



*The City Council of Bastrop Texas is seeking an
experienced local government manager
to be the next.....*

City Manager

Welcome to Bastrop, Texas - an original Texas town with a fresh approach to life. A genuine destination where all-inclusive means everyone's invited. From the moment you cross our iconic Old Iron Bridge and step foot on our charming downtown streets, you'll feel welcomed - welcome to it all! It all starts with a stroll down Main Street, followed by an epic outdoor adventure, then mix in some live music and top it off with a mouthwatering meal. And that's just the half of it. We welcome you to make yourself at home, create your next story and enjoy our special brand of Texas hospitality.



The City of Bastrop, the county seat of Bastrop County, is strategically and centrally located at the crossroads of State Highway 71, SH 95, & SH 21 in close proximity to three major metropolitan areas of Texas. Austin is 30 miles west, Houston is two hours southeast and San Antonio is just one-and-a-half hours south. And with the Austin-Bergstrom International Airport (ABIA) less than 30 minutes away, Bastrop is in a premier position for cultural and economic development

Bastrop's historical roots run deep with the number of buildings listed in the National Register of Historic Places earning Bastrop the title "Most Historic Small Town in Texas." A rich harvest of classic Texas folklore and architecture exists today. Originally the site served as a meeting ground for the Tonkawa and other Southwestern Indians before providing a vital Colorado River crossing on the El Camino Real de los Tejas (The King's Highway) the crucial path of commerce between the United States and Mexico at the time.

The City of Bastrop is among the oldest towns in Texas. First settled in 1804 and officially established on June 8, 1832, Bastrop founder Stephen F. Austin named the city for his longtime friend and collaborator, Felipe Enrique Neri, the Baron de Bastrop. The Town played an integral part in the Texas Revolution with three Bastropians signing the Texas Declaration of Independence, several losing their lives at the Alamo, and the town evacuated and was destroyed during the 'Runaway Scrape', when the army of Mexican dictator, Santa Anna, swept through Bastrop.

Nestled on the tranquil banks of the Colorado River, Bastrop's extensive river frontage creates abundant recreational opportunities, perfect for kayaking and canoeing (and a great place to fish!). The El Camino Real Paddling Trail is about six miles long and runs from Fisherman's Park to a take-out point near Tahitian Village. Kayaks, canoes, paddle boards, and tubes can be rented at several local businesses. The Colorado River is host to several events throughout the year, including the Colorado River 100 and the SUP Cup.

One of the State's most beautiful parks, Bastrop State Park, is set among the "Lost Pines", and is great for camping, fishing, biking, hiking, and wildlife viewing. The Park has RV and primitive camping sites and is home to a cluster of rental cabins, built by the Civilian Conservation Corps during the Great Depression and recognized by the U. S. Department of the Interior for their tremendous architectural significance. Canoes and barbeque pits can also be rented. Bastrop's YMCA operates the Park's swimming pool, open from May through September.

There are three golf courses in the Bastrop area: ColoVista Golf Club, Pine Forest Golf Club and the Wolf dancer Golf Club at the Hyatt Lost Pines Resort & Spa. McKinney Roughs Nature Preserve and the Cotton Bowl Speedway are all in the Bastrop area. Circuit of the Americas, a world-class motorsport and entertainment facility that hosts racing, action sports and music, is only a 20-minute drive from Bastrop. The Lower Colorado River Authority (LCRA) owns Lake Bastrop, perfect for swimming, fishing, and boating. In the two sections of the lake park, North Shore and South Shore, cabins, tent and RV camping sites are available.

Bastrop's proximity to Austin makes it easy to take advantage of the abundant recreational and leisure activities offered there, including the new NLand Surf Park -- North America's first surf and wave park -- Formula 1 racing, Austin City Limits, and SXSW.

The Texas Education Agency shows the Bastrop Independent School District (BISD) as Accredited, Met Standard. The Bastrop ISD is rated as average by both Niche and Great Schools. Colorado River Collegiate Academy (CRCA) in Bastrop ISD was one of only 400 that earned all possible Academic Distinctions in 2016. Bastrop High School earned distinctions in social studies and post-secondary readiness while Cedar Creek High

School earned distinctions in science and postsecondary readiness. Bluebonnet Elementary earned distinctions in math and postsecondary readiness, and Cedar Creek Elementary earned distinctions in math and top 25% student progress.

