

# CITY MANAGER

City of Kingsville,  
Texas



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# LOCAL LIFESTYLE

Nestled in the heart of South Texas, Kingsville is a vibrant city where history, and innovation come together. As the county seat of Kleberg County, Kingsville offers a high quality of life with a warm, welcoming community. Deeply rooted in Texas heritage, the city blends Hispanic and Texan traditions to create a unique and dynamic cultural experience. Home to the world-famous King Ranch, one of the largest and most historic ranches in the United States, Kingsville continues to embrace its legacy of agriculture and ranching while also benefiting from the presence of Naval Air Station Kingsville, a premier tactical fighter training base for the U.S. Navy.

Kingsville's economy is shaped by a diverse mix of industries, including education, government, defense, and agriculture. The city's largest employers include Texas A&M University-Kingsville, the Kingsville Independent School District, Naval Air Station Kingsville, Kleberg County, and the U.S. Border Patrol. The presence of these institutions ensures economic stability while also fostering opportunities for professional growth, research, and public service. Additionally, the city is home to a variety of manufacturing, retail, and healthcare businesses that support local employment and commerce.

Education is a cornerstone of the Kingsville community, with three accredited school districts providing exceptional learning opportunities for students. The city is also home to Texas A&M University-Kingsville, a research-driven institution known for its contributions to agriculture, engineering, and environmental sciences. As the university approaches its centennial celebration in 2025, it remains a vital part of the city's identity, fostering a vibrant college-town atmosphere and contributing to the local economy and cultural landscape.

Recreational opportunities abound in Kingsville, with parks, nature preserves, and open spaces providing ample opportunities for outdoor activities. The region is a haven for birdwatchers, as migratory birds make their way through South Texas each year. Hunting and fishing enthusiasts will also find world-class opportunities just minutes from town.

Conveniently located with a well-connected highway system, Kingsville offers easy access to major Texas cities, with Corpus Christi just a short drive away. The Kleberg County Airport serves local aviation needs, ensuring accessibility for residents and visitors alike. Despite its close proximity to larger metropolitan areas, Kingsville maintains a close-knit, small-town charm.



Population  
24,586



Median Income  
\$51,963



Median Home Value  
\$185,000

# WORKPLACE CULTURE

Kingsville operates under a Commission-Manager form of government, where the Mayor and four Commissioners set policies and provide strategic direction, while the City Manager oversees daily operations and ensures the efficient delivery of municipal services. The Mayor and Commissioners are elected to four-year terms, with elections held in May, ensuring continuity and stable leadership. Kingsville's long-serving Mayor brings extensive experience and a deep commitment to the city's growth, working alongside the Commission to guide Kingsville's future.

A strong and engaged City Manager will play a pivotal role in implementing the Commission's vision, maintaining financial stability, and fostering a collaborative workplace culture. The City Manager leads a team of dedicated municipal employees, ensuring that city operations run efficiently and effectively. Kingsville's workplace culture values innovation, responsiveness, and transparency, creating an environment where employees feel supported and empowered to serve the community.

Beyond City Hall, the City Manager is expected to be a visible and engaged leader, building relationships with key community stakeholders, including Texas A&M University-Kingsville, Naval Air Station Kingsville, Kleberg County, the King Ranch, and local businesses. A successful City Manager will embrace Kingsville's unique character, strengthen partnerships, and drive forward-thinking initiatives that enhance the city's quality of life.

Kingsville offers a professional environment where leadership, integrity, and collaboration are valued.



# THE POSITION

The City Manager of Kingsville serves as the chief executive officer of the municipal government, operating under the policies and guidance of the City Commission. This pivotal role involves directing daily operations, implementing Commission-established policies, and ensuring the efficient delivery of services to the community. Appointed by and serving at the discretion of the City Commission, the City Manager is instrumental in shaping the strategic direction and operational effectiveness of Kingsville's government.

As the key administrator, the City Manager is responsible for translating the City Commission's policies into actionable plans, overseeing their execution across all city departments to ensure alignment with the city's goals. Kingsville's municipal organization consists of 301 full-time equivalent positions, including 211 non-civil service staff, 50 sworn police officers, and 40 civil service firefighters. The City Manager leads a team of department directors, fostering a collaborative and efficient work environment that prioritizes innovation, transparency, and service excellence. Financial stewardship is a critical aspect of the City Manager's role.

