

## Board Candidate Questionnaire

Full Name: Brett E. Williams Date: 1/18/2023

Preferred Name (if different): \_\_\_\_\_ Home Phone: \_\_\_\_\_

Address: 6413 Titanium Dr Work Phone: 254-338-0717  
Killeen TX 76542

Preferred Email: ~~williamsbrette~~  
~~williamsbrette~~ boardmemberwilliams@gmail.com

### Education

High School Attended: Killeen H.S. ~~et al~~

College(s) Attended: Sam Houston State Univ B.F.A.

Degree(s) Earned: B.F.A. ~~B.S. in Education~~

### Employment

Current Job (include number of years in position): Executive Director - Ralph Wilson Youth Club - 4 years

Past Work Experience: City of Killeen - Executive Director of Community Services. Retired after 20 plus years of service.

Professional Organization Memberships: See resume

Professional Organization Offices Held: See resume

Elected Office Experience: KISD Board of Directors - 2018 - Present.

**Community Involvement**

Organization Memberships Held

see resume  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Organization Offices Held: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Honors**

Personal and Professional Recognitions Received: See resume

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Personal**

Age: 49 Spouses Name: married w/ 2 kids. one  
child graduated Killeen High. Another  
Children's Names & Ages: is a middle school student.

\_\_\_\_\_  
\_\_\_\_\_

Resident of Killeen ISD 44 Years

## Candidacy

Briefly explain why you are seeking a position on the Killeen ISD Board of Trustees and your philosophy of service, if elected.

I AM seeking to continue to serve our community. I have had the honor of serving this community since November of 2018. I signed up for the service because of my understanding of how government / taxing entities function. This understanding comes from over 20 years of executive level experience in municipal government.

My experience in municipal government is rooted in parks & recreation / community services. My career was rooted in providing service to our community to satisfy their recreational needs. A great portion of the programming was focused on youth. This is where I developed long lasting relationships with parents and children. This career path is what has endeared me to enjoying seeing parents and youth be happy as a unit. Serving on the school board gives me the opportunity to assist in addressing the educational needs of our districts families.

My main goal is to be a representative that is open to dialogue with all members of our community to ensure their families have a voice in the education of their children.

**BRETT E. WILLIAMS, CPM**  
6413 Titanium Dr. Killeen, Texas 76542  
254-338-0717 | cell  
Williamsbrette@gmail.com

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## **PROFESSIONAL SUMMARY**

I am an energetic, goal-oriented public servant with twenty years of experience in municipal government. I have an ever-growing desire to provide high-quality public service. I am performance-driven, with a proven track record of being innovative and cost effective in the delivery of services. I am a superb communicator and effective problem solver.

## **WORK HISTORY**

### **Ralph Wilson Youth Clubs, Inc., Temple, Texas**

#### **Executive Director of Ralph Wilson Youth Club**

04/2019 to Present

- Report to a 20-member Board of Directors that is comprised of various members of the greater Temple community.
- Oversee an annual operating budget in the amount of \$1.8 million.
- Responsible for the drafting and submission of an annual operating budget to the Board of Directors for approval.
- Oversee 7 full time staff and 30 part time staff.
- Effectively communicates official plans, policies, and procedures to the Board of Directors, staff, parents, and the public.
- Oversee a 47,000 square feet youth club that offers youth programming for school age children ages 5 – 14.
- Provide management guidance for the implementation of after school, summer, and athletic programs offered by the youth club.
- Work with Ralph Wilson Youth Club Board of Directors in the planning and implementation of three major fundraising events that generate more than \$125,000 in contributions to the youth club.
- Oversee the drafting and finalizing of the necessary documents to secure annual funding from the local United Way and City of Temple.
- Oversee the implementation of an annual in-kind donations program that generates more than \$60,000.
- Responsible for the implementation of a comprehensive overhaul to the organization's business model to include financial reporting, budget drafting, fee structure, revenue analysis, member data collection and analysis, marketing, and software implementation.
- Oversee the implementation of a COVID-19 Standard Operations Procedure to allow the club to resume operations during a community outbreak.