Private schools in the area include Calvary Episcopal School, Lost Pines Renaissance, and Bastrop Montessori. Higher education is available to residents through a number of institutions including Austin Community College (Austin, Round Rock, and Elgin Campuses), The University of Texas-Austin, St. Edward's University, Concordia University, and Huston-Tillotson University in Austin and Texas State University-San Marcos. In addition, Bastrop will soon be home to the Art Institute, opening in late summer, providing a quality, collaborative academic environment for individuals seeking creative careers through higher education. Brought to the "table" by Bastrop's Economic Development Corporation, the Institute provides educational opportunities without increased property taxes.

Medical facilities available to residents include Ascension Seton Hospital, a 40,000 square foot medical facility containing an emergency room, imaging services, eight (8) inpatient beds, 12 treatment rooms, and medical office space for primary and specialty care services; St. David's Emergency Center; Lone Star Circle of Care; Lost Pines Center for Cancer Care; Seton-Smithville Regional Hospital; and Urgent Care.



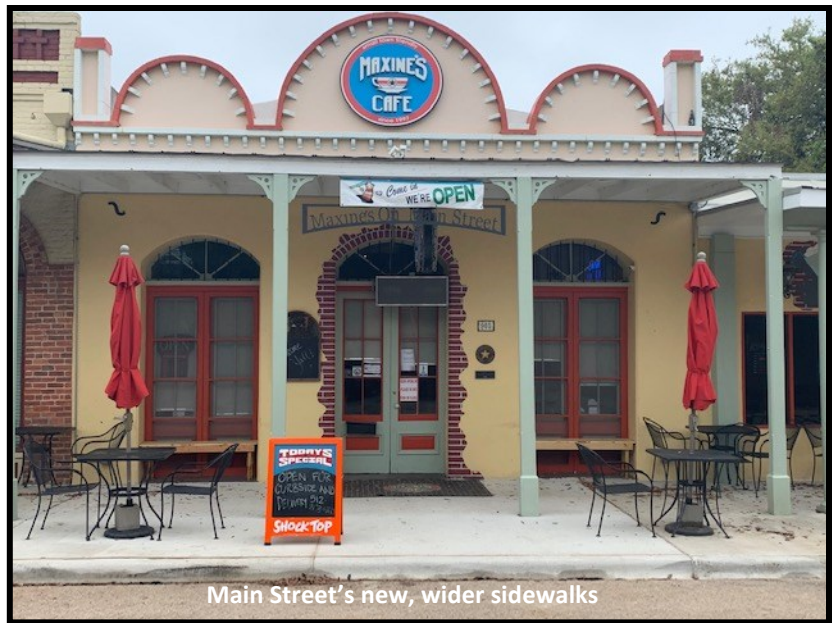
Bastrop Independent School District

Today, this dynamic city is growing. Bastrop proudly preserves its historic past while embracing the challenges of modern-day growth and economic needs. The 2010 census showed the City of Bastrop's population increased 30.93% from the previous census in 2000. It is estimated the City will have grown an additional 30% since 2010 with the projected population for 2020 at 9,383. Austin was named the Number 1 place to live in 2017 by the U.S. News and World Report, which will have a direct impact on the growth that Bastrop will experience throughout the next decade.

Bastrop's economic picture is bright and continues to be a priority for the City. In this regard, Bastrop's hard-working EDC is vital to the City's future by actively promoting and supporting development in the community that offers the people of Bastrop sustainable, meaningful and rewarding employment opportunities, and greater access to desirable goods and services. Recognizing that travel and tourism are one of the fastest-growing economic sectors on the globe, in 2017 the City created Visit Bastrop, a destination marketing organization, to capture some of that business by formulating campaigns to attract conventions, meetings, and events. Visit Bastrop works closely with Hyatt's award-winning Lost Pines Resort toward this goal.

Construction continues on several residential and multi-family developments. Pecan Park is a 222-lot residential development offering new residential homes by David Weekly Homes, Scott Felder Homes, and Pacesetter Homes. Piney Creek Bend is a 244-lot development by KB Homes. Additionally, The Preserve at Hunters Crossing, with 140 units of multi-family development and The Villages at Hunters Crossing, 182 units of multi-family development, have recently opened.

