

# DEPUTY DIRECTOR OF PUBLIC WORKS



EXECUTIVE  
RECRUITMENT  
PROVIDED BY







## *Blue Skies. Golden Opportunities.*

### **THE COMMUNITY**

Ideally situated in the northeast corner of the Panhandle/Plains area of scenic North Texas, Wichita Falls, Texas, covers 72.03 square miles and is the county seat of Wichita County. An economically progressive commerce hub, Wichita Falls offers its nearly 103,000 residents an outstanding quality of life and world-class amenities in a charming, small-town atmosphere. The City has the advantage of being located within two hours of two major metropolitan areas with populations exceeding 1 million — Dallas-Fort Worth and Oklahoma City. Easily accessible freeways and highways, including I-44, U.S. Highways 82, 281, 277, 287, and Texas State Route 79, create a straightforward commute to other Texas cities and surrounding states.

Wichita Falls officially became a city on Sept. 27, 1872, when town lots were sold at what is now the corner of Seventh and Ohio streets. The City has a rich history as a center for oil, manufacturing, and agricultural production. The Fort Worth & Denver City Railway arrived in Wichita Falls in September of 1882, the same year it became the county seat.

Today, the City's pro-business attitude continues to encourage entrepreneurship and sustainable long-term growth. The City has several major development projects underway. In 2020, the Wichita Falls Economic Development Corporation considered and approved a project to include up to a \$2.8 million expenditure to facilitate an incentive agreement with Panda Biotech related to their planned purchase and operation out of the former Delphi Plant on I-44. The company proposes to invest more than \$90 million to facilitate the growing and processing of industrial hemp stalk for premium-grade textile fiber and other manufacturing applications, creating 50 to 100 new jobs.

The City also considered and approved a project not to exceed \$1.7 million to facilitate an incentive agreement with national company Clayton Homes related to their planned purchase and operation out of the former ATCO facility on Old Burkburnett Road and for the addition of up to 181 new jobs.

The City entered into a public-private partnership with a hotel developer to build a new conference hotel next to the City's Multi-Purpose Event Center (MPEC). The hotel recently opened, and the City is already seeing new interest and bookings for conferences and events that had previously been lost due to the unavailability of good conference lodging.



## MAJOR EMPLOYERS

Sheppard Air Force Base

United Regional Health Care

Wichita Falls Independent School District

Midwestern State University

City of Wichita Falls

North Texas State Hospital

James V Allred Unit Prison

Pratt & Whitney

Sealed Air/Cryovac

Howmet Aerospace

Vitro

### THE COMMUNITY, CONTINUED

In addition to these projects, the City Council's strategic plan includes the revitalization of the Central Business District. Several public/private partnerships continue to expand residential mixed-use developments and other business opportunities in the downtown area. In 2018, voters approved \$17.3 million to improve several of the City's streets and roadways.

Wichita Falls offers abundant recreational, cultural, and entertainment opportunities. Recreation programs cover a wide range of activities, including golf, tennis, softball, volleyball, kickball, flag football, disc golf, basketball, dance, fitness, special events, senior activities, and more. Local amenities like the Champions Course at Weeks Park 18-hole golf course, River Bend Nature Center, Castaway Cove Waterpark, Lake Wichita, and Lake Arrowhead attract outdoor enthusiasts of all ages.

The Kemp Center for the Arts, Museum of North Texas History, Kell House Museum, Wichita Falls Railroad Museum, Wichita Theatre, and Juanita Harvey Art Gallery at Midwestern State University (MSU) provide cultural enrichment and educational opportunities for the whole family. Popular annual events such as the Hotter-N-Hell Hundred bicycle ride, North Texas Ranch Roundup, St. Patrick's Day Festival, Red River Wine Festival, Cajun Festival, Oil Bowl, Art and Soul Festival, Freedom Festival, City Light Parade, and THOR 5K draw visitors from throughout the region. Hotter-N-Hell Hundred is one of the nation's oldest and largest cycling events; each year, over 12,000 riders from all over the globe come to Wichita Falls for four days of challenging and inspiring activities.

