

THE CITY OF BRIDGE CITY, TEXAS

IS SEEKING CANDIDATES TO SERVE AS

City Manager



Visit Bridge City on the web at <http://bridgcitytex.com>



Bridge City Historical Museum

ABOUT THE COMMUNITY

Incorporated in 1970, Bridge City (pop. approximately 9,500 and 6.5 square miles) is located in Southeast Texas and aptly named due to primary access to the community via several bridges. According to the Texas State Historical Society, the community was originally named Prairie View for its location on the coastal prairie but, after construction of the Rainbow Bridge over the Neches River linking Orange County to Jefferson County, the name was changed to Bridge City. Access to Bridge City is over several bridges that cross Cow Bayou, connecting to Orange on the north, and the Neches River connecting to Port Arthur to the south. The Rainbow Bridge opened in 1938, and according to historical references, originally was named Port Arthur-Orange Bridge until 1957 when an initiative for a new name led to a public contest selection of its current name, Rainbow Bridge. The Bridge was constructed to satisfy not only the area traffic needs but the large ships built by the Bethlehem Steel Beaumont Shipyard. The Bridge is 233 feet tall and has a clearance of 176 feet. The Bridge's height was necessary to accommodate the large ships but also offshore drill platforms for the oil industry. Because of this height, it is called the tallest bridge in Texas.

In 1994 it was named to the National Register of Historic places. In 1990, Veterans Memorial Bridge was constructed adjacent to Rainbow Bridge. The additional bridge allowed eastbound traffic on Veterans Memorial and westbound traffic on Rainbow Bridge.

Despite its population being slightly less than 10,000, it is within a trade area of about 400,000. Bridge City is part of the larger Beaumont-Port Arthur Metropolitan Statistical Area (MSA), which encompasses multiple counties in southeast Texas. The City is located approximately 25 miles from the more urban Beaumont, an hour and forty-five minutes from Houston and only five miles from the Louisiana state line. The community is relatively affluent with a median household income of \$93,867, approximately 30% higher than the median County household income level. Within the region, Bridge City's housing opportunities are affordable with 2023 median price of approximately \$240,000. Due to a strong diversity of employment opportunities, the community provides many neighborhood options including first home communities to executive housing. Located within a region

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comprised of a substantial employment sector including oil, gas, and general petrochemical industries, Bridge City is home to many of the area's principal employers. The current construction of an \$8.5 billion Golden Triangle Polymers plant, a joint venture between Chevron-Phillips Chemical Company and an indirect subsidiary of QatarEnergy with several thousand new jobs anticipated, is an example of the regional economic impacts facing the community. Other notable employment sectors include a robust healthcare sector and numerous supply chain manufacturers to the petrochemical industry.

Education is a strong pillar within the community where the Bridge City Independent School District routinely ranks as a top school district within the region. Families continue to be attracted to the community for its quality of educational opportunities. In May 2022 voters overwhelmingly (by approximately 2/3) approved two bond proposals for construction of a new middle school and a new career and technical edu-

cation building at the high school. Additionally, there are 27 colleges within 100 miles. The nearest community college is Lamar State College Orange within approximately 7 miles of Bridge City. Others in very close proximity include Lamar Institute of Technology, Lamar University Beaumont and Lamar State College Port Arthur.

The community is surrounded by extraordinary natural beauty. Outdoor recreation is popular among residents who enjoy the proximity to coastal living, allowing for boating, fishing, hiking, and exploring wildlife preserves. The Cow Bayou, Lower Neches natural wildlife management areas and Sabine Lake are popular attractions for local residents and visitors alike.

Many of the community's residents enjoy a strong generational connection with a support network that is evident by their participation in many organizations. Residents enjoy the participation in civic responsibilities and a commitment to service to one another. Bridge City residents pride themselves on being a community where neighbors help neighbors. The current members of the City Council are such an example. All have known each other and their families for years, with some as childhood friends. These values of civic involvement and leadership are also evident where Bridge City Mayor Rutledge is the current President of the Texas Municipal League bringing important statewide exposure to Bridge City in that role.

