



DIRECTOR OF FINANCE

Texas City, Texas

EXECUTIVE
RECRUITMENT
PROVIDED BY





THE COMMUNITY

Located on the southwest shoreline of Galveston Bay, Texas City is home to a busy deep-water port on the Texas Gulf Coast. The beautiful gulf coast shoreline and warm weather, combined with the charming atmosphere, plentiful employment opportunities, and proximity to the Houston Metro Area, provide an attractive quality of life for its 55,667 residents who want a close-knit community with a charming small-town atmosphere and conveniences offered by a large metropolitan area.

Texas City's history can be traced back to 1891 when a group of duck hunters traveled to Shoal Point and saw the potential for a port development along the shores of Galveston Bay. By 1893, three brothers from Duluth, Minnesota, had bought 10,000 acres and named the area Texas City. The same year, the federal government allowed a channel to be dredged, with shipments utilizing the channel beginning in 1894. Texas City continued to grow as commerce along the port developed.

By 1908, the Texas City Refining Company was established, refining crude from the Spindletop oilfield. The Texas City Independent School District was formally established in 1905, while the City of Texas City was incorporated in 1911. Throughout the '30s and '40s, Texas City's economy continued to boom with further discoveries of oil across the continental U.S. and commitments to the war effort. Texas City has remained connected with its roots in the petrochemical industry, becoming one of the largest crude-based manufacturing hubs in the United States, and home to the 15th largest port in the country.

Texas City is a popular destination for people who enjoy fishing and outdoor activities. The city is home to the world's largest man-made fishing pier, the Texas City Dike. Stretching 5.3 miles into Galveston Bay, the dike provides unmatched angling opportunities for outdoor enthusiasts, and the City hosts an array of fishing tournaments throughout the year. The west side of the city offers shopping and entertainment options that are popular with residents and visitors. The Lago Mar Lagoon — the largest lagoon in Texas — offers first-class leisure amenities, complete with kayaks, paddleboards, multiple eateries, and bars. The City of Texas City owns and operates an 18-hole municipal golf course, as well as a first-class municipal shooting range that offers pistol, rifle, skeet, and trap ranges. The City prides itself on its special events and festivals, many of which take place on 6th Street in the downtown district including the Lone Star Deluxe Car Show, Texas City Art Walk, Movie in the Park, 4th of July, Touch a Truck Festival, and Mardi Gras.

The oil industry provides the majority of the jobs in Texas City, with five petrochemical companies located in the area. HCA Houston Healthcare Mainland also employs numerous Texas City residents, as does the nearby Tanger Outlet Mall, which features more than 80 brand-name and designer outlet stores. Major employers include Marathon Petroleum, Texas City ISD, HCA Houston Healthcare, City of Texas City, Valero, College of the Mainland, Amoco Federal Credit Union, The Ray Tax Group, and C2C Technical Services,

THE COMMUNITY *continued*

Texas City is thriving. In all areas, it's growing at a record rate. Homes are being built by the thousands. Businesses are not only coming here, they're also relocating their headquarters here. And industry is expanding, with projects planned that have a combined total value in the billions. And yet, Texas City still somehow retains its small-town feel. You still see people you know at community gatherings. Multiple generations of the same families still live here. Town parades are still the place to be. And when someone is in need, the community still rallies together and truly does everything possible to help. Living in Texas City gives you all of the amenities of a big city and a strong economy, with the feel of a small, close-knit community. It is truly the best of both worlds.

Texas City's population is growing at a rate that is approximately twice as fast as the national average. There are approximately 8,000 preliminary residential plats in process, with tremendous residential growth on both east and west side of Interstate 45. High profile major developments include the Sports Illustrated Resort in Lago Mar, which will be the first of its kind in the nation; and major industrial expansion, including \$750 million Marathon expansion and \$800 million ammonia project.

The Texas City Independent School District has a total enrollment of 7,800 students spread across 14 K-12 campuses. Nearby higher education opportunities include the College of the Mainland, with a district that encompasses 237 square miles and five municipalities in Galveston County. The nearby Texas A&M Galveston is a special purpose institution of higher education with undergraduate and graduate instruction in maritime studies in science, engineering, and business.

The City has a median household income of \$61,359 and an average home value of \$264,000.



A City so nice, it has Texas in the name twice.

