The City of Rowlett, Texas, located along the shores of Lake Ray Hubbard, is home to over 62,000 citizens who enjoy a high quality of life. Rowlett offers excellent schools, beautiful neighborhoods, a variety of dining and shopping choices, quality healthcare facilities including the award-winning Baylor Scott & White Medical Center-Lake Pointe, superior utilities highlighted by fiber to every home, and a high standard of public safety delivered through our professional Police, Fire Rescue, and EMS personnel. Rowlett was ranked 24th in the Best Places to Live in America by CNN Money Magazine in 2010, was named America’s Best Small City To Move To by Movoto Real Estate in 2013 and consistently ranks among the Safewise Top 50 Safest Cities in Texas.

While all points of the DFW Metroplex are easily accessible via Interstate Highway 30, the President George Bush Turnpike, and DART Light-rail, Rowlett residents have plenty of reasons to stay close to home. Situated on the shores of Lake Ray Hubbard, this community offers residents boating, fishing, waterskiing and windsurfing opportunities, or simply a beautiful area for a family outing.

Rowlett’s future growth opportunities are bright. Bayside, a stunning 257-acre peninsula situated on the best spot on Lake Ray Hubbard, could potentially see a level of development exceeding one billion dollars in new investment with amenities not currently seen on the eastern edge of the DFW metroplex. This project, combined with several others already approved or under construction, will keep Rowlett busy for years to come. The projects are a direct result of the community’s Realize Rowlett 2020 vision and will represent high quality development under the City’s form-based code. Rowlett is truly On The Move!

**City of Rowlett Vision**

A well-planned lakeside community of quality neighborhoods, distinctive amenities, diverse employment, and cultural charm. Rowlett: THE place to live, work, and play.
Responsive Government

Incorporated in 1952, the City of Rowlett is a full-service municipality that operates under a home rule charter and functions under the Council/Manager form of government. The City Council is composed of a Mayor and six Councilmembers, all serving staggered three-year terms. The City Council appoints the City Manager, City Attorney, Prosecuting Attorney, Municipal Judges, and the City Secretary. The City Manager is responsible for the daily management of the City.

Organization Overview

The City of Rowlett is a full-service municipal corporation that includes the following departments: Police, Fire Rescue, Financial Services, Public Works, Community Development, Information Technology, Parks and Recreation, Library Services, Economic Development, Human Resources, and City Secretary’s Office. The City’s fiscal 2018-2019 adopted budget totals $139.4 million and its primary revenue sources include property taxes, sales taxes, charges for service, and franchise fees. The City is rated AA by Standard and Poor’s Rating Group and Aa2 with Moody’s.

The Public Works Department

The Public Works Department has a $23,000,000 annual budget, 84 full-time employees, and an aggressive Capital Improvement Program. The department operates six divisions: Engineering Services, Utilities, Streets & Traffic Operations, Storm Water Management, Fleet Services, and Facilities Management. The Department also supports Emergency Management operations during disaster responses and provides debris removal and road de-icing services.

The Department...

• is one of only 146 agencies to be designated as an accredited agency through the American Public Works Association.
• was recognized by The Texas Public Works Association as having produced the Transportation “Project of the Year” for the Merritt Road Interconnector Project and for the “Disaster/Emergency Construction/Repair Project of the Year” for the December 26, 2015 EF-4 tornado response.
• has successfully created a five-year Community Investment Program that has a projected 5-year project list totaling over $136,000,000. 2015 yielded the first bond election in over a decade in Rowlett. The plan put in motion at that time was to utilize a bond referendum every three years. In 2018, another successful bond election was held, resulting in $60 million in capital improvement funding.
• maintains an aggressive and comprehensive Micro-PAVER database for the management of the pavement infrastructure and is successfully working towards increased funding structuring for the current needs.
• embraces technology and innovation in its problem solving initiatives, inclusive of Silva-Cells; bio-swales, and pipe bursting for water line replacement by internal crews.
• maintains a community enhancement program, addressing aesthetic and landscaping needs throughout the community.
• is active in the NCTCOG Public Works Emergency Response Team and other professional associations with a focus on education, grant acquisition, and innovative solution.
Position Overview
The Director of Public Works reports directly to the Deputy City Manager and is a valued member of the City’s Executive Team. The Director is responsible for the operation, planning, administration, financial management and intergovernmental relations for Public Works activities. The position also oversees capital improvements and asset and infrastructure management, is responsible for developing and analyzing departmental policies, serves as departmental liaison with City boards/commissions, City Council and citizens, and provides professional services by interfacing with other City employees and citizens. The position develops departmental policies by working with Public Works division managers, designing and implementing policies and providing oversight on policy adoption and efficiency. The Director attends City Council Meetings and Workshops, participates in community events and outreach programs, fosters a culture of wellness in the department as part of the City-wide Wellness Program, and is an active participant of the organization.

