



THE CITY OF
BURLESON
TEXAS

**DIRECTOR OF
CAPITAL ENGINEERING**
City of **Burleson, Texas**

Recruitment Services Provided By



The Opportunity

The City of Burleson, Texas offers an exciting career opportunity for a talented engineering leader to oversee and deliver the many capital projects in Burleson as the city continues its journey of rapid growth. The successful candidate will have the chance to make a lasting impact on the quality of life of those who reside in and visit Burleson by delivering important capital projects to the city. This recruitment represents a great opportunity to serve in an inaugural role as the Director of Capital Engineering and join a high-performing, cohesive leadership team that is laser-focused on service and organizational excellence.





About Burleson

Located on the southern edge of the flourishing Dallas-Fort Worth metroplex, the City of Burleson has an estimated population of 53,500 residents in a land mass of 28 square miles. Burleson has been progressive in attracting businesses for economic development to diversify its tax base and by establishing development agreements within its extraterritorial jurisdiction to strategically manage growth outside its current borders.

The City of Burleson's family-oriented environment, outstanding schools, plentiful and affordable land, and rolling hills have made it a desirable community to live, work, and play. Burleson residents have placed a high value on nature and recreation with over twenty parks encompassing over 550 acres. The school districts serving Burleson consistently outperform state and national averages in college entrance exam scores, and its quality of life is further enhanced by a very low crime rate.

A recent resident satisfaction survey in Burleson revealed a high level of satisfaction and confidence in the local government. Some noteworthy results of that survey indicated:

- 93% indicated Burleson was an excellent or good place to live (national average: 62%)
- 98% felt Burleson was an excellent or good place to raise children (national average: 41%)
- 88% felt very safe or safe overall in Burleson (national average: 68%)
- 86% were proud to call Burleson home (national average: 47%)

Quality of services satisfaction ratings for Burleson's City-provided services rated above the U.S. average in 44 of the 63 areas assessed. Major categories of City services that had the highest levels of satisfaction were:

- Quality of public safety services (90%)
- Quality of solid waste services (90%)
- Quality of wastewater/sewer services (85%)
- Quality of parks and recreation facilities and programs (79%)

*The entire City of Burleson Resident Satisfaction Survey Report can be viewed [here](#).

City Government

The City of Burleson operates under a Council-City Manager form of government. Citizens are represented on the City Council by the mayor and six council members, all elected at large to serve 3-year terms without limits. The Council is responsible for policy-making and general oversight and appoints the City Manager to conduct daily operations through a professional staff in accordance with the law and appropriate procedures. The City Council also appoints a City Attorney, a City Secretary, and a Municipal Judge.

The City Manager leads the provision of a full slate of municipal services, carried out by approximately 435 full-time employees and a current adopted budget of \$257 million. Services are delivered through 13 municipal departments.





The Capital Engineering Department

The Director will oversee a department made up of a Deputy Director, four (4) engineers, a Construction Manager, four (4) inspectors, and an engineering coordinator who provides administrative support to the department. The Capital Engineering Department provides technical engineering and project management to ensure the capital projects in Burleson are delivered consistent with City Council and City Manager expectations.

The Director of Capital Engineering and the Capital Engineering Department will oversee the following as part of the overall 5-year, \$264 million Capital Improvement Project Plan:

- \$43 million expansion/renovation of the existing Police Department facility.
- Implementation of an Intelligent Traffic System.
- Planned construction of the fourth fire station in Burleson.
- Construction of an industrial pump station expansion, which will provide MGD capacity to support maximum buildout of the City of Burleson.
- Several master thoroughfare street projects aimed to increase capacity and relieve traffic congestion.

The Position

The Director of Capital Engineering serves as a member of the executive leadership team to implement city-wide capital engineering goals as stipulated by the City Council, City Manager, and the Deputy City Manager. This is a newly created position in the City organization that will serve a critical role in managing Burluson's current 5-year, \$264 million Capital Project Plan, along with future programs. Reporting to the ACM, the Director will oversee the Capital Engineering Department and assume responsibility for management of the Capital Engineering functions. Primary responsibilities include:

- Coordinating the preparation of project designs, economic analysis, cost estimation, engineering and ergonomics for capital projects.
- Planning, prioritizing, coordinating, and aligning work activities to ensure that effective project engineering services are delivered.
- Partnering with Operations, Maintenance, Superintendents and other members of the executive leadership team to establish and align project priorities.
- Communicating accurate and timely project information in a clear, concise, and easy to understand format.
- Monitoring and responding to project metrics.
- Partnering with contractors and vendors ensuring work is coordinated to align with City objectives. Resolving issues in a timely manner.
- Developing, mentoring, and managing the performance of project team members.
- Presenting projects to the City Council, other City departments, and citizens in a professional and relatable manner.