GOVERNANCE & ORGANIZATION

Texas City operates under the Strong Mayor form of governance, where the Mayor is the CEO of Texas City with certain executive authorities according to the City Charter. The City Commission is comprised of the Mayor, two City Commission Members elected at-large, and four City Commission Members who represent single-member districts. All positions serve two-year terms with no term limits. Positions appointed and/or confirmed by the governing body include all Department heads, City Secretary, and positions on the City's Boards and Commissions.

Mayor Dedrick Johnson has served as mayor since 2020, and this is his 20th year in local government. Prior to being elected mayor, he served 16 years as a City Commissioner in Texas City. Seven of the current nine Department heads have over 25 years of experience in municipal government, while the other two also bring significant combined experience from other arenas.

Major awards received by the City include the GFOAT, Mayor-Public Official of the Year Award, Texas Police Chiefs Association Best Practices Accreditation Award, Library Awards, and Cigna Healthy Workforce Dedication.

The City has a fiscal year budget of \$189,084 and 515 employees. The ad valorem tax rate is \$0.49 per \$100 of valuation.

MAJOR PROJECTS

(underway or recently completed)

Fire Station #4 with Police Substation
(completed in Feb. 2024)

Two Community Center Shelter
expansions

Moses Lake Pump Station (will be the
third one in the City)

Major infrastructure storm drainage
repairs (ongoing)

Waterline Rehab Phase 21 and
Waterline Rehab Phase 22

32nd Street Ground Storage Tank
Rehab

14th Street Elevated Storage Tank

Sewer Rehab 22 & 23

Lift Station #7 & #15 Rehab

Community Plaza Project

VISION

A City of the future in which a prosperous, diverse economic base is strengthened by a commitment to serve as an international leader in emerging technologies with opportunities for all economic and social levels in an inclusive environment that balances broad interaction among all races, ethnicities, and cultures. A leader in industry, business, and finance located with immediate access to major land and air transportation arteries, while maintaining a small-town atmosphere and convenience with varied cultural and recreational opportunities emphasizing the quality of life.

MISSION

The mission of the City of Texas City is to serve and benefit our citizenry equally and fairly by providing professional, dependable services oriented toward enhancing the quality of life for our customers, improving our community, protecting our environment, and instilling pride in our employees. We will accomplish these goals through people, policies, and procedures that inspire caring, responsive, quality public service.



ABOUT THE DEPARTMENT

The Finance Department is responsible for the supervision, administration, and planning of the City's financial activities. These activities include Budget Management, Accounting, Payroll, City Investments, Financial Management, Cash Collections, Purchasing, Utility Billing & Customer Service, and Information Technology.

This Department is responsible for the City's overall budget and has 19 employees.



ABOUT THE POSITION

The Director of Finance is responsible for directing all financial and operational activities of the City of Texas City, including but not limited to customer service, accounting, information technology, utility billing, payroll, and purchasing. In addition, this position attends meetings of the City of Texas City Commission and Corporations of the City; negotiates insurance contracts and other related work; and is a member of the Executive Committee of the City of Texas City. This position is appointed by the Mayor and confirmed by a majority of City Commission.

Responsibilities of the Finance Director include preparing and submitting the annual budget to the Mayor and the City of Texas City Commission for approval, and preparing and submitting budget amendments to City of Texas City Commission or Corporation board(s) for approval. This position directs general finance operations and keeps the Mayor fully informed of financial forecasts, economic conditions, and the finance condition and needs of all departments. They monitor and revise finance and accounting policies; monitor and direct City of Texas City's debt and investment activities; and perform as the liaison for financial and utility billing software concerns/issues.

The Director of Finance will attest to and number, date, and effect changes in contracts authorized by commission actions. They will negotiate franchise fees, health insurance, and workers compensation contracts and answer inquiries from the public and City of Texas City officials regarding financials, water billing, tax billing, and policies. The Finance Director will review and approve all invoices for payment and review and approve all purchase orders over \$3,000 for compliance. Other duties include maintaining and updating the general ledger; preparing and posting year-end entries to general ledger for City of Texas City's annual audit; and working with City of Texas City's external auditors for the annual audit.



