

Lee Elliott

Texarkana, TX 75503

Professional Experience

Interim Public Works Director City of Del Rio, Texas August 2020-February 2020

Growing international border city with Mexico,

- Generated action for \$65 million of capital improvements which were languishing and being penalized by IRS,
- Received federal acceptance for key economic development project for International Bridge Expansion, partnership with Mexican Federal Government, Acuna, Mexico Government, and business consortium of maquiladoras,
- Restructured department to improve morale, customer service and efficiency of service delivery.
- Generated beginning of updating comprehensive plan to assist with efficient growth.

Interim Chief Admin Officer City of Mayflower, AR September 2019-August 2020

Growing community located in the Little Rock MSA, assisted the mayor with,

- \$25 million Interstate 40 overpass project which will create a major corridor beltway around the Little Rock MSA and provide new opportunities for community development,
- reviewed and streamlined development regulations to implement the City's comprehensive plan,
- recruited a 200-lot residential subdivision to provide to provide a variety of housing options,
- assisted with \$6 million wastewater treatment plant improvements,
- planned a regional bike trail portion through the community and a Walkable Mayflower plan

Municipal Consultant

Multiple Cities

December 2000-present

Consult and advise communities in Arkansas and Texas regarding finance, public relations, utilities, budgeting, planning, economic development, street bonds, utility rates, financial forecasting, personnel functions and storm water management,

- developed an economic development planning model for a community which became the base for the Arkansas Community of Excellence Program,
- assisted the City of Texarkana with planning assistance to generate a TIF District, development plan within the TIF District and recruitments of multiple hotels, restaurants and a convention center to expand commercial base,
- developed economic development plans with varieties of incentives thinking outside the box to assist struggling communities,
- assisted many communities with tax elections to assist with fiscal challenges.

Interim City Administrator City of Castroville, TX

January 2019-August 2019

Assisted a full-service community experiencing rapid growth from the San Antonio MSA,

- developed an economic development agreement with a \$202 million multi-use residential-commercial project with 900 homes and several large scale retail developments,
- generated a proposal to extend water lines for a \$7m development,
- completed a \$12 million upgrade of our wastewater treatment plant and reorganized the organization,
- generated a pragmatic development plan in a community struggling with antiquated utilities experiencing rapid metropolitan growth.

Interim City Administrator City of Runaway Bay, TX November 2017-June 2018

Managed a full-service organization with a staff of 15 and a \$3million budget in the Dallas- Fort Worth MSA,

- assisted in restructuring the organization and

establishing a base financial foundation for organizational operations,

- streamlined the development process to prepare for upcoming rapid Dallas Fort Worth MSA growth.

Interim Town Manager

Town of Dewey-Humboldt, AZ August 2017-Nov 2017

Managed a staff of 8 employees, and \$4 million budget in a community in the Prescott MSA.

- assisted with city manager recruitment,
- updating the community's comprehensive plan,
- continued remediation efforts of a superfund mining site.

Interim Community and Economic Development Director

City of Murphy, TX

March 2016-June 2016

Managed a department with 5-FTE, comprising planning, economic development, building inspections, code compliance and health inspections in a community in the Dallas-Fort Worth MSA,

- assisted with revising the economic development plan, recruitment of a hotel along with developing a code compliance strategic plan and a reorganization plan for the department to increase service provision and efficiency,
- developed a plan for generating a downtown in a community which did not have a central business district.

Interim Planning and Economic Development Director

City of Stephenville, TX

August 2015-November 2015

Managed a department of 5-FTE and a budget of \$400 thousand for a community in the Dallas Fort Worth MSA, the department comprised, planning, building inspections and economic development.

- restructured department to improve customer service and efficiency. Streamlined the

- development process while experiencing large amounts of growth and university expansion,
- assisted the city administrator in developing the community's first economic development corporation.