Strategy & Planning
Specific goals and objectives for the new Director of Public Works to study, consider, address and accomplish include:

• The robust and aggressive Capital Improvement Program (CIP) is a priority to the community and is paramount to the success of the Department and the new Director. The new Director will be a key team player in working with the Community Investment Advisory Board (CIAB) to develop a project list and campaign strategy for a 2021 Bond Election.
• Strategic Planning. A key focus for the new Director will be to establish long-term goals and objectives for the Department. The Director will also need to establish criteria for project scheduling and prioritization.
• Staff training and professional development are essential organizational strategies. All required licensing, certifications and training needs to be identified, maintained and encouraged.
• Best Practices. It will be important for the new Director to identify performance measures and implement best practices in each of the operational areas. The successful candidate will be expected to focus on maximizing efficiency and effectiveness of public works operations.
• Aging Infrastructure. As with many cities across the nation, aging infrastructure and replacement costs are major challenges. The new Director of Public Works will need to be creative in identifying funding strategies to meet growing demands, which are outpacing the increase in resources available to meet aging infrastructure needs.
• The new Director will be a key player in the City’s Emergency Management Team for response to natural disasters (ice storms, floods, tornado, hail, etc.).
Ideal Candidate

The ideal candidate is a progressive and dynamic leader who embraces a customer service philosophy. The successful candidate will exhibit the following characteristics:

- Comprehensive knowledge of public works operations including water distribution, sewer collection, streets, traffic, storm drainage, fleet management, facilities management, and construction management.
- Expert in the principles and practices of civil engineering.
- Comprehensive knowledge of long-range planning and budgeting.
- Must exhibit personal and professional integrity of the highest order, demonstrated both on and off the job.
- Serve as an organizational role model through leading by example.
- Commitment to high level of accountability and responsibility for all employees through fair and consistent treatment and setting appropriate performance expectations and standards.
- Must thrive in a fast-paced environment with a high level of agility and patience where multi-tasking is required, while also maintaining a focus on important strategic elements to ensure that the City’s mission of providing great value in return for our citizens’ tax dollars is met.
- Must exhibit the ability to be a proactive problem solver while being creative and resourceful in finding “Rowlett solutions” to “Rowlett problems” including consideration for innovative non-traditional governmental solutions.
- Must conduct oneself with a high level of integrity, above reproach ethics, exhibit a strong a commitment to public service, and consider open and transparent government as a critical value of being a quality public servant.
- Will be comfortable in a community with a diverse population and be culturally sensitive to all elements of the community.
Education & Experience
Bachelor’s degree in Civil Engineering or related field combined with at least seven years’ experience involving design, construction, maintenance or operation of a variety of public works related functions is required. Municipal development experience in a reasonable growth environment is preferred, including five years in a supervisory capacity. Master’s Degree in Business, Public administration, or Engineering Management is desirable and preferred. Registration as a Professional Engineer in the State of Texas or the ability to acquire a PE in Texas is desirable.

Compensation & Benefits
- Expected hiring salary range is $110,399 - $137,998 based on qualifications
- Medical and dental insurance
- Life insurance (2x salary up to $150,000)
- Long-term disability
- Flexible spending account
- 20-year retirement plan with the Texas Municipal Retirement System
- 5-year vesting and a 2:1 City match
- Vacation – 2 weeks during the first year, 3 weeks after the first year
- Sick leave – 2 weeks per year
- Employee Assistance Program
- Ten paid holidays

Online Resources
City of Rowlett
Rowlett.com
City of Rowlett on Facebook
facebook.com/CityofRowlettTexas
City of Rowlett on Twitter
twitter.com/RowlettTexas
City of Rowlett on YouTube
youtube.com/RowlettTexasVideo

Application & Selection Process

For more information on this position, please contact:
Larry Gilley, Senior Vice President, Executive Recruitment
Strategic Government Resources
325-660-4208 or LarryGilley@GovernmentResource.com.

The City of Rowlett is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.