



City of Killeen

Legislation Text

File #: RS-24-041, Version: 1

Consider a memorandum/resolution approving the appointment of an Executive Director of Public Works.

DATE: February 20, 2024

TO: Kent Cagle, City Manager

FROM: Eva Bark, Executive Director of Human Resources

SUBJECT: Appointment of an Executive Director of Public Works

BACKGROUND AND FINDINGS:

On January 12, 2024, the position of Executive Director of Public Works for the City of Killeen became vacant. The city started the recruitment process for Executive Director of Public Works on December 22, 2023. During the interim, Mr. Jeffery Reynolds, inquired to return to the position. Mr. Reynolds resigned on January 12, 2024, in good standing. He was an outstanding Executive Director, and already has the institutional knowledge of the job. Therefore, the City Manager extended a conditional offer of employment to Jeffery Reynolds for the Executive Director of Public Works to oversee Solid Waste, Water & Sewer, Transportation, and Mowing and Drainage operations. Mr. Reynolds had been employed with the City of Killeen since March 31, 2014. His first assignment with the city was as the Mowing and Drainage Manager, then he was promoted to Director of Solid Waste. After diligently serving Solid Waste, he was again promoted to Assistant Director of Public Works and thereafter formerly served as the Executive Director of Public Works.

Mr. Reynolds graduated from Columbia Southern University with a bachelor's degree in business management and marketing. Mr. Reynolds has over thirty (30) years of experience with sales, communication systems, electronics, and management. He served twenty-one (21) years in the military and previously worked as a Field Engineer for the Persistent Threat Detection System with Lockheed Martin and as an Environmental Services Supervisor for the United States Environmental Services.

Mr. Reynolds' offer of employment is conditioned upon selection confirmation by the Killeen City Council, with employment commencing employment on March 11, 2024.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

N/A

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 revenue/expenditure in the current fiscal year? For future years?

The Executive Director of Public Works proposed annual salary is \$157,209.31, plus associated wage-based benefits and a \$3,000 annual car allowance. This is the same salary he was making when he resigned on January 12, 2024.

Is this a one-time or recurring revenue/expenditure?

Recurring

Is this revenue/expenditure budgeted?

Yes, funds are available in the General Fund Public Works Administration salary and benefits accounts 010-3430-431.40-05 through 010-3430-431.40-89.

If not, where will the money come from?

N/A

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

Yes

RECOMMENDATION:

Staff recommends that the City Council approve the appointment of Jeffery Reynolds as the Executive Director of Public Works.

DEPARTMENTAL CLEARANCES:

City Manager
Legal
Finance

ATTACHED SUPPORTING DOCUMENTS:

Resume
Presentation