



CITY ENGINEER

DIVISION MANAGER-ENGINEERING SERVICES

Abilene, Texas



EXECUTIVE
RECRUITMENT
PROVIDED BY





THE COMMUNITY

More than 125,000 friendly people call Abilene home, as the city offers a comfortable mix of Old West heritage, contemporary culture, and traditional values.

As a Top Texas Destination, there is something for everyone in Abilene. Visitors and locals can feed the giraffes at the Abilene Zoo or relive rugged western lore through cutting-edge technology at Frontier Texas; art enthusiasts can find inspiration at various museums; and cultural events held in Downtown Abilene, such as ArtWalk, City Sidewalks, and the annual Children’s Arts and Literacy Festival, delight attendees of all ages.

Conveniently located at the center of a 22-county area known as the Big Country — and just 180 miles from the Dallas/Fort Worth Metroplex near the state’s geographic center — Abilene is a centerpiece for employment, retail, and medical services in West Texas that offers the perfect balance between urban and rural life.

While the City continues to expand, the manufacturing and wind energy industries have increased to meet growing demands and opportunities. The urbanized areas are clustered primarily inside the city limits of Abilene, serving not only Abilene’s interests but also those of a large rural community focused on farming, ranching, and resource production.

Interstate and state highways, Union Pacific Railroad cargo service, and air travel via Abilene Regional Airport provide citizens and industry easy access to transportation services.

Established in March 1881 upon the completion of the Texas and Pacific Railroad, Abilene’s history of civic progressiveness and logistic function as a regional center for distribution, commerce, industry, transportation, and education provide an assortment of lodging, dining, cultural, and retail opportunities typically found only in much larger cities.

**ABILENE METROPOLITAN
STATISTICAL AREA (MSA)**
172,310



MSA CIVILIAN LABOR FORCE
76,141 (2019)



POPULATION: 125,000+
AVERAGE AGE: 32.2



NUMBER OF HOUSEHOLDS
46,225

AVERAGE HOUSEHOLD INCOME:
\$63,224



**AVERAGE HOMESTEAD
APPRAISED VALUE: \$133,551**

THE COMMUNITY, CONTINUED

For those pursuing higher education, Abilene is home to Abilene Christian University, Hardin Simmons University, McMurry University, Cisco College, and Texas State Technical College (Abilene Campus), as well as pharmacy, nursing, and public health graduate programs offered at the Texas Tech University Health Sciences Center.

Combined with attractive and affordable housing, excellent schools, a revitalized historic downtown, an assortment of tourist attractions, recreational possibilities, top-notch medical facilities, a regional industrial hub, Dyess Air Force Base, and a thriving philanthropic community, it is clear why Abilene is the place so many choose to live and work.

CITY MISSION STATEMENT

We work together to build and maintain a community of the highest quality for present and future generations.

CITY OF ABILENE CORE VALUES

Respect

- Demonstrating through our actions that we hold ourselves and our citizens in high enough regard to do what we say we will do, in the timeframe we commit to.
- Recognizing that everyone has dignity and deserves helpful, courteous, and prompt attention.
- Consistently doing what is necessary, expected, and required, and when able to do so, exceeding expectations.

Integrity

- Possessing an unwavering commitment to doing the right things right.
- Consistently adhering to high professional and ethical standards.
- Keeping commitments to our citizens, co-workers, and others.

Service Above Self

- Being open and approachable to council members, citizens, and our fellow employees at all times.
- Treating our customers like we would like to be treated.
- Fostering a servant's heart in ourselves and each other by conscientiously doing what is best for the community in all cases.
- Passionately committed to serving others.
- Helping to make our citizens' lives better.
- Finding ways to say yes.

Excellence in All We Do

- Delivering on promises made, taking personal responsibility for achieving community-minded goals.
- Leading by example, recognizing the importance of working together to meet everyone's needs, treating everyone with dignity, courtesy, and respect.
- Sharing resources and information freely.
- Communicating regularly and honestly with council members, citizens, and employees.
- Having a can-do attitude.