ABOUT THE CITY GOVERNMENT

Bridge City is a Council-Manager form of government and operates with an adopted City Charter. In addition to the City Manager, Charter Officers include the City Secretary, City Attorney, and Municipal Judge. All four positions report to and are appointed by the seven-member City Council. The City Manager has authority over all remaining departments. Pursuant to the City Charter, residency by the City manager is required. The City Charter establishes a limit of five consecutive two-year terms for the Councilmembers and Mayor. City Council elections are non-partisan, and the Mayor and Council Members are elected at-large, in staggered terms. Per the City Charter, "the Mayor shall be held responsible to the City Council for execution of the law and the administration of the government of the City". The Mayor presides over Council meetings, is ceremonial head of the government and otherwise has all the same responsibilities, privileges, and

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Bridge City Mayor and City Council	
David Rutledge	Mayor
Aaron Roccaforte	Place 1
Mike Reed	Place 2
Bryant Champagne	Place 3
Patty Collins	Place 4
Terri Gauthier	Place 5
Sherby Dixon	Place 6

authority as a Council member. The Mayor participates and votes as a member of Council but does not have veto authority. Bridge City has enjoyed extraordinary stability in City Man-

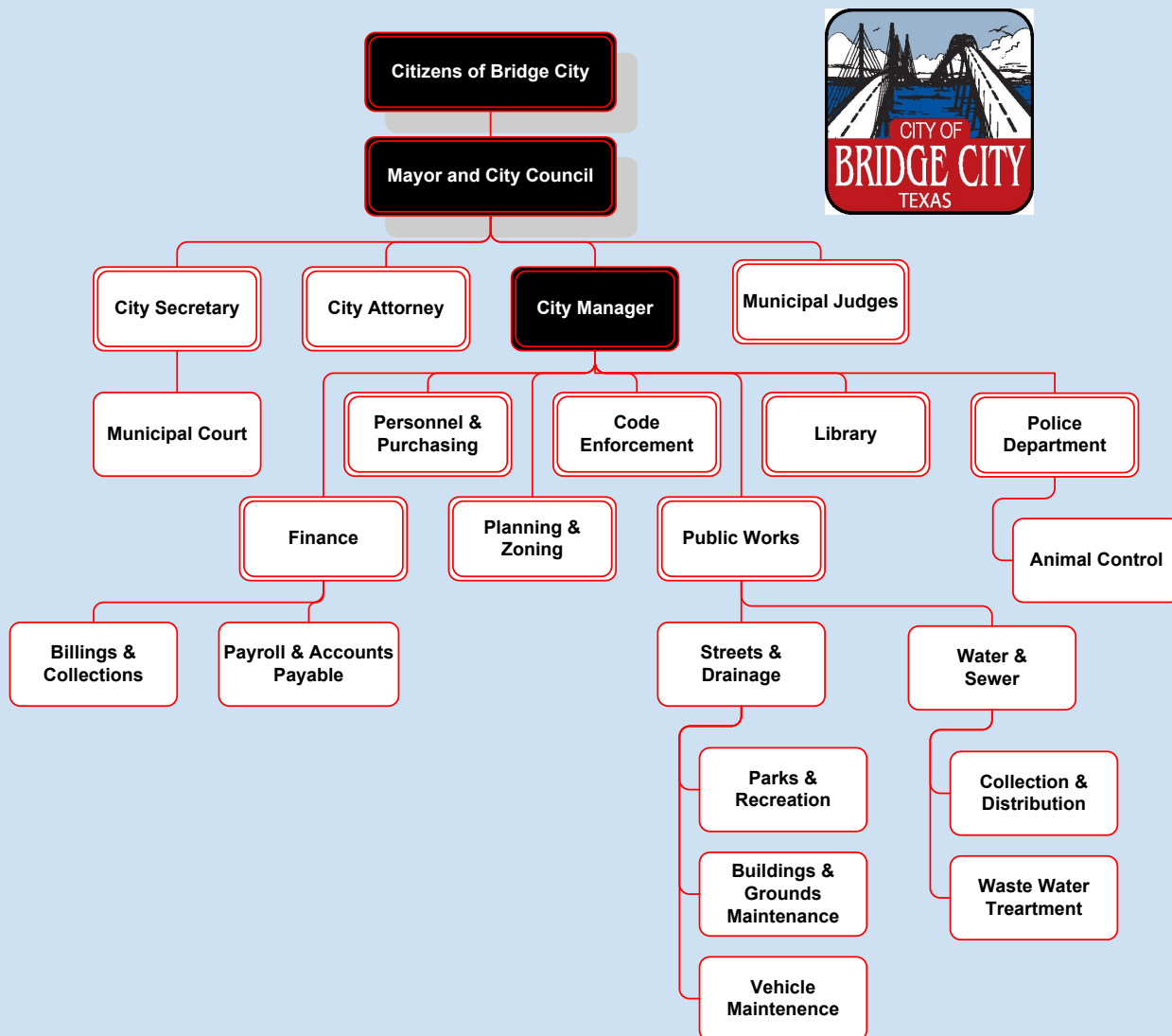
agers.