## **City of Killeen, Texas**

### **Executive Director of Community Services**

05/2014 - 4/2019

- Reports to the Assistant City Manager and is part of the City of Killeen's Executive Staff. Effectively communicates official plans, policies, and procedures to the Mayor, City Council, city staff, and general public.
- Responsible for an operating budget of \$5.7 million.
- Manage oversight of Stonetree Golf Club, Volunteer Services, Parks & Recreation (Athletics, Bob Gilmore Senior Center, Lions Club Park Senior Center, Parks and Public Grounds, Family Aquatic Center, Killeen City Cemetery, Killeen Community Center, and Family Recreation Center), and supervision of a department comprised of 94 full time equivalent employees.
- Oversaw the design and functioned as principal lead for the Killeen Community Center renovation. Completed in May of 2016, the \$2.3 million project was a comprehensive renovation to a 26,000 square foot facility that was originally constructed forty-two years ago.
- Oversaw the renovation of Long Branch Swimming Pool in the summer of 2016. The \$325,000 project encompassed the complete resurfacing / replacement of the pool's surface and filtration system.
- Oversaw the renovation of Lions Neighborhood Park in April 2017. This \$340,000 renovation was funded via a Community Development Block Grant.
- Secured \$80,000 matching grant from local Lions Club and Lions Club International for the construction of Killeen's first special needs/all-inclusive playground in May of 2018.
- Managed the design and construction of the city's first dog park in June 2015.
- Secured Academy Sporting Goods as the official sponsor of youth sports.
- Facilitated partnerships with Killeen Independent School District (KISD) and Baylor Scott & White Health, for their participation in the City's annual festival, "Celebrate Killeen", a three-day, city-wide celebration with an average attendance of 6,000 people.
- Collaborated and developed Family, Food & Fun!, a wellness program initiative in conjunction with Baylor Scott & White McLane Children's Medical Center. Beginning in September 2015, this initiative targets at-risk youth and supports healthy child nutrition and physical activity through interactive classes.
- Secured sponsorship by Baylor Scott & White McLane Children's Medical Center for the City's Annual Halloween Carnival.
- Developed Business Plans for 10 divisions of the Community Services Department.

## **Director of Parks and Recreation**

05/2007 – 05/2014

- Reported to the Assistant City Manager.
- Managed day-to-day operations of the following:
  - Family Recreation Center
  - Killeen Community Center
  - Full-service athletic program with over 6,400 participants annually
  - Recreation program
  - Family Aquatic Center and two municipal swimming pools
  - Parks and Public Grounds, 1,000 acres of parks/greenbelts
  - Two senior center facilities
  - City cemetery
  - Supervision of division comprised of approximately 171 permanent and seasonal employees.
- Oversaw the design and functioned as principal lead for the Family Recreation & Senior Center Complex. Opened in May 2008, the \$10.2 million, 41,000 square foot building is the premier recreational facility in the Central Texas area boasting a state-of-the-art fitness center, basketball courts, an indoor walking track, child care area, meeting space, playground, and other amenities. The Senior Center is a 14,000 square foot building that provides senior exclusive programming and a meal plan.
- Opened the City's *first* community splash park, skate park, and disc golf course in 2009, 2010, and 2011, respectively. All projects were partnerships with local clubs/entities (Junior Service League, Mickey's Convenience Stores and Kiwanis Club).
- Oversaw the design and functioned as principal lead for the Family Aquatic Center, a \$6 million facility, in July 2009. The center includes a plunge pool, lap pool, three water slides, kiddie water playground, bath house, concession facilities, shade shelters, and more.
- Oversaw the design and functioned as principal lead for the construction of the Lions Club Park Hike and Bike Trail. This 1.4 mile, \$1.3 million endeavor opened in October 2011.
- Prepared and implemented an annual operating budget of \$4.6 million, and developed cost estimates for projects and methods of funding.
- Secured over \$100,000 from Mickey's Convenience Stores to aid in funding the City's first dog park and skate park.
- Solicited funding in excess of \$100,000 from the Junior Service League to aid in the construction of the Killeen Splash Pad at Long Branch Park.
- Developed and implemented policies and procedures governing all aspects of Parks and Recreation.