Interim Finance Director City of Texarkana, AR February 2015-May 2015

Managed a budget of \$45 million for a full-service organization and a staff of 7-FTE within the department in a community in the Texarkana MSA,

- provided an update and revision of fiscal policies to improve internal control,
- instituted regular internal audits,
- refinanced a \$5 million bond, saving the citizens of the community \$400 thousand,

**Interim City Manager/
Assistant City Manager**

City of Newberg, OR October 2012-June

30, 2014 Served as interim city manager for 11 months of a full service, \$95.5 million budget community, 180-employees, in the wine and tourism oriented Willamette River Valley region organization.

- as interim city manager, while experiencing fiscal stress from the 2008-2009 Great Recession, restructured the organization to improve services and financial savings,
- generated a TIF district to provide a better economic situation for local paper plant,
- assisted in implementing multi-million dollar cultural arts corridor enhancement project which will increase the communities appeal to Pacific NW and international tourist,
- as assistant city manager, restructured public works and improved morale of the public works department and complete organization while experiencing fiscal stress.

City Administrator

City of Mount Vernon, TX February 2007-March 2011

CEO of 7-departments, \$7 million budget, in detached community in Northeast Texas along interstate 30,

- organization received the highest transparency status awarded by the Texas Comptroller,
- replaced 80 percent of our antiquated water and sewer lines. Reduced our water loss from around 20 percent to less than 10 percent,
- the City was awarded \$8 million worth of grants during my tenure,
- assumed a shortfall budget and declining taxable valuations and generated surpluses, while reducing taxes 13% and not reducing service,
- one of our chief economic components, while managing here, was historical tourism. We were 1 of the first 3 communities to receive the prestigious First Lady's Historical Tourism award.

Public Works Director, Personnel Director and Special Projects

City of Texarkana, AR May 2005-February 2007

Performed executive management of multiple areas, in community within the Texarkana MSA,

- assumed a public works budget experiencing shortfalls for 5-years, balanced the budget with no tax/fee increases, and increased service quality through efficiency improvements,
- generated employee compensation study, digitized personnel department while serving as personnel director,
- received 2006 Arkansas Floodplain Manager of the Year award for public works response to Hurricanes Katrina/Rita,
- performed special financial and economic development research and managed special projects for the city manager which assisted us with expanding our revenue options and provided more financial sustainability.

Chief Administrative Officer City of Mayflower, AR May 2003-January 2005

Executive manager of \$7 million budget, all services of police, fire, utilities, planning, economic development, code compliance, animal control, streets and parks for

community along Interstate 40 in the Little Rock MSA,

- developed a successful eco-tourism venture to increase our community development,
- community was awarded the Arkansas Floodplain Management Community of the Year under my direction,
- declared an Arkansas Community of Excellence by the state of Arkansas under my direction for community and economic development.

Planning/Econ Dev Director City of Lowell, AR January 2001-May 2003

Rapidly growing community in the Fayetteville MSA, executive manager of planning, economic development, capital improvements \$5 million annually, code compliance and library,

- community experienced rapid growth (300%+), and was able to generate an updated comprehensive plan, zoning revision and infrastructure plan to enable efficient development and assist the community with expanding its commercial base and bring sustainable growth,
- managed capital improvements in excess of \$5 million for street improvements,
- managed the implementation and planning of a regional trail linking the community to all of Northwest Arkansas,
- managed development and opening of the community's new Museum.

Planning Intern

City of Conway, AR August 2000-December 2000

Community of approximately 66,000 in the Little Rock MSA, assisted the planning department personnel while experiencing massive growth of 66%,

- updated the community's emergency operations plan and maps,
- assisted in developing an innovative cul-de-sac transportation transformation plan to assist with traffic congestion.

Vice President

Stan Elliott, Inc.

July 1994-December 2000

assisted the owner of a private sector utility construction company (water, wastewater and stormwater utility line projects), a HVAC service company, and a large heater/boiler construction company. Managed a staff of 30.

Education

University of Central Arkansas

Hours towards MS Community and Economic Development

University of Central Arkansas

Graduated 05/2005

BS in History/Geography with Public Admin interest

Volunteer Experience

City of Maud Library Board

City of Conway Board of Zoning Adjustments

City of Gentry Main Street Commission

Mount Vernon Downtown Business Association