



## STAFF REPORT

**DATE:** January 4, 2022

**TO:** Kent Cagle, City Manager

**FROM:** Eva Bark, Executive Director of Human Resources

**SUBJECT:** Appointment of an Executive Director of Development Services

### **BACKGROUND AND FINDINGS:**

On November 12, 2021, the position of the Executive Director of Development Services became vacant.

On November 3, 2021, Human Resources posted the vacancy on the City's website, the Texas Municipal League, American Planning Association, and Texas American Planning Association websites. The City solicited twelve (12) applications and narrowed the candidates to four (4) finalists. In-person interviews took place on November 29 and 30, 2021 and December 10, 2021 with a panel of City leadership.

Mr. Cagle extended a conditional job offer to Mr. Edwin Revell. Mr. Revell comes to Killeen with over twenty (20) years of municipal experience. Mr. Revell has worked his entire career with the City of Birmingham, Alabama. He began as an intern with the City of Birmingham while in college and then secured a job with the City of Birmingham in September 2000 as a Flood Plain Administrator/Civil Engineer. He performed this job for eight (8) years. Then he held the position of Stormwater Administrator/Flood Plan Administrator for five (5) years and was promoted to Deputy Director of Planning Engineering and Permits, where he served for another five (5) years. Most recently he served as the Director of Planning, Engineering, and Permits with the City of Birmingham for three (3) years.

Mr. Revell received his Masters of Science in Civil Engineering from the University of Alabama at Birmingham and his Bachelors of Science in Civil Engineering also from the University of Alabama at Birmingham. In addition, Mr. Revell is a certified Floodplain Manager.

Mr. Revell's job offer is conditioned upon the following:

- Selection confirmation by the Killeen City Council
- Commencing employment on February 7, 2022

### **THE ALTERNATIVES CONSIDERED:**

Alternatives are: (1) to disapprove the appointment of Edwin Revell as the City of Killeen's Executive Director of Development Services. (2) to approve the appointment of Edwin Revell as the City of Killeen's Executive Director of Development Services.

**Which alternative is recommended? Why?**

Staff recommends the second alternative, to approve the appointment of Edwin Revell. Mr. Revell brings over twenty (20) years of progressively responsible experience in planning and development, economic development, business development, strategic planning, and municipal government.

**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 \$152,250, plus benefits and a \$3,000 annual car allowance. In addition, the offer includes a relocation allowance up to \$10,000 for reimbursement. The prorated amount through the end of the fiscal year is estimated at \$138,482.

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

Recurring

**Is this expenditure budgeted?**

Yes, funds are available in the General Fund Development Services salary and benefit accounts 010-4051-450.40-05 thru 010-4051-450.40-89.

**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 Edwin Revell as the City of Killeen's Executive Director of Development Services.

**DEPARTMENTAL CLEARANCES:**

City Manager  
City Attorney offices  
Finance

**ATTACHED SUPPORTING DOCUMENTS:**

Resume