

## Carlos J. Contreras III

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January 3, 2019

Mayor and Councilmembers  
City of San Antonio  
P. O. Box 839966  
San Antonio, Texas 78283-3966

C/o Joel Jenks, Executive Recruiter

Dear Mayor and Council,

Please accept this as my expression of interest to be considered for the position of City Manager for the City of San Antonio. I have worked for the City since 2009 and believe I have the requisite leadership skills, experience, judgment and temperament to serve as City Manager.

As a second generation San Antonian, it has been my honor to work for the City I love and although I came to work for the City through a non-traditional route, the diversity of experience has proven invaluable. The early part of my career was spent in the private sector, including as a small business owner of a law firm. I served as a lawyer in small and medium sized law firms in Austin and San Antonio, and later, as an in-house lobbyist for a Fortune 500 company with offices in San Antonio. This, combined with my legal training, has provided a unique perspective in approaching leadership, collaboration, communication, fiscal stewardship, community relations and problem solving. That experience provided me the foundation for success when I joined the City in February of 2009, as Director of Intergovernmental Relations (IGR) and ultimately as an Assistant City Manager.

In my role as Director of IGR, I had the unique opportunity to learn about and work with all city departments, reviewing and interpreting legislation and working with colleagues and stakeholders on the impact of such legislation on service delivery. The position helped me develop a broad perspective of the City and the role it can play in improving the lives of ordinary citizens. Now serving as Assistant City Manager and as a member of the City's Executive Leadership Team, I have developed a deeper understanding of the City organization, including its priorities, strengths, and areas for improvement.

I am forever grateful to my mentor, Sheryl Sculley who recruited me to the City and provided the opportunity for me to be successful. Her assignments were often difficult and complex, which I embraced because they challenged me to develop both personally and professionally. I believe all of the above has prepared me to be a serious candidate for the position of City Manager.

San Antonio is a city like no other. My great grandmother fled the revolution in Mexico in the early 1900s seeking a better place for my grandfather and his sister. My grandfather was 10 when he arrived here and his sister was 14. He lived the rest of his life here owning a small business on the near west side of San Antonio and raising 9 children, my dad being the oldest. They chose San Antonio because it was a welcoming city with endless possibilities, a quality that holds true over 100 years later.

I am optimistic about the future of our city. Our asset is the people who make up our dynamic, energetic, diverse and engaged community. I believe that as public servants, we should be protective of and advocates for all of the citizens who make up this city and I am humbled to be considered as a candidate for its next City Manager.

Very truly yours,

Carlos J. Contreras III

## CARLOS J. CONTRERAS. III

### PROFESSIONAL EXPERIENCE

**City of San Antonio** (February 2009-Present)

***Assistant City Manager*** (November 2012-Present)

Member of the Executive Leadership Team and provides oversight of the Economic Development Department; Aviation Department; Convention and Sports Facilities Department; and Government and Public Affairs Department. These four departments are comprised of over 900 employees and \$410M in operating and capital budgets.

Significant recent accomplishments include:

- Air Service Development - Oversaw the development and implementation of the Five year Air Service Development plan which has dramatically increased nonstop service to new and existing destinations across the US, Mexico and Canada. Led the team to select a new Air Service consultant who developed the plan with stakeholder input and recruited a team of professionals who have implemented the plan. Achieved the 5 year goals for new service in two years and increased the number of nonstop destinations from 35 to 53 over the same period while receiving an Air Service Quality (ASQ) Award for Outstanding Customer Service for each of the last three years. In 2018, SAT placed 2<sup>nd</sup> among 48 peer Airports in Customer Service.
- 2018 NCAA Men's Final Four – Led the City team responsible for management and execution of a highly successful NCAA Men's Final Four basketball tournament in March, resulting in a total economic impact of \$347M. Oversaw the City's preparation for the successful bid on the 2025 NCAA Men's tournament and the 2021 NCAA Women's Final Four.
- Targeted Industry Recruitment, Retention and Expansion – Led the City team, in partnership with EDF, to focus on expanding the number of high quality jobs and increased investment in targeted industries resulting in over \$300M in planned private sector investment and 8 new high profile projects secured during 2018.

***Executive Director of Tricentennial Celebration Commission*** (November 2017-Present)

Managed and/or oversaw fundraising efforts (raised over \$5M) and program development of the planned initiatives commemorating the City's Tricentennial. Provided leadership and oversight to Tricentennial staff and oversaw major initiatives including: 2017 NYE celebration, Commemorative Week planning and execution, visits from over 100 International dignitaries from 15 countries, including the King and Queen of Spain. Reduced the adopted budget by over \$2M in 13 months while delivering high quality programming and facilitating/promoting over 700 events (115 featured) throughout the year. Also, helped to secure 6000 volunteers who donated over 19,000 volunteer hours valued at an estimated \$481K.

***Director, Intergovernmental Relations*** (February 2009-November 2012)

Primary areas of responsibility included oversight of the State and Federal legislative programs for the City of San Antonio.

**KB Home, San Antonio Division** (August 2004-January 2009)

*Director, Local Government Affairs.* Major areas of responsibility included: primary liaison with elected officials, as well as senior level City and County staff; primary point of contact for land acquisition activities; along with Division President and Director of Public Relations, primary spokesperson for KB Home in public, media and community activities.

**Felts & Contreras, P.C., Austin and San Antonio, Texas** (May 1993-July 2004)

*Shareholder.* Joined the firm (previously known as *Felts Mashburn, Contreras & Lisenby, P.C.*) in Austin as an associate attorney ultimately becoming a shareholder and President of the Firm. Major areas of legal concentration include administrative, legislative and regulatory law, as well as corporate and general counseling. Represent clients before administrative agencies and provide counseling on state legislative issues. Clients include regulated business corporations, transportation companies, insurance companies, trade associations and individuals. Law firm administration responsibilities include supervision of legal and support personnel, including hiring of all personnel and overall management of the Firm; Treasurer responsibilities include financial management and budgeting, accounts receivable and payable; pension and profit sharing management.

**Naman, Howell, Smith & Lee, Austin, Texas** (February, 1990- April, 1993)

*Associate.* Major areas of concentration included bank regulatory, administrative law and civil litigation. Also conducted lobby activities and legislation support for clients. Clients include state and federally chartered banks, insurance companies and business corporations.

**EDUCATION**

The University of Texas School of Law, The University of Texas at Austin  
Doctor of Jurisprudence, May 1986  
Admitted to Texas State Bar 1986

The LBJ School of Public Affairs, The University of Texas at Austin  
Master of Public Affairs, May 1986

St. Mary's University, San Antonio, Texas  
Bachelor of Arts, Magna Cum Laude, 1981

**MEMBERSHIPS AND CIVIC ENGAGEMENT**

State Bar of Texas  
International City/County Management Association (ICMA)  
International Hispanic Network (IHN)  
Brooks Board of Directors  
Valero Alamobowl Board of Directors  
Volunteer Big Brothers Big Sisters of San Antonio

References available upon request.