OPPORTUNITIES & PRIORITIES

The next Director of Finance will focus on the following opportunities and challenges:

- **FY 2025 Budget:** Be ready to participate in FY 2025 budget preparation, helping to make the process transparent. They will work with the Mayor in the budget process to capture the big picture from a financial perspective and tell the City's story.
- **Review & Recommend:** Review the Finance Department's policies and practices and make recommendations for improvements that will position the Department and the City for the future.
- **Grants:** Become familiar with the City's current grants, including the Finance Department's responsibilities in collaborating with other Departments to ensure proper policies and procedures are in place.
- **Long-Term Investment Strategy:** Review the City's long-term investment strategy and make recommendations to ensure the City is positioned well for the future.
- **Long-Range Financial Plan:** Work with the other Departments to develop a long-range financial plan, including maintenance and operation needs and resources in the long term.
- **Long-Range Capital Projects:** Work with other Departments to develop a long-range Capital Projects Plan that also considers maintenance impacts.
- **Plan for Future:** Look at financial needs for the future and ability to plan for change, as well as sustain the infrastructure that follows, as Texas City is currently in high-growth mode. Keep in mind that the City is currently in great financial shape with a healthy balance in all funds, a great staff and all of the resources needed to be successful.
- **Organizational Culture and Development:** Spend time learning the culture of the organization and community, and develop the Finance Department team through mentorship, communication, and guidance.



IDEAL CANDIDATE

The City of Texas City is seeking a detail-oriented, forward-thinking leader to serve as its next Director of Finance. The ideal candidate will be a leader of people, rather than a manager, who will guide and direct the Finance team. This means they will collaborate well with others, establish strong relationships, and bring the team closer together. They will have excellent people skills, a dedication to customer service, and a positive attitude to help make Texas City the best place to live.

The ideal candidate will understand the scope of every City Department and be able to work well with them. They will look at the “big picture” and be skilled in translating technical financial concepts to key elected leaders in an easy-to-understand way. Sharing this information with the public is equally important. Being firm when required, yet flexible enough to work toward solutions is ideal for the chosen candidate, as is being self-guided and able to independently determine what needs to be done and work toward the goal.

Bringing new ideas and perspectives is important for the next Finance Director. They should also be willing to work with other Departments to help with revenue enhancement ideas, cost savings, and other finance matters. The ideal candidate will encourage professional development; mentor and guide others; and share knowledge for the betterment of the organization. The ideal candidate will understand their role in role in safeguarding the City’s finances and the taxpayers’ money.

Other attributes of the ideal candidate include:

- Knowledge of fiscal functions and practices of municipalities.
- Skilled in the use of computers and software applications related to the essential functions of finance operations.
- Proficient in effective communication, both verbally and in writing.
- Able to establish, accept, delegate, and control policies and procedures of the City of Texas City.
- Able to establish and maintain effective working relationships with other personnel and the public.

EDUCATION AND EXPERIENCE

This position requires a bachelor’s degree in accounting or a closely related field; plus 10 years of experience in a progressively responsible position in finance administration, with at least five (5) years as an assistant director or director. An equivalent combination of training, education, and/or experience will be considered. Municipal experience in accounting, financing, budgeting, treasury, purchasing, tax, utility billing, municipal operations, and information technology is highly preferred. Being a Certified Government Finance Officer (CGFO) or Certified Public Accountant (CPA) is preferred. A master’s degree is preferred. Candidates must be bondable.

COMPENSATION AND BENEFITS

The starting salary range for this position is \$129,000-\$193,500, depending on qualifications and experience. City employees enjoy diverse benefit offerings, including medical, dental, and vision insurance; paid holidays, vacation, and sick leave; disability and life insurance; supplemental insurance options; pet insurance; deferred compensation; education; and bilingual pay. The City is part of the Texas Municipal Retirement System, which includes employee contributions of 7% and an employer matching rate of 2:1.

Additionally, this position will receive a car allowance of \$9,600 per year; a City-provided laptop and cell phone; education pay for degree(s); and a fitness center membership.



APPLICATION PROCESS

[Please apply online](#)

For more information on this position, contact:

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



RESOURCES

City of Texas City
texascitytx.gov

Finance Department
texascitytx.gov/236/Finance

Texas City Economic Development Corporation
texascityedc.com

Texas City-La Marque Chamber of Commerce
tclmchamber.com

Visit Texas City
texascitytx.gov/101/Visitors

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