GOVERNANCE AND ORGANIZATION

The City of Abilene is a home-rule city with a council-manager form of government featuring a mayor and six council members. The community's mayor is elected at large, while council members are elected at large with residency requirements — three from the north side of town and three from the south. The City Manager, City Secretary, City Attorney, Municipal Court Judge, and all board and commission members are mayoral appointments approved by the City Council.

The City is organized into 14 departments that report to the City Manager: General Government, Human Resources, Finance, Planning and Development Services, Public Works, Information Technology, Police, Fire, Transportation Services, Library, Zoo, Parks and Recreation, Health, and Water.

The City has a FY2023-2024 operating budget of \$334.9 million, and an ad valorem tax rate of \$0.7328 per \$100. It supports nearly 1,300 full-time employees.

ABOUT THE DEPARTMENT

The Public Works Department delivers and manages a number of systems, services, and projects that are vital to the City of Abilene.

Divisions in the Public Works Department include:

Engineering: Develops and maintains City design standards and specifications, City maps, and street directories. This division also issues permits for driveways, curbs, gutters, and sidewalks, and reviews and approves all engineering documents submitted by outside parties.

Inspection Services: Works to provide expertise and oversight in the expansion and maintenance of City infrastructure.

Land Management: Oversees and advises in the acquisition and disposition of property.

Solid Waste & Recycling: Administers a comprehensive waste management system for the City.

Stormwater Services: Promotes stewardship of Abilene's lakes, creeks, and drainage ways while maintaining compliance with federal, state, and local stormwater regulations.

Street Lighting: Maintains the streetlights overseen by the City.

Street Services: Maintains the highest quality and most aesthetically pleasing public street system with the available resources.

Signs, Signals & Lighting (formerly Traffic Services): Works to provide safe and efficient movement of people and goods on public streets.

The Abilene Metropolitan Planning Organization: Works with local, state, and federal agencies along with community partners and citizens to accomplish regional planning under one voice.

The Public Works Department has 178 employees and an annual budget of \$51,761,878.





MISSION

The Mission of Public Works is to deliver quality service to all customers, whether they be citizens, employees or persons from outside the activities for the City. The City Engineer has nine direct reports in the Engineering Division.

ABOUT THE POSITION

Under the general direction of the Director of Public Works, the City Engineer oversees the City of Abilene's Engineering Services Division. This position plans, organizes, directs, supervises, and coordinates the engineering activities for the City. The City Engineer has nine direct reports in the Engineering Division.

The City Engineer will work with Engineering Division staff on planned engineering projects; develop short- and long-range plans for City engineering projects; assign engineering plans, including schedules, feasibility studies and cost estimates; and perform overall project management for public works. This position reviews engineering plans and programs and the development of project scope requirements. They prepare the Engineering Division budget, review operational procedures, and assist in the hiring, supervising, and evaluating of staff.

Advising other departmental personnel on engineering functions associated with their work is part of the City Engineer's job. They also assist in liaison efforts with other City departments and outside organizations, responding to information requests and general citizen inquiries. The City Engineer represents the Department Director before Council and other agencies and groups as required and appropriate. They serve as the staff liaison and technical advisor for the Street Maintenance Advisory and Appeals Board, which is a recommending body to the City Manager for street maintenance projects.

Being able to safely operate a City vehicle periodically to support City activities is important. This position may involve transporting personnel to and from locations outside of City Hall, delivering or picking up materials for day-to-day operations, and attending off-site meetings. The City Engineer may be exposed to cold, heat, noise, outdoors, chemicals, explosive materials, mechanical hazards, and electrical hazards. This position travels to other work locations.

OPPORTUNITIES & CHALLENGES

The new City Engineer will focus on the following opportunities and challenges:

- Continue implementing the Street Maintenance Program, as it is one of the top three priorities of the City Council. The City receives approximately \$12 million annually from a voter approved Street Maintenance Fee plus additional general fund revenue that is used for the annual Street Maintenance Program, with the design for these projects completed with in-house Engineering staff.
- Plan, design and construct conversions of streets in the downtown to assist with downtown revitalization.
- Design and construct necessary stormwater drainage projects.
- Implement an infrastructure maintenance plan to design and update traffic signals and traffic signs city-wide.



