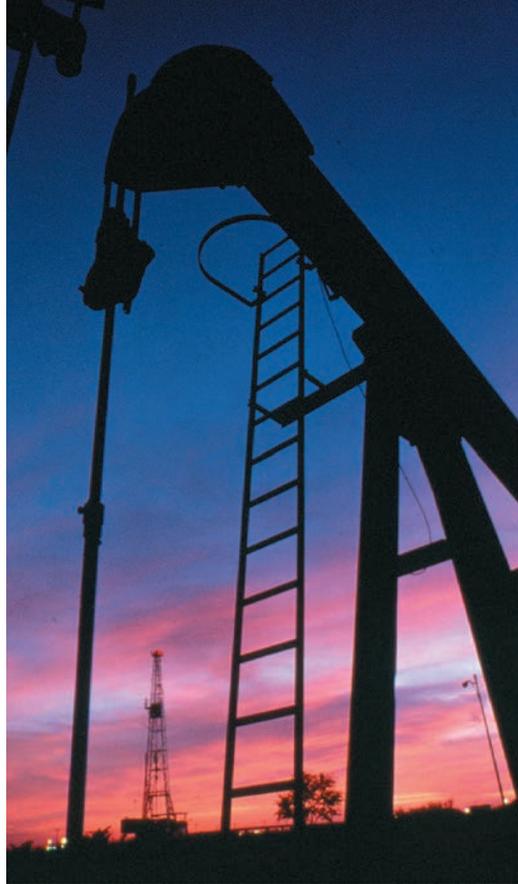
## EDUCATION AND EXPERIENCE

The selected candidate must hold a bachelor's degree in business administration, public administration, accounting, or a related field and have seven years of professional program and staff management experience in the public sector. Three to five years of experience as a City Manager or Assistant City Manager and a master's degree are preferred. An equivalent combination of education and experience may be considered.

## COMPENSATION AND BENEFITS

The City of Odessa offers a competitive salary depending on qualifications and experience. The City of provides a generous benefits program including health, dental, life insurance, and paid vacation and sick leave. The City participates in the Texas Municipal Retirement System (TMRS) at a 7% percent employee deposit rate with a municipal matching ratio of 2:1.





## APPLICATION PROCESS

Please 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, please visit:  
<http://bit.ly/SGRCurrentSearches>

The City of Odessa 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.



## RESOURCES

**City of Odessa**  
[odessa-tx.gov](http://odessa-tx.gov)

**Odessa Chamber**  
[odessachamber.com](http://odessachamber.com)

**Odessa CVB**  
[odessacvb.com](http://odessacvb.com)

**Downtown Odessa**  
[downtownodessatx.com](http://downtownodessatx.com)

**Odessa Development Corporation**  
[odessatex.com](http://odessatex.com)