The City's Fiscal Year 2024-2025 budget is approximately \$116 million, reflecting a steady commitment to maintaining financial stability and enhancing city services. Managing fiscal operations, developing annual budgets, and ensuring responsible use of public funds are key priorities for this role. Additionally, the City Manager oversees capital improvement projects, such as street repairs, drainage initiatives, and utility upgrades, ensuring that infrastructure investments align with Kingsville's long-term needs.

Beyond City Hall, the City Manager is an active representative of Kingsville, engaging with key stakeholders such as Texas A&M University-Kingsville, Naval Air Station Kingsville, Kleberg County, and local businesses. Strong intergovernmental relations and community partnerships are essential for fostering economic development and ensuring that Kingsville remains a thriving and competitive city.

Equally important is the City Manager's role in fostering a workplace culture that prioritizes collaboration, employee development, and community service. By building strong relationships with city staff, engaging with residents, and ensuring transparency in decision-making, the City Manager will help create a responsive and innovative municipal organization. This role requires a leader who is visible in the community, proactive in addressing challenges, and committed to making Kingsville a great place to live, work, and invest in for years to come.

# THE CITY MANAGER WE'RE LOOKING FOR

Kingsville seeks a strategic and experienced City Manager with a strong background in municipal finance, infrastructure planning, and capital improvements. This leader must be financially savvy, politically astute, and community-focused, with the ability to manage a comprehensive Capital Improvement Program and oversee major public works and infrastructure projects. The City Manager must be skilled in economic development, long-term planning, and intergovernmental relations, collaborating with elected officials, department heads, and key stakeholders such as Texas A&M University-Kingsville, Naval Air Station Kingsville, the King Ranch, and Kleberg County. The ideal candidate will be a visible and approachable leader, fostering innovation, transparency, and accountability in city operations.

## Minimum Qualifications:

- Bachelor's degree in public administration, business administration, finance, or a related field.
- At least seven years of progressively responsible municipal management experience, including five or more years in a senior leadership role in a community of similar size and complexity or larger.
- Strong financial management skills, including budget development, capital planning, and fiscal oversight.
- Ability to work effectively with elected officials, staff, and community stakeholders.
- Demonstrated leadership and team-building abilities, fostering a collaborative workplace culture.
- Relevant experience in leadership, public administration, infrastructure oversight, or related fields may be considered in lieu of formal education or direct municipal experience.

## Preferred Qualifications:

- Master's degree in public administration, business administration, or a related field.
- A minimum of eight years in executive-level municipal leadership, ideally in a city with similar or greater size and operational complexity.
- Extensive experience in capital improvement planning, infrastructure development, engineering, and public works oversight.
- Proven experience in leading economic development efforts, fostering business retention and expansion, and strengthening the local economy through strategic partnerships and community engagement.

## Residency Requirement:

Per the Kingsville City Charter, the City Manager must establish residency within the city limits.



# COMPENSATION AND BENEFITS

The City of Kingsville is offering a competitive salary range of \$180,000 to \$220,000, depending on qualifications and experience.

The city provides a comprehensive benefits package, including medical insurance with dental and vision options, as well as term life insurance. Employees receive paid holidays, sick leave, vacation leave, and flex leave, ensuring a well-balanced work-life environment.

Kingsville participates in the Texas Municipal Retirement System (TMRS), which includes a 7% employee contribution matched at 1.5:1 by the city, providing a strong foundation for retirement security.

Relocation assistance is negotiable to support a smooth transition for the selected candidate.



# HOW TO APPLY

The position is open until filled.

First Review Deadline: 5 p.m. Monday, June 9, 2025

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

[\(214\) 550-2850 Ext. 4](tel:(214)550-2850)

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

Kingsville City Website: <https://www.cityofkingsville.com/>

Kleberg County Website: <https://www.co.kleberg.tx.us/>

Kingsville ISD Website: <https://www.kingsvilleisd.com/>

A&M University Kingsville Website: <https://www.tamuk.edu/>



*The City of Kingsville 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.*