IDEAL CANDIDATE

The City of Abilene seeks an experienced, solutions-oriented leader to serve as its next City Engineer. The ideal candidate will be knowledgeable in the principles and practices of engineering as applied to public works or utilities construction and maintenance, including methods, materials, and techniques. They will be able to apply fundamental concepts of engineering theory and effectively prioritize and manage multiple projects simultaneously.

The ideal candidate is someone with a good understanding of the City codes, who can be flexible in their application depending on the circumstances. They will understand the political landscape within the City and development community and be able to establish and maintain excellent relationships, both internally and externally. The ideal candidate will have experience mentoring and training younger staff engineers.

A calm demeanor and a willingness to listen to everyone to arrive at informed decisions are important attributes for the chosen candidate. They will have excellent communication skills and presentation skills. Being able to resolve issues quickly is important. The chosen City Engineer will be knowledgeable in the Manual on Uniform Traffic Control Devices; office management practices, technology, and methods; equipment management, usage, maintenance, and safety; and safe driving principles and practices. They will understand contract administration of professional services and construction contracts. Someone familiar with supervisory principles and methods, including goal setting, administration, employee development, and employee supervision, is desired.

Additional qualities in the ideal candidate include someone skilled in:

- Effectively providing independent judgment and decision-making expertise in the application of technical engineering skills.
- Applying advanced skills and knowledge in approaches and systems that affect the design and implementation of major programs and/or processes throughout the City.
- Designing, supervising, and reviewing the preparation of engineering plans and studies.
- Communicating effectively, both orally and in writing, in a clear and professional manner.
- Maintaining accurate records.
- Assimilating information to arrive at logical conclusions and to make responsible recommendations.
- Analyzing problems, evaluating alternatives, and making recommendations.
- Providing responsible administrative assistance in budget, organization, personnel, staffing, and scheduling in a large, service-oriented department.
- Managing conflict and resolving disputes with construction projects and the public.
- Establishing and maintaining cooperative working relationships with those contacted in the course of work, both internally and externally.



- Following and embracing the City of Abilene Core Values - Respect, Integrity, Service Above Self, and Excellence in All We Do.
- Leading, managing, and performing in a manner that accomplishes the Division's mission and treats team members with dignity, courtesy, and respect.

EDUCATION & EXPERIENCE

This position requires a bachelor's degree from an EAC/ABET-accredited university with major course work in civil engineering or a related engineering field. Experience in organizational management activities, including budgetary control, and five (5) years of progressively responsible engineering experience after registration is required. Graduate-level engineering education may be substituted for engineering experience on a year-per-year basis. Experience in land development, including grading, drainage, and street and utility design, is preferred. Municipal City Engineer experience is preferred. A relevant combination of education, experience, and training may be considered.

Required certifications include:

- Licensed Professional Engineer by the State of Texas Board of Professional Engineers and Land Surveyors (or ability to obtain within six months).
- A valid Texas driver's license (or the ability to obtain one within 90 days or a military waiver).
- Certified Floodplain Manager certification (or the ability to obtain one within 12 months).

COMPENSATION & BENEFITS

The City of Abilene offers a competitive salary range of \$114,325-\$171,488, depending on qualifications and experience. The organization provides a comprehensive benefits package, including medical, dental, vision, and life insurance; generous leave policies, sick pay rewards, and longevity or stability pay; an employee health clinic; and more. Abilene participates in the Texas Municipal Retirement System, with a 7% employee deposit rate and 2:1 employer match. Voluntary 457(b) retirement plans are available. Relocation assistance may be available.

APPLICATION PROCESS

[Please apply online](#)

For more information on this position contact:

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Strategic Government Resources

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The City of Abilene, Texas, 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 Abilene

<https://abilenetx.gov>

Abilene Convention & Visitors Bureau

<https://www.abilenevisitors.com>

Development Corporation of Abilene

<https://developabilene.com>

Abilene Chamber of Commerce

<https://www.abilenechamber.com>

Promotional Videos

<https://www.youtube.com/watch?v=1XP8umQpY8E>

<https://www.youtube.com/watch?v=0-RPnnCqt4k>

<https://www.youtube.com/watch?v=Z71bzTVZFnk>