- Drafted and finalized operating procedures for the Family Recreation Center and Family Aquatic Center.
- Facilitated town hall meetings to gather public input on projects/plans.
- Organized annual citywide celebrations, including the Celebrate Killeen Festival and Holiday Under the Stars.
- Administered the Emergency Shelter Annex of Killeen's emergency operations plan.
- Successfully hosted state and national baseball and softball tournaments for the City of Killeen via affiliations with Texas Teen-Age Baseball, Amateur Softball Association and Texas Amateur Athletic Federation.
- Successfully transitioned Killeen's youth baseball program to Little League Baseball of America.
- Successfully transitioned Killeen Parks and Recreation's youth soccer program to a youth soccer association run program; resulting in significant cost reductions to the City and increased programming for soccer leagues.
- Coordinated a 24-team varsity basketball tournament for Killeen Independent School District to include team recruitment, scheduling, hotel accommodations, event hospitality, and \$8,000 in sponsorships and awards packages.

### **Athletic Superintendent**

03/2001 – 05/2007

- Reported to the Director of Parks and Recreation.
- Prepared and administered a \$375,000 annual operating budget.
- Managed the city's youth baseball, softball, soccer, basketball, volleyball and football programs with an annual enrollment of approximately 5,000 participants. Also ran the adult softball, basketball, and football programs.
- Drafted and finalized league game and practice schedules and all league bylaws governing athletic play.
- Served as tournament director for all state and national fast and slow pitch softball, as well as state basketball tournaments hosted locally.
- Coordinated youth basketball and volleyball sports camps for participants of Parks and Recreation programs with four local high schools.
- Affiliated with organizations for championship advancement including ASA, TAAF, Little League, and Texas Teenage baseball.
- Acted as primary liaison between players, parents, coaches, fans and officials in athletic leagues; handled disciplinary issues.
- Conducted meetings/training sessions for approximately 400 volunteer coaches annually.
- Directed training and background checks for all youth sports officials.
- Prepared and distributed fact sheets concerning athletic programs.
- Administered league registration program to track program participants.
- Coordinated sponsorship program to fund athletic leagues.
- Handled procurement of all equipment and uniforms.

- Organized advertising campaign to promote citywide participation in athletic events.
- Prepared and distributed press releases to local media.
- Facilitated the joint use of City and school facilities.

## **City of Killeen, Texas**

### **Public Information Officer**

06/1997 – 08/2000

- Developed and maintained a positive public image of the city by keeping the public informed of activities, accomplishments, and goals.
- Wrote and produced all Government Access Channel video programming and directed live broadcasts of bi-weekly City Council meetings; also maintained the city's Community Calendar on the channel.
- Prepared and distributed fact sheets, news releases, photographs, scripts, videos, and tape recordings to media representatives.
- Maintained information/fact bank to address questions from elected officials, media, special interest groups, and the public.
- Prepared monthly employee newsletter to keep employees and elected officials up to date with staff activity.
- Produced quarterly citizens' newsletter and PowerPoint presentations for public viewing.

## **EDUCATION**

**Bachelor of Fine Arts: Radio/Television**  
**Sam Houston State University** – Huntsville, Texas

**Certified Public Manager**  
**William P. Hobby Center for Public Service** – **Texas State University** - Dallas/Fort Worth

## **AFFILIATIONS**

- Board Member for Temple ISD Wildcat Mentors (2021 – present)
- Board Member for Greater Central Texas Federal Credit Union (2020 – present)
- Killeen Independent School District Board of Trustees (2018 – present)
- Killeen Independent School District Education Foundation (2018 – 2021)
- Texas Amateur Softball Association (2001-2019)
- Texas Amateur Athletic Federation (2001-2019)
- National Recreation and Park Association (2008-2016)
- Texas Association Sports Officials / UIL (1998-2016)
- National Association of Government Communicators (1998-2000)
- 3CMA - City County Communications Marketing Association (1998-2000)
- Texas Association of Municipal Information Officers (1997-2000)
- Greater Killeen Chamber of Commerce (1997-2000)



