



**City Manager  
City of Plano, TX**





## **The Community:**

Plano is the largest city in Collin County, Texas, with an estimated population of 265,000. Often recognized for providing world-class services and, designated an "All America City" in 1994, the city continues to experience positive and robust economic conditions that began with an economic boom early in the 1960's. A community with vitality and charm, Plano is vigorous with development and re-development opportunities supported by community leaders. With a prime Metroplex location, Plano city boundaries include 72.2 square miles in a community that is nationally recognized for racial diversity, opportunity, and availability of work. The city location produces favorable commute times supported by four major transportation arteries. Citizens have access to four airports (international, regional, municipal and private) as well as the regional public transportation system known as DART (Dallas Area Rapid Transit), with access to light rail stations as well as park and ride locations for commuters.

An educated and motivated workforce is supported by award-winning public schools, a community college, and four other institutes of higher education. Citizens have access to seven area hospitals, several specialty treatment and rehabilitation centers, and numerous elder-care options. Plano offers eight distinctive shopping areas and malls, with seventy neighborhood shopping centers, offering antiques to the latest in designer fashions. Local restaurants have appetites covered with more than 1,400 food establishments under Health Department permits. The 86,400 sq. ft. full-service, city-operated Convention Center, with access to 4,048 local hotel/motel rooms, is available for events for residents, visitors, and business travelers.

The Parks & Recreation Department is a nationally accredited department and a three-time winner of the National Gold Medal for Excellence in Parks and Recreation Management. Founded in 1968, it operates and maintains 82 public parks, 65 miles of recreational trails, two nature preserves, and a downtown gazebo that host numerous weddings and concerts.

Eight public swimming pools, 71 playgrounds, 106 soccer/football fields, 71 softball/baseball fields, and 2 public golf courses are located in the city. The community has been designated a Tree City USA for almost 2 decades. In addition to maintaining nearly 4,000 acres of park land, the Parks & Recreation Department also maintains over 800 acres of medians, right-of-ways, and other public grounds. The department also facilitates numerous athletic tournaments each year for local residents and in conjunction with the Convention and Visitors Bureau.

## **Government:**

Plano is a Home Rule City governed by a Council-Manager form of government. A City Manager oversees the daily operations, while the Mayor and Council serve as the policy-making board, setting long range directions and strategies. The Council is made up of the Mayor and seven representatives (or members), four of whom are required to reside in geographic districts (places), with all members elected at-large.



## Accolades:

Empowered with diversified employment and economic opportunities, Plano is a family hometown choice with high consideration for “quality” of life and strives to sustain a strong and safe family atmosphere.

- Forbes.com named Plano “America’s Safest City” in October 2010, based on the violent crime and fatal traffic accident data of cities with populations larger than 250,000.
- D Magazine ranked Plano 18<sup>th</sup> in the “Rating the Best Suburbs in Dallas” article.
- The City of Plano was presented the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the 25<sup>th</sup> straight year.
- Plano remains one of only a few cities in the U.S. where the General Obligation Bonds receive the highest possible rating, a ‘AAA’ Bond rating, reflecting strong financial operations.
- The U.S. Census Bureau announced Plano retained its status as “the wealthiest large city” in September 2009 with a median household income of \$85,003. It was originally recognized in the fall 2008 Census Bureau’s American Community Survey report presenting Plano as “the most affluent city in the nation” with a 2007 median income of \$84,492.
- Central Connecticut State University ranked Plano’s Education level second in “America’s Most Literate Cities 2009” based on the percentage of adults with high school diplomas and bachelor degrees or higher.
- CQ Press released City Crime Rankings 2009-2010: Crime in Metropolitan America with Plano listed as “the safest North Texas city with 100,000 or greater population”.
- U.S. News and World Report selected Plano as “America’s 10 Best Places to Grow Up” in August 2009. Plano was lauded for its outstanding school district, great park system and comfortable lifestyle.
- Forbes.com recognized Plano in July 2009 as one of “America’s 25 Best Places to Move.”
- Forbes.com named the Dallas-Plano-Irving, Texas metroplex fifth of the large cities in the “Best Cities for Jobs” article in April 2009.
- Plano was listed among the “RelocateAmerica’s TOP 100 Places to Live Award Winners”.
- Best Life magazine listed Plano 26<sup>th</sup> of “The 100 Best Places to Raise a Family” in April 2008.
- For the third year, the National Fire Protection Association named Plano a “Risk Watch® Safe Community”, dedicated to keeping kids safe from unintentional injury.
- Men’s Health ranked Plano eighth of 101 U.S. cities for the safeness of the food supply. The honor came a few months after Plano’s Health Department won the Texas Environmental Health Association’s inaugural “Award of Excellence in Food Safety.”
- In June 2008, the City’s Live Green in Plano initiative was the recipient of the first National Environmental Health Association’s Excellence in Sustainability Award.

## The Position:

The City Manager, appointed by the City Council, is the chief executive and administrative officer of the city and is responsible to the City Council for the administration of all the affairs of the city. The City Manager is responsible for the appointment of personnel. The City Manager determines day to day business, financial, personnel and strategic goals of the city providing excellent customer service through effective communications, leadership, integrity, respect and accountability.

## Education and Experience:

Interested candidates should possess a Bachelor’s Degree from an accredited four-year college or university in Government, Public Administration, Business, or a related field. A Master’s Degree is preferred.

Candidates should possess at least 10 years of progressive supervisory and administrative experience within a government agency, preferably a municipal environment.

A combination of education and experience will be taken into consideration when reviewing applicants. ICMA accreditation will be a positive factor among all other qualifications.





### **The Ideal Candidate:**

The ideal candidate will be fiscally conservative and have a strong background in finance to include experience in budgeting, financial forecasting, revenue enhancements and capital improvement programming.

The successful candidate must be a strong, visible leader who has the ability to bring together various communities and the leadership of the city in order to meet a broad spectrum of community needs. Additionally, the ideal candidate should be able to build successful partnerships both internally and with the community to ensure that a common vision is enacted and supported.

The ideal candidate will need to have experience in economic development, redevelopment and revitalization and understand the challenges and needs of a maturing city. This individual should also have experience in developing a strong sense of place.

The successful candidate should have strong interpersonal skills, effective communication skills and a commitment to excellence. This person must also have the capacity and interest to be an effective mentor and leader for staff.

The ideal candidate must be able to set a positive example of competence, professionalism, energy and work ethic to the organization and community. Advanced written and oral communication skills are imperative for this position.

### **Salary:**

The City of Plano is offering a competitive salary commensurate with experience and a comprehensive benefits package. Relocation assistance will be available for the successful out of area candidate.

### **Apply:**

Interested applicants should forward a cover letter and resume to:  
resumes@affionpublic.com  
Reference: PLANO

Affion Public  
20 North 2nd Street, Suite 200  
Harrisburg, PA 17101  
888.321.4922  
Fax: 717-214-2205  
[www.affionpublic.com](http://www.affionpublic.com)

