THE CITY OF
Portland, Texas
DIRECTOR OF
PUBLIC WORKS
The Community

Portland, Texas, is a city of more than 15 square miles located across the Harbor Bridge from Corpus Christi. With a current population of approximately 21,100, Portland is home to a diverse workforce serving Coastal Bend industries and businesses. The city is located in San Patricio County and is included in the Corpus Christi Metropolitan Statistical Area, which also includes Aransas and Nueces counties. Portland is accessible via two major highways, U.S. Highway 181 and Texas Highway 35, and is positioned as the gateway into Corpus Christi and other points south. The City is ideally situated on two bays, providing excellent fishing, boating, sailing, swimming, and kite surfing. With safe, upscale neighborhoods, award-winning schools, unmatched recreational opportunities, and excellent city services, Portland is everything you want in a family town.

Located on a 40-foot bluff overlooking 150 square miles of ocean, Portland was founded by John G. Willacy in 1891 and incorporated in 1949. As a summer and winter resort, Portland was described as being particularly fortunate with its mild climate and prevailing bay breezes. Throughout much of its history, the City served as an agricultural community. In the 1960s and 1970s, Portland grew primarily as a bedroom community for Corpus Christi.

In the past year, Portland maintained a 2.5% growth rate. The City added more than $80 million in taxable value, primarily from the construction of 130 homes and the development of two apartment projects and two hotels. Portland’s 5-year outlook continues to be optimistic. Construction jobs associated with Cheniere Energy and other industrial facilities will continue to supplement the local economy through 2021. Last year, the City retained Retail Strategies, an economic development consulting firm to pursue restaurant and retail opportunities for Portland. The company is tasked with seeking new retail development, as well as opportunities for redevelopment of some of the City’s existing commercial properties. Major industry is located outside the city limits. Nearby industries include Chemours, Cheniere Energy, Occidental Chemical Corporation, and voestalpine Texas. In 2017, ExxonMobil and SABIC announced plans to build the world’s largest plastics manufacturing facility just north of Portland. Construction of the multi-billion-dollar facility is expected to start in the next 12 to 18 months.

The City boasts more than 450 acres of parkland at 17 different sites. Residents enjoy a community center, aquatic center, skate park, and a dog park. Opportunities for youth sports abound with facilities for baseball, softball, and soccer, as well as tennis. In 2017, Portland opened two new sports complexes, Municipal Park and the Portland Sports Complex, which host local youth leagues, as well as travel tournament play. The City is also home to Indian Point Park, a 333-acre public park with an ecologically rich wetland and saltwater lake, lined by a two-mile hike and bike trail. Outdoor enthusiasts can enjoy birding, kayaking, canoeing, swimming, sailing, and fishing—either wade-fishing or from the landmark Indian Point Pier. The City’s largest festival is Windfest, a three-day, family-oriented festival held every spring featuring live music, a dachshund dash, arts and crafts shopping, carnival rides, and contests. Portland offers quick access to local attractions, including the U.S.S. Lexington and the Texas State Aquarium. Ferries to North Padre Island are only 15 minutes outside Portland’s city limits.

Portland is served by the Gregory-Portland Independent School District (G-PISD), which consists of four elementary campuses, one intermediate school, one junior high school, and a high school. Student enrollment is 4,587 students, with a student-to-teacher ratio of 15:1. G-PISD is an accredited district that received a MET STANDARD rating in state-mandated testing. The district is developing new Career & Technical Education (CTE) programs at Gregory-Portland High School. These programs are designed to provide real-world, hands-on learning experiences for students to prepare them to pursue post-secondary careers. Texas A&M University Corpus Christi and the Del Mar College, a community college system, serve the area’s higher education needs.

The City has a median income of $59,974, surpassing the statewide median income of $56,565. Average home prices in Portland range from $160,000 to $250,000.

Vision

A city recognized for its exceptional family life, safety, civility, clean appearance, well–maintained infrastructure, expanded municipal service menu, and moderate cost of living through the promotion of economic development that is beneficial to the long–term wellbeing of the community.
Governance and Organization
Portland operates under the council/manager form of municipal government. The City Council and Mayor hire a City Manager to execute council policy and manage the day-to-day operations of the City. There are seven Council members, including the Mayor. All serve in an at-large capacity. Members serve two-year terms and there are no term limits.

Randy Wright is the City Manager for Portland, overseeing the efforts of 105 full-time employees. Wright began his career in law enforcement. After 30 years, 21 of those as Chief of Police and Director of Public Safety, his role as a leader on the City’s management team led him to be named Assistant City Manager in 2011 and City Manager in 2013. During his tenure, Portland has experienced a 35% increase in population. Taking advantage of Portland’s demographic profile, Wright took steps on the economic development front to bring more restaurants and retail to town, and over the past five years has created the largest commercial development boom in the City’s history.

Portland is a place where quality of life matters. In addition to numerous GFOA awards for excellence in financial reporting, the City’s efforts have earned Portland a TML Municipal Excellence Award for the “Play It Safe” program and a designation for the City’s Bell/Whittington Public Library as the “Best Small Library in America.”

The budget for fiscal year 2018 was $25,854,976. Portland’s current ad valorem tax rate is $0.597866 per $100 valuation.

City Projects
In the fall of 2017, the City of Portland opened two new sports complexes. The $17 million Municipal Park and Sports Complex projects were approved by voters in a bond election held in 2016. The $25 million bond package included funding for renovation and expansion of the Portland Community Center. That project is currently in the design phase, with construction expected to start in late 2017 or early 2018.

