



# **CITY MANAGER**

## **City of Liberty**

### **Texas**

Position Marketed by  
Clear Career Professionals  
[www.clearcareerpro.com](http://www.clearcareerpro.com)



Clear Career Professionals

# LOCAL LIFESTYLE

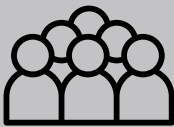
Liberty, Texas, situated between Houston and Beaumont, offers a harmonious blend of historical significance and modern amenities. As the county seat of Liberty County, the city provides residents with a close-knit community atmosphere while maintaining convenient access to urban centers. Families are drawn to Liberty for its strong educational system, rich cultural heritage, and diverse recreational opportunities.

The Liberty Independent School District (LISD) is dedicated to fostering academic excellence and personal growth among its students. The district is renowned for its supportive learning environment and a wide array of extracurricular programs. A highlight of LISD's athletic achievements is the Liberty High School Lady Panthers softball team, which has secured multiple state championships. Notably, the team clinched the Class 4A state title in 2021 and successfully defended it in 2022, underscoring the district's commitment to excellence in both academics and athletics.

Liberty is home to the Sam Houston Regional Library and Research Center, a repository of Southeast Texas history. The center houses extensive archives and exhibits that chronicle the region's past, making it a valuable resource for historians and the public alike. Within its grounds stands the Jean and Price Daniel Home and Archives, a near-replica of the Texas Governor's Mansion. Constructed in 1983, this Greek Revival-style home was built using the original architectural plans of the Governor's Mansion, offering visitors a unique glimpse into Texas's gubernatorial history.

The Liberty Municipal Library serves as a community hub, offering a range of resources and programs for all ages, from children's story hours to educational workshops for adults. Families can enjoy Liberty Municipal Park, which features playgrounds, picnic areas, and walking trails—an ideal setting for outdoor gatherings. Additionally, the city's strategic location along the Trinity River presents opportunities for boating and fishing, appealing to outdoor enthusiasts.

Golf enthusiasts will appreciate the Liberty Municipal Golf Course, one of the finest nine-hole courses in Texas. Originally designed by Ralph Plummer, this tree-lined course offers challenges for all skill levels with its thoughtful layout and small greens. A recent renovation, completed in 2023, introduced 30 new USGA-spec bunkers and enhanced drainage, ensuring excellent playing conditions year-round. The course also features a driving range and a pro shop stocked with top golf brands, making it a premier destination for both casual and avid golfers.



Population  
8,931



Median Income  
\$57,962



Median Home Value  
\$265,000

# WORKPLACE CULTURE

Liberty, Texas, fosters a collaborative and community-oriented workplace culture dedicated to high-quality public service and responsiveness to resident needs. City employees across departments share a commitment to enhancing Liberty's quality of life, prioritizing customer service and an innovative approach to problem-solving. Employees are encouraged to engage actively with the community, supporting civic events, contributing to local initiatives, and fostering a welcoming environment that strengthens resident relationships and trust. This customer-first approach reflects Liberty's dedication to being a city that listens to its people, addresses their needs, and works proactively to maintain a high standard of living.

The City Council plays a crucial role in shaping and supporting this culture. Liberty's City Council is composed of experienced and long-serving members, providing a stable and consistent approach to governance. With multiple members serving repeated terms, the Council has maintained continuity in leadership that translates into clear and sustained policy direction, positively impacting both staff and residents. This consistency allows for long-term strategic planning, clear communication, and a unified vision for Liberty's growth and community well-being. The Council's steadfast commitment to Liberty's success creates a solid framework within which the new City Manager will lead.

This executive opportunity has arisen due to the retirement of Liberty's long-serving City Manager, whose tenure has established a strong foundation for success. The incoming City Manager will have the unique opportunity to build on these strengths, further enhancing a culture of responsiveness, integrity, and progress for Liberty's residents.



# THE POSITION

The City Manager of Liberty, Texas, serves as the chief executive officer for the city, overseeing a municipal workforce of 110 full-time employees and managing an annual budget of \$12,170,282. Reporting directly to the City Council, the City Manager is responsible for implementing Council policies, directing city operations, and ensuring that municipal resources are efficiently allocated to meet the community's needs.

This role requires a leader with a strategic outlook and extensive experience in public administration, particularly in areas such as budget management, infrastructure planning, and community development. The City Manager must exhibit a high level of fiscal responsibility, ensuring that all budgetary decisions align with the city's long-term financial stability and growth objectives. Given Liberty's focus on public service excellence, the City Manager should prioritize a customer-oriented approach, fostering a workplace culture that values transparency, accountability, and responsiveness to residents.