Except for the most recent manager, who voluntarily resigned after a brief one-year term, the City has had only 4 city managers within the last 28 years.

Bridge City provides many services including public works, streets, drainage maintenance, utilities, human resources, building, zoning, library, and police. The City also operates highly popular community and senior citizen centers. Fire service is provided through an Emergency Services District with a station located within the City, and the City contributes to the Fireman’s retirement fund. The City staff is a talented and dedicated staff of 59 FTEs with 5 part-time, providing services through ten departments.

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City of Bridge City, Texas Organizational Chart



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Police has a recognized bargaining unit. The organization also prides itself on a very low turnover rate, with many junior and senior staff members serving extended years of service.

The City is fiscally strong and has seen several years of credit rating increases with an A3 rating on its most recent bond review. The annual budget for Fiscal Year 2022/23 is \$11.4 Million, with the General Fund comprising slightly more than 50%, and the Utilities Fund approximately 40% and Special Revenue funds at approximately 10%.

ISSUES, OPPORTUNITIES, AND CHALLENGES (not prioritized)

The primary issues for the current and next fiscal year include:

- Developing an infrastructure maintenance and long-term operations plan. Identifying gaps and possible options for re-sourcing the plan.
- Developing a strategy for traffic impacts, notably on State Highway 87 where new investment is creating unique opportunities and challenges.
- Working with the City Council on a Strategic Plan and/or Comprehensive Plan that addresses current conditions, opportunities, and goals for addressing the implications of growth.
- Communications and technology strategies for articulating City Council initiatives with the community, advancing transparency and generally modernizing outward/public facing technology.
- Strengthening finance and internal control procedures and policies.

THE CITY MANAGER

The City Charter specifies that the City Council shall appoint the City Manager, City Secretary, City Attorney and Municipal Judge. The City Manager oversees the day-to-day operations of the organization and is the Chief Administrative Officer and policy advisor to the City Council.

DESIRED POSITION REQUIREMENTS

Education and Experience

Requires a combination of education and experience equivalent to attainment of an MPA or MBA; with an emphasis in municipal finance, emergency management and communication skills as applicable and at least 5 years of increasingly responsible local government management experience gained in a community or other public agency. Experience in Texas is not a prerequisite, however management and leadership development skills are desired. Recent experience as a department head, assistant or deputy city manager may also be considered with responsibilities that have included budgeting, finance, regional partnerships/collaboration, and/or emergency services. The successful candidate must clearly possess and apply the superior management and leadership knowledge, skill, and ability, commitment, and energy needed to achieve the Council's goals.