City is proud to be award winning. Bastrop won a Texas Downtown Award in 2018 in recognition of its *Small Business Revolution* campaign where it came in second in the nation. In 2019, Bastrop received a design award for the "Best New Construction" for a project in a city under 50,000 population and an achievement award for "Best Promotional Event" for the *Pop-Up Street Project* which provided a pre-construction opportunity to experience the "new" Main Street after its renovation is completed.



Main Street's new, wider sidewalks



GOVERNANCE:

The City of Bastrop operates under a Home Rule Charter adopted by the citizens in 2001 and last amended in 2016, which establishes a Council/Manager form of government. The City is governed by a City Council composed of a Mayor and five Council Members elected at large. The Mayor and Council Members serve three (3) year terms and are limited to six (6) consecutive years. The City Council appoints the City Manager, Municipal Court Judge and City Attorney. The current City Council Members are:

Mayor - Connie Schroeder is serving in the third year of her first term and will begin her second term in May.

Council Member Place 1 - Willie Lewis "Bill" Peterson is currently serving in his first year of his second term. He previously served on the Council in the past

Council Member Place 2 - Drusilla Rogers is serving the second year of her first term on the Council.

Council Member Place 3 and Mayor Pro-Tem - Lyle Nelson is serving in the third year of his first term and will begin his second term in May.

Council Member Place 4 - Bill Ennis has served on the Council for three years, having completed a year of a vacated unexpired term and two years of his second term.

Council Member Place 5 - Dock Jackson is currently serving in the first year of his first term on the City Council after previously serving on the Council in the past.

Council members are active in the Texas Municipal League, actively pursuing the League's educational opportunities with the intention of increasing their value to the City as its leaders. Currently the Mayor and Mayor Pro-Tem have achieved the annual Certified Municipal Official designation. The Mayor and Councilman Jackson (through his past TML presidency) serve on the TML Board of Directors.

City of Bastrop Vision Statement

"The Vision of the City of Bastrop is to be a welcoming community with a compassion for our diversity, a tapestry of people, arts, and structures; preserving our history and character while embracing progress around our unique environment."

City of Bastrop Mission Statement

"The Mission of the City of Bastrop is to continuously strive to provide innovative and proactive services that enhance our authentic way of life to achieve our vision."

GOVERNANCE: (Cont'd.)

The City Council of Bastrop has made a major commitment to preparing the City for anticipated growth through the adoption of a new Comprehensive Plan, the Building Bastrop Initiative and the adoption of a Five-Year Operational Plan.

In 2016, the Bastrop City Council adopted a Comprehensive Plan that outlines a strategic blueprint for addressing the physical and economic needs of the community. It provides a framework for a managed growth approach to development, while protecting the historic character and natural features unique to Bastrop. The Building Bastrop Initiative is based on the vision set forth in this Comprehensive Plan and was initiated by the most recent Council to prepare the City for future growth. A complete plan document can be found on the City's website at www.cityofbastrop.org.

The City Council from the start of this process was committed to complete transparency and provided a variety of means for the community to be involved in the Building Bastrop Initiative. These efforts have won awards from the Texas Chapter of the American Planning Association. It is important to note that the new development code is based upon form-based code principles.

The Five Year Operational Workplan is organized around nine focus areas which are as follows:

Authentic Bastrop-Maintain and enhance our historic community feel by leveraging the combination of community, cultural, and recreational assets that make Bastrop a special place to live and work.

Communication-Support and enhance open two-way communication between the City and its residents and businesses.

Community Safety-Keep citizens, businesses, and visitors safe.

Economic Vitality-Create sustainability by leveraging infrastructure renewals and investment, enhancing public/private partnerships, and fostering an inclusive and diverse environment that encourages entrepreneurial ventures and tourism.

Fiscal Responsibility-Prepare and manage budget; fiduciary responsibility.

Manage Growth-Plan for and manage growth, development, and redevelopment to maintain Bastrop's authentic feel and character.

Multi-Modal Mobility-Improved mobility for all modes of transit to integrate the community through connectivity.

Organized Excellence-Organize governance; progressive operational policies and procedures; employee and citizen volunteer recognition.

Unique Environment-Continue beautification of natural areas, parks, river, and landscape.

The City Council is very committed to these focus areas which have been designated to help prepare the City for the anticipated growth and will be seeking a City Manager who is able to learn the community and manage this effort successfully.