Wichita Falls students are served by the Wichita Falls Independent School District, comprising 29 campuses and a total enrollment of 13,600 students. WFISD debuted the \$28 million Career Education Center in 2017. The CEC is a 123,000-square-foot facility that provides students the opportunities and advanced technology to learn career-related skills and earn certifications and college credit in more than 25 fields of focus. Two new high schools are currently under construction and are anticipated to be completed and open before the 2024 academic calendar year. There are also several private schools in the area, including Wichita Christian School and Christ Academy.

For those seeking higher education, Midwestern State University provides quality educational opportunities for over 5,700 students, with 49 undergraduate and 27 graduate programs. MSU has the distinction of being the only public liberal arts school in the state and offers an affordable and challenging learning environment. Vernon College also has a campus in Wichita Falls, and additional opportunities are available in the DFW area.

Wichita Falls has a median income of \$47,335 and a median home price of about \$230,000.



## MISSION

Enhance our quality of life through responsive service delivery, sound financial management, and partnerships spanning the public, private, and business sectors.

## VISION

Wichita Falls is a vibrant, growing, family-oriented community of unlimited opportunity and civic pride.

## VALUES

The municipal employees and elected officials practice these values:

**Excellence** – We will provide an outstanding work product.

**Integrity** – We adhere to high moral principles and are mindful of the public’s trust in our work.

**Accountability** – We will accept responsibility for our actions and decisions.

**Transparency** – We will be visible, accessible, and open in our communication with the public.

**Innovation** – We will strive to improve service delivery by evaluating and introducing new methods, ideas, and programs.



## GOVERNANCE & ORGANIZATION

Wichita Falls operates under the council-manager form of government. The City Council is composed of seven members, including the mayor, five district representatives, and one at-large representative.

Members may serve two successive three-year terms in the same office, with a maximum of three consecutive terms in any combination of offices. The City Manager is appointed by the mayor and City Council and functions as the City’s chief executive officer.

In the chief executive capacity, the City Manager works with the mayor and City Council, City department directors, and City staff to develop and implement policies. Darron Leiker was appointed Wichita Falls City Manager in 2005 and has served in local government for 27 years.



# RECENT ACCOLADES

- WateReuse President's Award (2018)
- Texas Outstanding Civil Engineering Achievement (2019)
- National Outstanding Civil Engineering Achievement award (2019)
- Bicycle Friendly Community Award (2019)
- Certificate of Achievement for Excellence in Financial Reporting (Multiple)
- CVB "People's Choice" Idea Fair award for best website (2021)
- Texas Municipal Clerks Achievement of Excellence Award (2022)
- Water Partners: Water Systems Helping Water Systems award (2022)
- GFOA's Distinguished Budget Presentation Award (Multiple)
- Texas Comptroller of Public Accounts' Transparency Stars (Multiple)







## COMMUNITY GOALS

The Wichita Falls City Council has developed a strategic plan focused on five primary goals:

- Accelerate Economic Growth
- Provide Quality Infrastructure
- Redevelop Downtown
- Efficiently Deliver City Services
- Actively Engage & Inform the Public





# ABOUT THE DEPARTMENT

Public Works is the only department within the City that is in every residence and business 24/7 and has an employee personally visiting properties twice per week. It takes dedicated people to fill these low-profile positions, and the organization is fortunate to have employees working tirelessly 24/7 to keep safe drinking water flowing, wastewater treated, streets repaired, and garbage collected.

The department is organized into several divisions, including:

- Engineering
- Street Maintenance
- Stormwater Utility
- Sanitation
- Water Supply and Treatment
- Water Distribution
- Wastewater Collection
- Environmental Services
- Wastewater Treatment







## ABOUT THE POSITION

Reporting to the Director of Public Works, the Deputy Director of Public Works assists in planning, organizing, and overseeing the organization's Engineering, Stormwater Utility, Street Maintenance, and Sanitation divisions.