The Mayor and Council are interested in their next City Manager with skills and/or experience in the following areas:

- Financial management skills with strategic planning and budgeting experience.
- Experience in, either directly or regionally, with emergency management and/or emergency services; National Incident Management System (NIMS) experience and/or appropriate certification.
- Responsive, organized and a prompt follow-through method of communication - willingness for open-door policy.
- Comfortable with being visible in the community, a resource for residents, businesses, educational partners, and regional and state agencies. This includes enhancing relationships with area cities, the Council of Governments, schools, and special districts.

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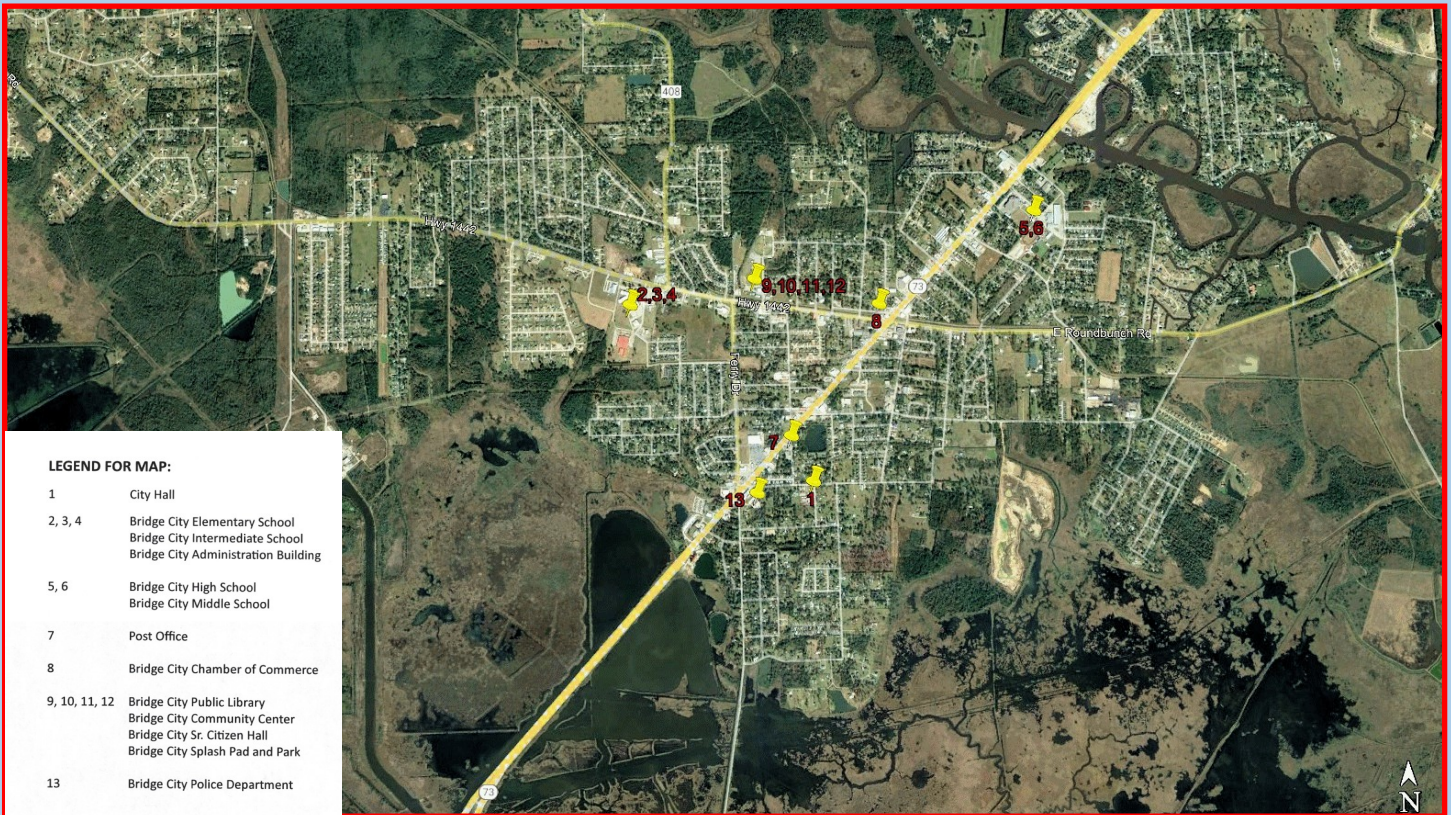
- Comfortable being a public advocate/representative for Bridge City’s interests, values, and initiatives.
- Maintenance, management, and delivery of utilities including water, wastewater, and drainage operations.
- Streets maintenance and pavement preservation management operations.
- Experience in pursuing other funding opportunities and increasing the City’s ability to access all available non-City funding sources such as federal or state grants or local government assistance programs for various critical infrastructure such as water, wastewater, and area-wide drainage improvements.
- Experience and/or knowledge in public communication strategies, branding and messaging via social media, websites, and other technology platforms.
- Innovative practices and affiliated technology that improve systems, processes, efficiencies, and costs.
- Experience in strengthening the City’s balance sheet/finances, possibly through efficiencies, system improvements, innovation; evaluating new revenue opportunities and strategies for streamlining operating costs.
- Local and/or regional experience in business retention, growth, and various economic development strategies.
- Cultivating a culture of collaboration between Council and staff.
- Mentoring, developing, and providing support to a professional staff.
- A track record of embracing professional development, knowledge transfer and empowerment of City staff.
- Collective bargaining.

