



CITY MANAGER

BRENHAM, TEXAS



Brenham, the county seat of Washington County and the Birthplace of Texas, is proud of its heritage and traditions. The City was incorporated in 1858 and is a forward-thinking community.

Brenham is located 70 miles northwest of Houston, 80 miles southeast of Austin, and 35 miles south of College Station. We have a population of over 17,863, with a daytime population of over 42,000 - due to local workforce, tourism, and college students.

The quality of life in Brenham tops the list of why residents stay here. It is a great place to live, work, and raise a family. Our historic downtown, beautiful parks, and first-class sports facilities are just a few of the things that make it unique.

Brenham ISD provides a strong educational foundation and works in partnership with Blinn College to prepare area youth for continued educational pursuits or workforce placement. The City partners with other governmental organizations and the business community to ensure students receive the services they need to succeed.

Brenham is one of a handful of municipalities that own and operate all utilities, including electric and gas, within the city limits. The Brenham Municipal Airport was dedicated in 1949 and now includes a 6,003-ft runway. The City has over 200 acres of parkland, including an aquatic center and sports complex. Tourism is a major industry for Brenham with over 125,000 visitors coming to the area annually.

ABOUT BRENHAM

Brenham is a full-service community located midway between Houston and Austin on US-290. The City operates under a Home Rule Charter in a Council-City Manager form of government. The Council consists of a Mayor and six council members. The Council sets the policy for the operation of the government, and the City Manager, appointed by Council, administers those policies. The City Manager is responsible for appointing and supervising the leadership team, and also works closely with the General Manager of Public Utilities who oversees the infrastructure and operations of the City's electric, gas, water, and wastewater systems.

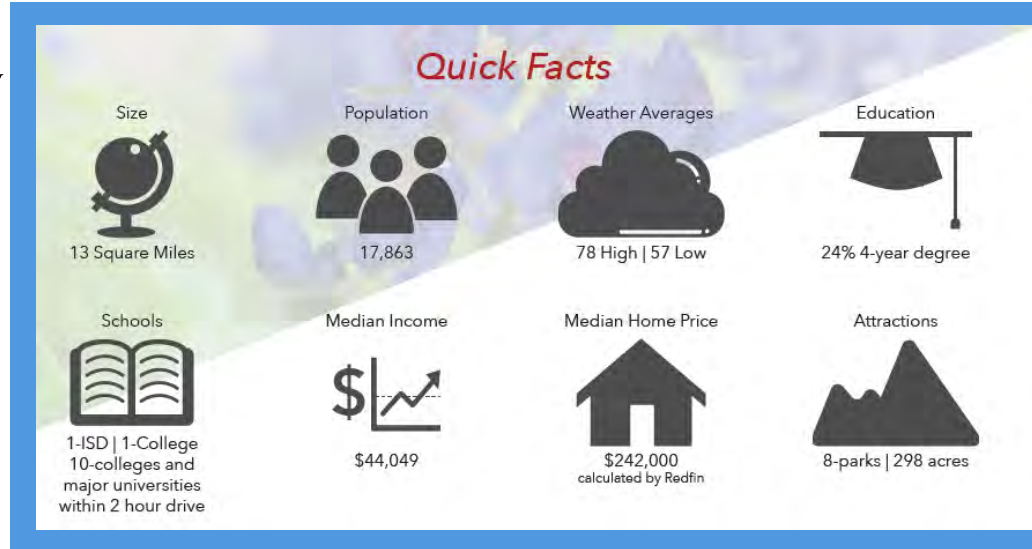
The City of Brenham consists of:

- Full-time equivalent employees: 242
- Annual operations budget of \$89M:
 - \$25M General Fund
 - \$52M Utility Funds



