



STAFF REPORT

DATE: May 7, 2019
TO: Ronald L. Olson, City Manager
FROM: Eva Bark, Executive Director of Human Resources
SUBJECT: Appointment of an Executive Director of Recreation Services

BACKGROUND AND FINDINGS:

The Executive Director of Community Services position became vacant on April 26, 2019. Prior to posting, the City Manager requested a title change for this position from Executive Director of Community Services to Executive Director of Recreation Services.

Human Resources immediately began the recruiting process for an Executive Director of Recreation Services through the following recruitment postings: HR posted the vacancy notice on the City of Killeen, the Texas Municipal League (TML), and the Texas Recreation and Parks Society (TRAPS) websites. HR received thirty (30) applications of interest and identified seven (7) candidates to interview.

On April 15th, City Management, Human Resources, and the executive staff interviewed seven candidates.

Mr. Olson has extended a Conditional Letter of Employment to Joseph Brown as the Executive Director of Recreation Services with employment commencing on May 15, 2019, pending the City Council's confirmation of the appointment.

Mr. Brown attended Ohio State University where he earned a bachelor's degree in Communications while playing football. After college, Mr. Brown played professional football for two seasons. When he left the NFL, he enlisted in the U.S. Army, where he served as a sergeant in a special operations unit.

After the military, Mr. Brown enrolled at Arkansas State University and earned a Master's degree in Marketing and Communication in 2010.

Mr. Brown began his Parks and Recreation career as the Athletic Coordinator and later the Recreation Superintendent for the City of Harker Heights. He then served as the Director of Parks and Recreation in Reynoldsburg, Ohio, and the Director of Parks and Recreation in Fairview Park, Ohio. Most recently he served as the Director of Parks and Recreation/Deputy City Manager for the City of Copperas Cove.

Mr. Brown's offer of employment is conditioned upon the following:

- Selection confirmation by the Killeen City Council

- Commencing employment on May 15, 2019

THE ALTERNATIVES CONSIDERED:

Alternatives are: (1) to repost the vacancy and restart the recruitment process. (2) to approve the appointment of Joseph Brown as the City of Killeen's Executive Director of Recreation Services.

Which alternative is recommended? Why?

Staff recommends the second alternative, to approve the appointment of Joseph Brown. Mr. Brown brings nine (9) years of parks and recreation experience, with seven in executive leadership roles.

CONFORMITY TO CITY POLICY:

This action conforms to city policy. Executive director appointments are subject to approval by the City Council pursuant to Section 29 of the City Charter.

FINANCIAL IMPACT:

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

The annual base salary of the position is \$120,553, plus benefits and a \$3,000 annual car allowance. The prorated amount through the end of the fiscal year is estimated at \$56,747 and funds are available in the recreation services budget.

Is this a one-time or recurring expenditure?

This is a recurring expenditure.

Is this expenditure budgeted?

Yes, in the salary and benefit accounts of the Recreation Services budgeted funds.

If not, where will the money come from?

N/A

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

Yes.

RECOMMENDATION:

Staff recommends that the City Council approve the City Manager's appointment of Joseph Brown as the City of Killeen's Executive Director of Recreation Services.

DEPARTMENTAL CLEARANCES:

- City Attorney
- Finance

ATTACHED SUPPORTING DOCUMENTS:

Résumé