Additional notable qualities to include:

- Treats everyone with fairness, dignity, and professionalism.
- Strong communication skills with the ability to speak extemporaneously with professionalism.
- Committed to implementing proactive communications with the City Council including providing timely updates on emerging issues.
- Goal oriented, strategic thinker and someone who is not afraid to challenge the status quo if options are available to

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exceed service expectations. Someone who can be firm, when needed, but fair.

- Takes the initiative on issues and challenges.
- Politically astute but nonpolitical with the ability to act impartially and independently while supporting the goals of the Council.
- Exceptional professional interpersonal skills both within and outside of the organization; recognizing that the position is a high profile one.
- Calm and approachable demeanor even while under pressure.
- Demonstrates active listening skills with the recognition that there is always an opportunity to learn in each personal engagement.

Leadership Style With Staff

- An ethical leader who inspires and supports the work of the team.
- A strong listener and communicator who inspires and empowers staff to be creative, open to new ideas.
- A cautious leader, who takes appropriate time to evaluate change before implementing change. Being mindful not to jump to conclusions.
- Respectful to the Mayor and Council, recognizing the challenges of their roles when interacting with them.
- Is fair, evenhanded, consistent and respects adopted policies and procedures.
- Being active and visible within the community.
- Supports continuing and ongoing professional development.

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- Appropriate technical competencies in areas involving budget and finance.

With the Community

The City Council desires the City Manager to be visible, accessible and in many circumstances, the “Face of the Community.” Expectations are for the manager to be involved with service organizations, the Chamber of Commerce, educational advisory groups, and committees.

With Other Governments including County, State and Schools

Bridge City currently has long-standing partnerships with the community’s organizations including the Bridge City Independent School District, Southeast Texas Regional Planning Commission, and the Southeast Texas Economic Development Foundation. These and likely other organizations are expected to need active involvement by the City Manager.

COMPENSATION AND BENEFITS

Compensation for the position will be highly competitive. Beginning compensation is negotiable based on qualifications and experience. The City provides excellent employee benefits which include paid time off, medical, dental, prescription drug, life/AD&D, retirement benefits and professional development. The City also offers employee paid supplemental plans such

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Examples of Bridge City Housing





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as vision, long term disability, and more. Relocation expenses are negotiable.

APPLICATION AND SELECTION PROCESS

The recruitment will remain open until the position is filled. The first review of applications is scheduled for Monday, September 25, 2023. Resumes are considered confidential unless the applicant indicates otherwise. To apply, please email a letter of interest, a detailed résumé, and current salary to:

Robert E. Slavin, President or John Kross, Southwest Regional Manager

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THE CITY OF BRIDGE CITY IS AN EQUAL OPPORTUNITY EMPLOYER