MORE ABOUT BRENHAM

- ▶ Brenham is experiencing significant growth in retail and industrial sectors, with new developments like Brenham Crossings and Market Square attracting esteemed brands. The city is seeing flourishing residential and commercial development, including the addition of new homes, townhomes, and commercial establishments.
- ▶ The City is collaborating with BRW as the architect for the building of Fire Station #2. The City Manager will initiate the recruitment process for a qualified Fire Chief to enhance our firefighting capabilities and community safety.
- ▶ Brenham is also a top destination. Our designations as a Texas Music Friendly and Film Friendly Community reflect our commitment to culture and the arts. We've also received Texas Travel Awards for Iconic Tourist Attraction and Small Market Restaurant.
- ▶ The City Manager will continue the efforts to expand the Water Plant and seek a second water supply to ensure a sustainable water source for our growing population.



THE OPPORTUNITY

The City of Brenham is seeking an experienced, dynamic, and effective municipal city management professional. The City Manager will find Brenham a diverse and progressive City with the challenges and opportunities that are characteristic of a thriving and growing community.



The City Manager should:

- Inspire and motivate others by example.
- Unite the organization with a shared sense of purpose.
- Promote teamwork and create a culture of accountability.
- Delegate responsibility with clarity and articulate expectations.

Ongoing priorities for the City Manager include:

- Taking the city workforce to the next performance level using best practices.
- Promoting continuous improvement at every level of the organization.

The ideal City Manager should be:

- Results-driven, steadfastly strategic, and visionary yet grounded.
- Respectful of Brenham’s heritage and “small town” charm.
- Positioned to facilitate Brenham’s evolution into a livable and sustainable community.
- Skilled in blending the city’s rich past with a bright future.



IDEAL CANDIDATE

The City Council is looking for a manager who is:

- Mature, disciplined, ethical, transparent, inclusive, and collaborative.
- A skilled negotiator and mediator.
- Charismatic with exceptional interpersonal skills.
- Willing to address issues directly and say no when necessary.
- A consensus builder and strategic partner within and beyond the community.
- Strong but humble, assertive but respectful, forceful but tactful, and self-confident without being egotistical.



Building a close, positive, and lasting relationship with the City Council is essential. The ideal candidate should:

- Communicate directly and frankly, positively, and respectfully.
- Be an exceptional listener and communicator.
- Guide the City Council through the decision-making process.
- Be a creator and maintainer of highly productive relationships with state, county, college district, and school district officials.

The City Manager must have the knowledge, skills, and ability to:

- Guide the City Council in cost management strategies and financial policy alternatives.
- Implement creative public and public-private financing strategies.
- Be fiscally responsible with a sound business acumen.
- Ensure true cost-benefit analysis is a component of decision-making.
- Treat the annual budget as both a policy and creative performance guide.
- Promote growth, business, industry, and job creation.
- Ensure City policies are “development and business-friendly” without compromising quality or public safety.

EDUCATION AND EXPERIENCE

Education

- Bachelor's and master's degree in public administration, business administration, or a related field from an accredited college or university is preferred.

Experience

- At least 10 years of progressively responsible municipal government experience is required.
- Two years of experience as an Assistant City Manager or City Manager is required.
- Experience in a full-service city, including electric and/or gas utility is highly desirable.



HOW TO APPLY

This position will remain open until filled. Submissions are due to Human Resources by Thursday, January 25, 2024 to be considered during the first review by City Council. Selected applicants will undergo a drug screen, extensive background check, including a criminal history, and a panel interview.

FOR QUESTIONS OR TO APPLY

With questions, contact Susan Nienstedt, HR Director at snienstedt@cityofbrenham.org.
To apply, online applications and resumes may be submitted at jobs.cityofbrenham.org

COMPENSATION AND BENEFITS

The City of Brenham offers a competitive starting salary depending on qualifications and experience. Also provided is a generous benefits package that includes: a car allowance, phone/data allowance, paid professional dues/development expenses, premium free health insurance (employee and eligible dependents), life insurance, retirement (TMRS at 5%:2 to 1), paid vacation, paid sick leave, and paid holidays.

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