Challenges & Opportunities

The Director of Capital Engineering will have the chance to address some important challenges and opportunities including:

- An opportunity to develop and mentor assigned staff toward higher levels of career enrichment. A demonstrated track record and dedication in this area is desired.
- The Director will also be afforded a chance to build a high-performing engineering team and select their Deputy Director.
- Burleson has a robust Capital Project Plan which will provide the next Director with a stellar opportunity to deliver important amenities to the city that will have a lasting impact.
- This is a great opportunity to join a high-performing, cohesive executive team.
- The Director of Capital Engineering will be challenged to effectively manage budgeted funds, construction funding, bonds, and other sources that make up the complex way large capital projects are funded.

Ideal Candidate

The ideal candidate for the position of Director of Capital Engineering will possess certain traits and experiences that will lead to success:

- Knowledge of principles and practices of civil engineering, particularly in capital projects for public works and infrastructure development is critically important.
- Experience with vertical construction projects and associated principles is desired by the City.
- Strong project management skills and the ability to multi-task are essential for the success of the next Director.
- The successful candidate will get things done, while communicating effectively with the City Manager, Deputy City Manager, City Council, and others along the way.
- Leadership and supervisory experience are desirable for the Director to successfully lead, develop, and mentor the team.
- Experience in a growing city of similar or larger size with a robust capital improvement program will position the next Director and City for success.
- An important characteristic for the next Director will be the ability to communicate complex engineering matters to stakeholders in an understandable, straightforward manner.
- Experience with TxDOT coordination will be critical to the success of the Director.





Qualifications

Any combination of education and experience that would provide the required knowledge, skills, and abilities is considered qualifying. The most qualified candidates will possess the following:

Education: A Bachelor of Science degree in Civil Engineering, Construction Management, or Construction Science from an accredited university.

Experience: Ten (10) years of experience as a civil engineer, with at least five (5) years of progressively responsible management and supervisory experience.

Certificates and Licenses:

- Licensure as a Professional Engineer in the State of Texas in good standing or the ability to obtain a license in Texas within six months of employment.
- A Valid Texas Driver's License with an acceptable driving record.

Salary & Benefits

The anticipated hiring range for the Director of Capital Engineering is **\$178,000 - \$213,403**, with placement in the range dependent on the qualifications and experience of the selected candidate. In addition, the City offers an excellent benefit package as outlined below. Key benefits include:

- **Retirement:** Texas Municipal Retirement System (TMRS) with a 7% employee contribution and a 2:1 match by the City of Burleson. Burleson also participates in Social Security and has a 457(k) deferred compensation option currently available through VOYA Financial.
- **Insurance:** The City provides excellent insurance benefits for employees including two health plan options, and dental and vision coverage. Additionally, life insurance, long-term disability, short-term disability and an Employee Assistance Program are provided by the City. Employees also have the option to purchase additional life insurance for themselves and their dependents.
- **Leave:** The selected candidate will receive vacation and sick leave, paid holidays, a personal day, two wellness days and paid parental leave, provided the criteria are met.
- **Special Stipends:** An auto allowance and cell phone allowance are provided by the City.
- **Relocation Assistance:** Relocation assistance is available subject to negotiation with the ideal candidate, if necessary.



JOIN
OUR
TEAM

Application & Selection Process

To be considered for this position, interested candidates must submit a cover letter and résumé online. Candidates are encouraged to apply immediately, as this recruitment will close once a sufficiently strong pool of stellar candidates has been established. Apply at:

www.mosaicpublic.com/careers

CONFIDENTIAL INQUIRIES ARE WELCOMED TO:

Bryan Noblett | bryan@mosaicpublic.com | (916) 550-4100.

Greg Nelson | greg@mosaicpublic.com | (916) 550-4100.

This recruitment incorporates existing rules and regulations that govern public sector recruitments in the State of Texas. In accordance with public disclosure/open record laws, information submitted for consideration may be made available to the public upon request by interested parties.

The City of Burleson is an Equal Opportunity Employer.

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