THE POSITION:

Under the administrative direction of the City Council, the City Manager performs the duties of Chief Administrative Officer in the administration of all services, affairs and programs of the City. He/She provides administrative direction and guidance to City departments; ensures the financial integrity of the City; establishes and monitors internal controls and coordination of City programs; prepares long and short-term strategic plans to meet organizational and developmental needs of the City; and performs duties specified in the City Charter and/or required by City Council.

The City Manager oversees the operations of an organization with a Fiscal 2019-2020 Operating Budget of \$54,781,078. The Hotel-Motel Tax Fund, which accounts for revenues generated by the hotel occupancy tax, has \$3,236,312 in annual revenues which meets the designated expenditures plus debt payments on the Convention and Event Center and related facilities. The City has 150 full time employees, organized into several departments: General Government including Legislative, Organizational, City Manager, City Secretary, Finance, Human Resource, Information Technology, Public Works and Building Maintenance; Public Safety including Police, Fire and Court; Development Services including Planning, Engineering/Building Inspection and Building Inspection; Community Services including Parks and Library; Bastrop Power & Light; Water; and Wastewater. Aqua Water Supply

Corporation supplies drinking water to the unincorporated areas around Bastrop and the City has recently reached an agreement with Aqua for reciprocal emergency connections. Solid waste collection and disposal is provided by a contractor. The City has adopted a 1/2 cent Type B economic development sales tax.

The City of Bastrop is in a very strong financial position, with a bond rating for GO Bonds at AA. The bond rating for Revenue bonds is AA-. For the past seven years the City has prepared a Comprehensive Annual Financial Report (CAFR) meeting Governmental Accounting Standards Board (GASB) requirements. The City has also received the Distinguished Budget Award from GFOA and a Transparency Star from the Texas State Comptroller. Bastrop is an active partner with Elgin and Smithville in the BEST regional organization.

PERSONAL QUALITIES:

In discussing their desired qualities for the next City Manager, City Council Members indicate an interest in a person with strong leadership and interpersonal skills who can assist the Council in maintaining the quality services the City's residents have grown accustomed to, as well as preparing the City for the anticipated growth in the area. He or she should have the ability to build coalitions to accomplish the vision of the City Council, taking care to encourage a consensus that is derived by consideration of all input. The next City Manager should also have the following additional knowledge, skills or abilities:

- An ability to recruit, select, develop, and motivate the City staff to achieve high performance while encouraging and creating a "customer friendly" environment.
- A record of evaluating the effectiveness of municipal operations and personnel while demonstrating effective delegation skills and holding people accountable for results.
- A proven record as a team player who applies personal ethics that reflect honesty and integrity in all relationships to establish an example to staff and citizens.
- A history of being fiscally conservative, with a working knowledge of municipal financial management and experience in preparing a budget of similar size and complexity to the City of Bastrop.
- Knowledge of recent legislative changes that provide challenges to circumstances surrounding municipal budgeting. A proven ability to manage the complexities brought on through issues like Senate Bill 2 is preferable.
- A demonstrated ability to implement ideas by recognizing and involving stakeholders in decision-making.



PERSONAL QUALITIES: (Cont'd.)

- Familiarity with successful economic developmental practices, particularly familiarity with economic development tools authorized for Texas cities including the Type B economic development sales tax. The ability and willingness to develop a solid, collaborative working relationship with the director of the EDC.
- A reputation for being a good listener who is approachable and has an ability to communicate successfully with employees at all levels of the organization.
- An “out of the box” thinker who looks for creative solutions to challenges with collaborative coordination.
- The ability to see the “big picture” and anticipate the future impact of decisions.
- Knowledge of and/or experience with form-based codes is a big plus.

The City Council is seeking candidates who would see the City of Bastrop City Manager position as a great long-term career opportunity and the City as an exceptional place to live, someone who would look forward to becoming an active member of the community.

