



## STAFF REPORT

**DATE:** **November 19, 2019**  
**TO:** **Jose Segarra, Mayor**  
**FROM:** **Eva Bark, Executive Director of Human Resources**  
**SUBJECT:** **Appointment of a City Manager**

### **BACKGROUND AND FINDINGS:**

On June 19, 2019, Ronald Olson submitted his letter of retirement as City Manager of the City of Killeen, Texas, effective October 1, 2019.

Human Resources sought bids from executive search firms and signed an agreement with Strategic Government Resources (SGR) on July 16, 2019. SGR distributed a recruiting brochure nationwide.

The firm solicited twenty-nine (29) candidates, and then sent questionnaires to eight (8) of those candidates. On October 3, 2019, the City Council narrowed the candidates to four (4) finalists.

On November 1, 2019, the finalists participated in a City tour, and interviewed with the City's Administrative Leadership Team and with the citizens' interview panel, selected by the City Council, followed by a citizens' reception. On November 2, City Council interviewed the four finalists and a consensus was reached to offer the position of Killeen City Manager to James Kent Cagle and to approve the attached employment agreement.

### **THE ALTERNATIVES CONSIDERED:**

Alternatives are: (1) to not approve the appointment of James Kent Cagle as the City of Killeen's City Manager; or (2) to approve the appointment of James Kent Cagle as the City of Killeen's City Manager.

### **Which alternative is recommended? Why?**

Staff recommends the second alternative, approving the appointment of James Kent Cagle. Mr. Cagle brings more than 18 years of city management experience in a 32-year local government career. He most recently served in the top post for the City of Leander from November 2011 to May of this year. He was city manager of the City of Duncanville from 2001 to 2011 following four years as assistant city manager. Previous positions include director of budget and risk management for the City of Carrollton and senior budget analyst for the City of Plano. Mr. Cagle earned a Master of Public Administration and a Bachelor of Arts in Political Science from Texas Tech University.

**CONFORMITY TO CITY POLICY:**

This action is uniformed to city policy.

**FINANCIAL IMPACT:**

**What is the amount of the expenditure in the current fiscal year? For future years?**

The agreement specifies an annual salary of \$210,000.00, an annual automobile allowance of \$7,200.00, and relocation and interim housing assistance of \$5,000.

**Is this a one-time or recurring expenditure?**

The salary and automobile allowance will recur annually. The relocation and interim housing allowance is a one-time expense.

**Is this expenditure budgeted?**

Yes.

**If not, where will the money come from?**

N/A

**Is there a sufficient amount in the budgeted line-item for this expenditure?**

Yes, in the personnel service accounts 610-0200-413-4005 through 610-0200-413-4089.

**RECOMMENDATION:**

Staff recommends that the City Council appoint Mr. James Kent Cagle to be the Killeen City Manager and approve the attached employment agreement.

**DEPARTMENTAL CLEARANCES:**

Finance  
City Attorney

**ATTACHED SUPPORTING DOCUMENTS:**

Cagle Résumé  
Agreement