This includes developing, recommending, and administering policies and procedures; setting goals and objectives; reviewing and approving employee actions, plans for public improvements and contractor payments; preparing budgets and record keeping of budgetary and bond fund expenditures for capital equipment and public improvements; and long-range planning for each division. Other duties include:

- Scheduling, assigning, monitoring, and reviewing projects and staff performance
- Recommending purchases, expenditures, capital equipment, and staffing levels
- Managing information submitted by the public and staff by reviewing plats and plans, providing design advice and guidance for engineering activities, and reviewing ordinances for compliance and applicability
- Coordinating information and plans with other departments
- Representing the City to the public and various officials by answering questions and inquiries, providing information, attending meetings, and resolving complaints
- Handling interviews with the media
- Responding to natural disasters or emergencies



# OPPORTUNITIES & CHALLENGES

Wichita Falls' new Deputy Director of Public Works will join a committed team of Public Works professionals and enjoy a variety of opportunities and challenges in the years ahead. In addition to prioritizing building positive relations and trust with the development community and representing the department to the public, the new hire will focus on:

- **Capital Projects** — The new hire will help develop the organization's Capital Improvements Plan and will be involved in approximately \$40 million in capital projects annually.
- **Staff Development** — As an influential leader within the department, this position will mentor and guide young engineering staff to enhance their skills and career progression.
- **Solid Waste Planning** — The selected candidate will evaluate the City's Solid Waste Transfer Station for recommendations regarding future operations and efficiencies of the solid waste collection process.
- **Team Reorganization** — The Deputy Director of Public Works will actively collaborate with the Public Works Director to institute a forward-looking succession plan. This strategic initiative is crucial for the department's future leadership, where the Deputy Director will not only be a key contributor in the planning, but also an integral part of the succession plan as a potential successor to the Public Works Director.





# IDEAL CANDIDATE

The City of Wichita Falls is searching for a strategy-minded servant leader with the experience and skills to serve as the organization's next Deputy Director of Public Works.

Candidates should be familiar with the overall design principles and practices of water, wastewater, stormwater, drainage, and street capital projects and have experience in solid waste management. Design experience in subsurface utilities, roadways, and drainage will also be valuable, as will familiarity with the Texas Commission on Environmental Quality regulations for stormwater collection and treatment.

A natural leader, the right person for this role can build trust and positive relations with stakeholders within and beyond the organization, listen empathetically, resolve conflicts, and work toward compromise and common solutions. City leaders hope to find someone with exceptional communication skills who adapts well to changing conditions and priorities and is eager to mentor the next generation of Public Works professionals.

The ideal candidate is experienced in project management and coordination, enjoys working with the development community and members of the public, and understands the City's political dynamics. They also know how to balance community resources with short- and long-term goals, and they lead by example in working efficiently and effectively.

# EDUCATION & EXPERIENCE

This position requires specialized knowledge, and candidates should hold a bachelor's degree in a relevant field from an accredited college or university, with a master's degree preferred. They should also have seven to 10 years of related experience.

The selected candidate must possess or be able to obtain their Texas Professional Engineer's license within six months of hire. A Texas driver's license will also be required.



# COMPENSATION & BENEFITS

Wichita Falls is offering a salary range of \$121,000 - \$155,000 for this position, depending on experience and qualifications. In addition to a competitive salary, the City provides a comprehensive benefits package, including medical, dental, vision, and life insurance; paid vacation, sick, and administrative leave; 11 paid holidays; and an employee health clinic and gym.

The City participates in a mandatory retirement plan through the Texas Municipal Retirement System featuring a 7% employee contribution with an employer matching ratio of 2:1 and two voluntary 457 plans. Employees also benefit from tuition assistance and flexible work schedules.





## APPLICATION PROCESS

[Please apply online](#)

For more information on this position contact:

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*The City of Wichita Falls provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, national origin, age, disability, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state, and local laws. Applicants selected as finalists will be subject to a comprehensive background check.*

## RESOURCES

**City of Wichita Falls**  
[wichitafallstx.gov](http://wichitafallstx.gov)

**Wichita Falls Public Works**  
[wichitafallstx.gov/19/Public-Works](http://wichitafallstx.gov/19/Public-Works)

**Wichita Falls Convention & Visitors Bureau**  
[discoverwichitafalls.com](http://discoverwichitafalls.com)

**Wichita Falls Downtown Proud**  
[downtownproud.com](http://downtownproud.com)

**Wichita Falls Chamber of Commerce & Industry**  
[wichitafallschamber.com](http://wichitafallschamber.com)

