



## THE COMMUNITY

The City of Round Rock, Texas, located 15 miles north of downtown Austin near the Texas Hill Country, is one of the fastest growing and best managed municipalities in Texas. With a population of 102,000, and world headquarters for Dell, Round Rock is a major center of economic development in Central Texas. Round Rock is a vibrant city, and residents enjoy an incredibly high quality of life. According to a 2014 survey, 91 percent of residents are satisfied with the quality of life in Round Rock.

Round Rock is a progressive community, home to international industries, several large shopping centers, major medical facilities, several university complexes, a professional quality golf course, and a minor league baseball team. The City has an award-winning park system and school district, and is one of the safest cities with a population of least 100,000 in the U.S.

## HISTORY

Settlers began arriving in the area in the late 1830s and built Kenney Fort on the south side of Brushy Creek. In 1850, the original town, called Brushy, was established on the north side of the creek near the "round rock." This historic table-shaped rock still marks a Brushy Creek crossing of the famed Chisholm Trail. In 1854, Brushy was renamed Round Rock. The town served as a stop on the Chisholm Trail throughout the 1860s and the early 1870s. In 1876, the residents moved the town about one mile due east to take advantage of the newly constructed International and Great Northern Railroad line (later known as the Missouri Pacific), which bypassed the old town. Round Rock was officially incorporated in 1913. Round Rock's historic district retains many of the buildings that stood at the turn of the last century, and annual events still celebrate and share the City's cultural heritage.

## PARKS AND OUTDOOR RECREATION

Round Rock is only 20-30 minutes away from area lakes, and home to a National Gold Medal park system that includes 34 developed parks spanning more than 1,700 acres and trail corridors. Old Settlers Park offers 570 acres of rolling countryside for local events and festivals (making it one of the largest parks in the region), and is home to Rock' N River Family Aquatic Center, an extremely popular spot for families in the summer. For golf lovers, City-owned Forest Creek Golf Course has been named one of the top five public-play courses in Texas.

## ROUND ROCK EXPRESS

The local Triple-A baseball team is owned by pitching legend Nolan Ryan, and is an affiliate of the Texas Rangers. The Express makes its home at the City-owned Dell Diamond, the nation's top Triple-A ballpark, according to Baseball America. The club was Minor League Franchise of the Year in its first year of play and set attendance records in each of its first five seasons.

# ROUND ROCK CHIEF FINANCIAL OFFICER POSITION PROFILE





# ROUND ROCK

## HEALTHCARE

The residents of Round Rock and surrounding communities in Williamson County are fortunate to have premier, technologically-advanced medical facilities like St. David's Round Rock Medical Center, Scott & White Hospital and Seton Medical Center Williamson in their backyard. These hospitals offer specialized care in many areas of medicine and include state-of-the-art digital diagnostic centers.

## ROUND ROCK ISD

Round Rock Independent School District is consistently ranked among the elite in public education, with some of the finest specialized programs available. More than a dozen Round Rock ISD schools have been named National Blue Ribbon Schools since 1990, and the district continues to receive high marks for excellence across the state and nation.

## HIGHER EDUCATION

There are three higher education institutions with college campuses in Round Rock: Texas State University, Texas A&M Health Science Center and Austin Community College.

## HOUSING

Round Rock offers some of the best housing options in the area. Many neighborhoods are centered around family life, with easily accessible schools, amenity centers, parks and plenty of green spaces. Round Rock also offers a wide range of housing choices, from starter homes to golf-course communities.

## COST OF LIVING

Round Rock residents enjoy one of the lowest property tax rates in the region. Voters dedicated a half-cent sales tax to property tax reduction. Round Rock residents also pay the lowest combined average monthly utility and tax costs in Central Texas, with service that has earned a 91 percent satisfaction rating.

## ACCOLADES

Round Rock has been ranked among America's Best Cities to Live by Money Magazine. In addition, here are some recent accolades Round Rock has received:

- CNBC list of Top 10 Perfect Suburbs. Round Rock ranks No. 8 in communities with affordable homes, good schools, low crime, and a reasonable commute (2011).
- "Safest City in Texas," among cities with populations of 100,000 or greater for the past eight years. (CQ Press, 2012)
- In 2010, Family Circle's annual survey ranked Round Rock among the Top 10 Towns for Families.
- Best place to ride out the recession (Forbes.com, June 2009)
- No. 2 strongest economy in U.S. based on job growth, employment, economic growth and home prices (Austin-Round Rock, Business Week, Oct. 2009)
- No. 4 of 75 for the Top Suburbs in America. (Movato Real Estate Blog 2013)
- No. 1 City in Texas – "Biggest Bang for Your Buck" (SaveOnEnergy.com 2014)



## DEPARTMENT VISION

Provide leadership and direction to maintain the financial stability of the City and prepare for future growth.



## GOVERNANCE AND ORGANIZATION

The City of Round Rock operates under a Council-Manager form of government. The Round Rock City Council is comprised of a Mayor and six City Council Members, all elected at-large, serving three year terms, with no term limits. The City Council appoints the City Manager to manage the day-to-day operations of the organization.

The City has 867 employees and an annual budget for FY2015 of \$152 million. The ad valorem tax rate is \$0.41494 per \$100 valuation.

## FINANCE DEPARTMENT

Responsibility for all of the City's financial activity, including debt management, is centralized in the Finance Department. Core areas include accounting, reporting, payroll, utility billing and collection, purchasing, budget operations, treasury management, and municipal court operations. The Finance Department also administers the Community Development Block Grant (CDBG) program for the City. The City of Round Rock Finance Department is a Platinum Member of the Texas Comptroller Leadership Circle.