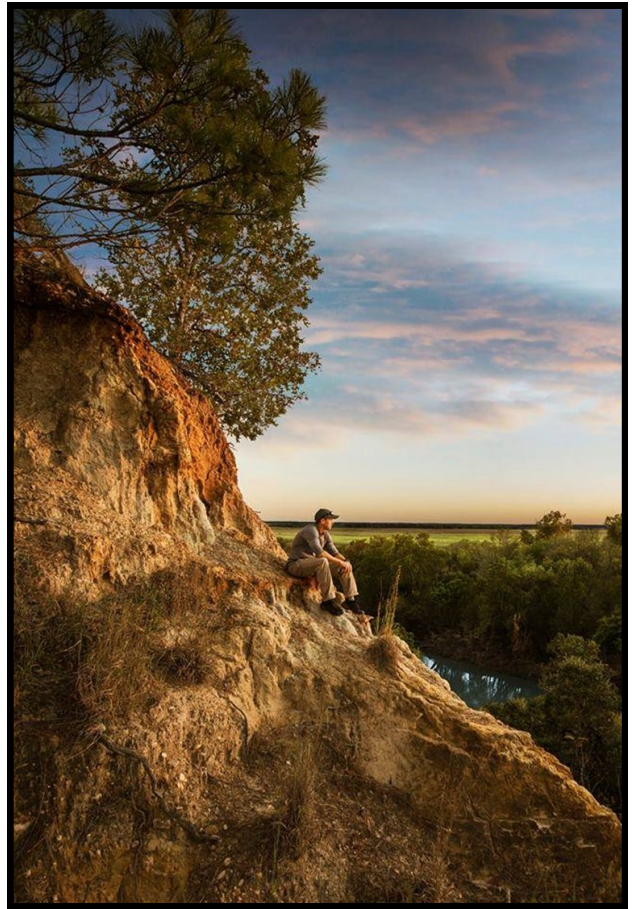
Council Priorities:

The City Council will expect the new City Manager to give priority to the following issues:

Focus Areas - The City Council’s Five Year Operational Workplan is organized around nine focus areas as described above. Their recent evaluation indicated much progress had been made in six of the focus areas - Managed Growth, Community Safety, Economic Vitality, Multi-Modal Mobility, Uniquely Bastrop and Unique Environment. The City Council will expect that the new City Manager become familiar with the Building Bastrop process and the Operational Workplan. They will want the new City Manager to give priority attention to the Communication, Fiscal Responsibility and Organizational Excellence areas. The City Manager should develop a strategy for addressing these areas as well as for continuing the City staff efforts in the other six areas and for reporting progress to the Council through quarterly meetings.

Water and Wastewater System Capital Improvement Program - The City has embarked on a major capital program to bring its water and wastewater systems up to date. This \$60 million capital program will add four new wells and new water treatment and wastewater treatment plants to meet the City’s current and future needs. The City Council will expect the new City Manager to become familiar with this program and ensure the projects are completed on time and within budget.

Main Street Improvements - The Main Street Rehabilitation Project is the first Capital Improvement Project to be built under the Building Bastrop name. This project encompasses sidewalk improvements or additions from Farm to Water Street, along with roadway resurfacing from Spring to Water Street. The upgrades will include the installation of street trees, widening of the walkways, installing new streetlights, and providing a planting strip. The project is underway with project completion set for late summer with landscaping installation occurring in the early fall. Again, the City Council will expect the new City Manager to become familiar with this project and ensure its completion on schedule and budget.



MINIMUM QUALIFICATIONS:

Bachelor's degree from an accredited college or university with major coursework in Government, Public Administration, Business, or related field. Ten years of progressively responsible management and administrative experience in a municipal government. Five years of the required experience must have been at a senior executive management level in a full-service city. Master's degree in public administration, business administration or a related field, preferred.

Possession of a valid Class C Texas Driver License with a satisfactory driving record.

Certified Public Manager preferred.

The City Charter requires the City Manager to reside in the City during his/her term in office. If the successful applicant is not a resident of Bastrop at the time of appointment, he/she will need to relocate within a reasonable time.

COMPENSATION:

The competitive compensation package is negotiable depending upon the background and qualifications of the person selected. The City has a generous benefits program including Texas Municipal Retirement System (6% 2:1 match), health and life insurance, paid vacation, education pay, sick leave and holidays.

TO APPLY:

Send an electronic version of your current resume, salary history and a list of ten work-related references with phone numbers to G. Chris Hartung at jobsearch@chcpublicsectorsolutions.com. The first review of candidates will be May 1, 2020. It is anticipated that finalists will be referred to the City Council in late June for interviews in Bastrop.

Applicants for this position selected as finalists will be subject to a background review prior to interview. Under the Texas Public Information Act, information from your resume may be subject to release to the public.



CHRIS HARTUNG
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