Additionally, the City Manager will oversee Liberty's electric utility, a vital component of city operations, requiring a commitment to maintaining reliable service and infrastructure. The City Manager must work effectively with Liberty's long-standing and cohesive City Council, known for its stability and commitment to consistent governance. This relationship is key to advancing the city's strategic projects, including infrastructure improvements and economic initiatives that enhance the quality of life for Liberty's residents. Strong communication skills and the ability to engage with diverse stakeholders are essential, as the City Manager will frequently interact with Council members, city staff, and the public to build consensus and drive initiatives forward.



# THE IDEAL CANDIDATE

The ideal candidate for the City Manager position in Liberty, Texas, will be a strategic and experienced leader capable of managing the city's complex needs. This role requires a proactive approach to economic development and a strong focus on infrastructure, including addressing challenges related to aging roads, water systems, and flood management. Additionally, the City Manager will oversee Liberty's municipal electric utility and golf course operations, requiring knowledge of utility management and recreational services. The City Council values a leader with excellent communication skills who can foster strong intergovernmental relations, particularly with county, state, and regional partners, and who can advance the city's economic vitality.

The City Manager will also need a high level of customer service focus, ensuring that both staff and citizen concerns are addressed transparently and effectively. Familiarity with Liberty's emergency management needs, particularly in hurricane and flooding response, is essential. Building and maintaining trust with the Council and community, as well as implementing a long-term vision for city improvements, will be key to success in this role.

## Required Qualifications

- Bachelor's Degree in Public Administration, Business Administration, or a related field (Master's Degree preferred).
- Minimum of seven years of progressively responsible experience in local government, including service as a City Manager or Assistant City Manager.
- Strong background in municipal finance, budgeting, and infrastructure planning.
- Proven experience in emergency management, particularly in flood response.
- Valid driver's license and U.S. citizenship.

## Preferred Characteristics

- Skilled leader, with a focus on integrity, empathy, and approachability.
- Expertise in managing municipal utilities, with a clear understanding of service reliability and operational efficiency.
- Familiarity with golf course operations, including management and revenue generation.
- Experience in fostering economic growth to enhance community vitality and attract new business.
- Strong background in building collaborative relationships with diverse stakeholders, including intergovernmental agencies.
- A visionary approach with a commitment to sustainable growth and long-term infrastructure planning.
- Active in the community, able to foster a positive workplace culture, and adept at developing succession plans for key roles.

# COMPENSATION AND BENEFITS

The City of Liberty is offering a competitive salary range of \$150,000 to \$175,000 for the City Manager position, based on experience and qualifications. In addition to the salary, the position includes a vehicle stipend and comprehensive benefits. Liberty provides 100% paid medical insurance for employees and contributes to a portion of dependent coverage.

The benefits package also includes paid holidays, sick leave, vacation leave, and long-term disability coverage. Liberty participates in the Texas Municipal Retirement System (TMRS), which offers a 7% employee contribution matched 2:1 by the city, supporting a secure retirement plan for its employees.

This compensation package reflects Liberty's commitment to attracting a skilled, dedicated leader for this vital role in guiding the city's future growth and development.



# HOW TO APPLY

The position is open until filled.

First Review Deadline: 5 p.m. Wednesday, December 4, 2024

Please email your cover letter and resume in .pdf format to [applyliberty@clearcareerpro.com](mailto:applyliberty@clearcareerpro.com)

Faxed and mailed submissions will not be considered.

For more information on this position contact:

Michael Boese, President

[michael@clearcareerpro.com](mailto:michael@clearcareerpro.com)

[\(972\)837-0916](tel:(972)837-0916)

Candidate materials will be screened in relation to the criteria described in this brochure. Candidates deemed to be the most highly qualified will be invited to participate in the selection process. The selection process will include virtual interviews with the most qualified candidates and final interviews with the City and its representatives. Appointment is subject to completion of a thorough background and reference verification.

## RESOURCES

Liberty City Website: <https://www.cityofliberty.org/>

Liberty County Website: <https://www.co.liberty.tx.us/>

Liberty ISD Website: <https://www.libertyisd.net/>

Golf Course: <https://www.libertygolfcourse.com/>



*The City of Liberty is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, genetic information, or any other status protected by law or regulation. It is the City's intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors.*