### Department Goals for FY2015-2016 and beyond include:

- Continue to identify future services and resource requirements for the Finance Department to accomplish its mission.
- Assist in a comprehensive review of all fees and charges to maximize revenues.
- Provide financial guidance on the projects related to the recent bond election.
- Look for opportunities to diversify revenues that will help with financial stability and growth of the City.
- Continue CDBG programming to focus on neighborhood revitalization. Work with the Neighborhood Coordinator to maximize impact to the revitalization effort. Continue survey process to identify new areas that qualify for CDBG funding.
- Consider enhancing the use of Insite online payment system for Municipal Court.
- Begin reviewing the requirements for the Office of Court Administration (OCA) mandated in-house collections program for cities with populations over 100,000.

## CHIEF FINANCIAL OFFICER

The Chief Financial Officer (CFO) reports directly to the City Manager and is responsible for the City's financial policies, debt management, and the day-to-day operations of the Finance Department and its program divisions.

Within broad policy guidelines established by the City Council and City Manager, the CFO leads the finance and accounting operations of the City in accordance with generally accepted governmental principles, and GASB directives and practices. The CFO, in coordination with the City Manager, establishes the strategic direction for the Department in alignment with City Council priorities and goals.

## DEPARTMENT MISSION

The Finance Department is responsible for financial planning, policy development and administration of the City's financial activities.





## CHIEF FINANCIAL OFFICER, continued

Serving as the principal advisor to the City Manager, Assistant City Managers, Mayor, and City Council, the CFO provides financial and economic analysis and evaluation to bonding and investment decisions and is involved in conducting and negotiating approved bond sales.

The CFO supervises a staff comprised of 63 employees with five (5) direct reports.

## IDEAL CANDIDATE

The Round Rock region has a healthy economy and continues to be one of the fastest growing areas in the U.S. Regional and local population growth has placed pressures on City resources, and the City must respond to this increased demand for services. The CFO will play a key role in assisting the City in securing sufficient funding to adequately provide core operating services in the midst of population growth and tailor City services to better meet the needs and expectations of a larger community.

The City of Round Rock is seeking a progressive finance professional who is a strong leader and has the ability to delegate effectively and to coach, develop, and manage a high performing team. The ideal candidate will demonstrate exceptional interpersonal skills and a commitment to developing positive working relationships with finance staff, the executive team, other departments, City Council members, and outside agencies. The new CFO must have the highest degree of integrity and a strong work ethic, and instilling a deep commitment to both internal and external customer service is critical.

The successful candidate will have outstanding communication skills, with the ability to translate complex financial concepts into clearly understandable information. The ability to make effective presentations to the City Council and the public is essential.

The successful candidate will recognize and address issues outside of the Finance Department in a broad and objective manner, with an eye toward the best interest of the City as a whole. The new CFO should have the ability to navigate in a political environment while remaining politically neutral.

The new CFO should be fiscally conservative and possess the skills and abilities necessary to lead and direct department and division staff members by establishing and implementing goals, objectives, policies and procedures that result in a high level of customer service in carrying out the fiduciary responsibilities of the City of Round Rock.



## VISION FOR ROUND ROCK 2027

- A Family-Friendly Community that is Safe and Distinctive by Design
- The Sports Capital and Major Medical and Educational Destination
- An Authentic Downtown and Choice of Great Neighborhoods



## IDEAL CANDIDATE, continued

The City seeks a CFO who can ensure the financial stability of the organization through prudent and effective management of all funds. A demonstrated proficiency in managing expenditure controls in coordination with budget management and department/division requests is highly desired.

Timely, accurate and cost-effective preparation of the annual City budget is a key function of the CFO position, and the ideal candidate will have proven experience in developing departmental analysis and review processes that deliver a balanced and fiscally responsible program of operations and services to the community.

## EDUCATION AND EXPERIENCE

The person selected as the new CFO must have a Bachelor's Degree in finance, business, or a related field from an accredited college or university, and at least five years of demonstrated experience as a municipal government finance director, including substantial management and supervisory experience. An MPA or MBA is preferred.

It will be important for the new CFO to have senior level management experience in municipal department operations with significant knowledge of GASB and municipal accounting standards, principles, and practices. Proficiency in bond strategies, tax and auditing methods and practices, and revenue investment alternatives is required. The chosen candidate should have a strong understanding of economic factors, and how to forecast their impact on financial alternatives.

## COMPENSATION AND BENEFITS

The City of Round Rock offers a competitive starting salary, depending on qualifications and experience. The City participates in the Texas Municipal Retirement System (TMRS) at a 7% employee deposit rate with a municipal matching ratio of 2:1. A full range of leave and insurance benefits is also provided.

## APPLICATION PROCESS

Please apply online at: <http://bit.ly/SGRCurrentSearches>

For other information on this position contact:

**Ron Holifield, CEO**  
Strategic Government Resources  
[Ron@GovernmentResource.com](mailto:Ron@GovernmentResource.com)  
214-676-1691

The position is open until filled. For the review status of this position, please visit: <http://bit.ly/SGRCurrentSearches>.

The City of Round Rock is an Equal Opportunity Employer and values diversity in its workforce. Finalists for this position will be subject to a comprehensive background check.



## RESOURCES

**City of Round Rock**  
[www.roundrocktexas.gov](http://www.roundrocktexas.gov)

**Round Rock Chamber of Commerce**  
<http://roundrockchamber.org>

**Proposed Budget for Fiscal Year 2014-2015**

**Financial Reports and Tax Information**