Last fall, the Portland City Council approved a five-year Capital Improvement Program (CIP) that identified $61,160,500 in capital projects for 2017-2021. In addition to the community center project (planned for 2018-2019), major projects in the current CIP include: improvements to the Public Works facility (2017-2020 – includes two phases), including replacement and expansion of various buildings and facilities; construction of a new animal control facility (2018-2019); construction of a shell dock boat launch (2018-2019); a new library (2020-2021); and an aquatic center expansion (2019-2020).

About the Department
The goal of the Department of Public Works is to provide the highest quality service to the citizens of Portland through the effective operation and maintenance of the City of Portland infrastructure. Public Works employees are highly trained, utilize state-of-the-art equipment, and are committed to providing outstanding customer service.

The department is responsible for street maintenance, water distribution, wastewater collection and treatment, development services, parks maintenance, fleet maintenance, stormwater management, solid waste (contracted), and vector control. The department is currently conducting an inflow and infiltration study in the collection system to reduce flows to the wastewater treatment plant.

The department’s budget is $9.98 million and it has 35 employees.

Philosophy of Government
In all ways possible, the City of Portland functions as a business with city services as its product and citizens as its customers. The City of Portland shall provide services and levels of service demanded by the majority of its citizens with the smallest government possible for the least possible cost. The City Council, staff, and employees pledge to:

- Comply with local, state, and federal law
- Meet or exceed ethical and professional standards
- Meet our fiduciary responsibilities
- Recognize that government can’t do everything for everyone
- Be concerned, courteous, and open when dealing with the public
- Keep our public informed about important issues
- Project a positive image, continuously promoting the City and competing for distinction and institutional recognition whenever possible
- Place the interests of the City and the needs of our citizens before our own
- Ensure that special interests, resident or non-resident, are not promoted to the detriment of the City or its citizens
- Ensure that special interests are given appropriate consideration, but not to the detriment of the City or its citizens
- Cooperate, collaborate, and coordinate locally, regionally, and statewide to the extent possible
- Promote professional development and innovation that supports our employees and improves our services to the public
About the Position
Under the direction of the City Manager and Assistant City Manager, the Director of Public Works oversees the operations of the Public Works Department. A primary focus of this position will be the maintenance and improvement or extension of City infrastructure. This position works effectively with elected and appointed officials, department directors, private consultants and contractors, other employees, and the general public.

Essential duties:
- Manages staff in the design, development, construction, and operation of municipal projects
- Plans and implements engineering programs, including defining the project philosophy, activities, milestones, and staff requirements
- Develops long-range planning, goal setting, and work programs
- Oversees operating and capital improvement budget for the department and plays an integral part in implementing the City’s overall $61 million 5-year capital program
- Maintains schedules and budgets for projects and controls expenditures within limitations of project budget
- Provides technical expertise for the City Manager and other department heads
- Attends meetings with citizens, developers, consultants, contractors, and community groups and presents to various boards, including City Council, Planning & Zoning Commission, and other municipal boards and public agencies
- Identifies project staffing requirements and coordinates staffing with supporting organization managers
- Provides project status reports and ensures that projects meet the City’s needs

Ideal Candidate
The City of Portland is seeking a personable and experienced Director of Public Works. The ideal candidate will be a highly ethical professional with the technical and analytical skills needed to make informed, evidence-based decisions, evaluate alternatives, and make logical recommendations in the area of public works processes and best practices that help meet the department’s goals and make the best use of City resources.

The selected individual should have in-depth knowledge of engineering standards and procedures, as well as federal and state rules and regulations. The Director must be able to assess and prioritize multiple tasks, projects, and demands, and should possess excellent project management skills.

The chosen candidate must be politically neutral and adept at working with different interest groups to achieve the best outcomes for the community. It will be essential for the new Director to address sensitive issues, complaints, or other issues in a timely manner using, tact, diplomacy, and discretion. A candidate who can approach issues in a holistic manner, considering the ways in which relationships may be affected throughout the organization and within the community will be successful.

The new Director of Public Works must be capable of building and maintaining close and productive working relationships with the City Manager, Assistant City Manager, other department heads, community groups, representatives from local, state, and federal agencies, consultants, contractors, and developers. The ideal candidate will be an excellent communicator, both verbally and in writing, and should be comfortable giving formal and informal presentations to large and small groups.

The Director will be a dedicated team builder with outstanding interpersonal skills, mentoring, coaching, and teaching staff, guiding them in the accomplishment of the department’s goals, and delegating tasks with clarity and authority. The chosen candidate will be committed to fostering a high-performance culture within the department and providing the highest quality service to the citizens of Portland.
Education and Experience
A bachelor's degree from an accredited college or university is preferred. In lieu of a degree, the City will consider exceptional candidates with TCEQ “A” or “B” surface water and wastewater licenses. Consideration will also be given to individuals with an engineering degree, a Texas P.E. or Texas E.I.T., A.I.C.P., or municipal generalists (M.P.A. from an accredited college/university and five years of related municipal experience in Texas). Five years of progressively responsible supervisory experience is required.

Compensation and Benefits
The salary range for this position is $90,000-$108,000, depending on qualifications and experience. The City of Portland provides a generous benefits program including health, dental, life insurance, paid vacation and sick leave, longevity pay, cell phone, and a $5,760 car allowance. The City participates in the Texas Municipal Retirement System (TMRS) at a 6% employee deposit rate, with a municipal matching ratio of 2:1.

Application Process
Please apply online at: bit.ly/SGRCURRENTSEARCHES

For more information on this position contact:

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This position is open until filled. To view the status of this position, please visit: bit.ly/SGRCURRENTSEARCHES

The City of Portland 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.

Resources
City of Portland
PortlandTX.com

Portland Chamber of Commerce & Visitor Center
PortlandTX.org

Finance Department
PortlandTX.com/index.aspx?nid=344

San Patricio EDC
SanPatricioEDC.com

Corpus Christi Regional EDC
CCREDC.com