



PORT ARTHUR

Population 57,755

DIRECTOR OF BUILDING INSPECTION & CODE ENFORCEMENT

Apply by Monday, 20 June 2016

Background

The City of Port Arthur unites land and sea in Southeast Texas, and with its diverse history and rich culture, Port Arthur is a place that a person can set down their roots. Most of the City's 58,000 residents live and work within Jefferson County and within the Beaumont-Port Arthur Metropolitan Statistical Area.

The City's rich history spans pre-American history, European colonization, the **Kansas City Southern Railroad** expansion, the discovery of Oil, and explosion of the industry. Today, Port Arthur is at the center of one of the biggest oil refining hubs in the United States and among the world's prosperous oil refining centers.

In addition to economic growth and prosperity, Port Arthur has been home to musical great **Janis Joplin**, legendary football coach **Jimmy Johnson**, world-renowned actress **Evelyn Keyes** (*Gone with the Wind*), and football great **Joe Washington Jr.** All these and more are honored in the **Museum of the Gulf Coast**.

Port Arthur of both the past and present embodies the City's motto:

"Let the Good Times Roll"

About the Position

The **Director of Building Inspection & Code Enforcement** is important to the creation and effective implementation of a new vision of revitalization and renewed prosperity for the City of Port Arthur.

The Director is a highly-valued team member of the **Development Service Department** and the Director's senior management team.

The City of Port Arthur is looking for an energetic, highly skilled, and technically sound professional with excellent interpersonal skills who will complement the City's need for effective, efficient and sustainable development & enforcement-related services.

History

The shores of Sabine Lake have been occupied for more than 1,500 years. American Indians were the earliest known settlers of the area, and the late 1700s marked the first visits from Europeans.

The town was established by railroad pioneer Arthur E. Stilwell who began settling the city in 1895. With financial backing from Dutch investors, Stilwell founded what is now Kansas City Southern Railroad and he envisioned Port Arthur as the southern terminus for his new railway. Pioneers arrived by the hundreds and began building homes and opening businesses.



Geography

The Gulf Coast's many lakes, rivers and bayous between Houston (90 miles) and New Orleans (265 miles) make Port Arthur a premier destination for any one looking to enjoy some time in the sun.

For the outdoor enthusiast, Port Arthur is home to expansive nature preserves and parks including the 18-mile long Pleasure Island which provides ample opportunities for golf, hiking / biking, sailing, swimming, bird watching, disc golf, camping or a leisurely stroll through nature.

Major cities are within short driving time :

*Galveston (60 min) Houston (90 min) Austin (4 hours)
San Antonio (4 hours) Dallas (4 hours)
Shreveport, LA (4 hours) New Orleans, LA (4 hours)*

Jack Brooks Regional Airport provides daily flights to cities throughout Texas, and two international airports in Houston provide convenient family & business travel access to anywhere in the world.

Climate

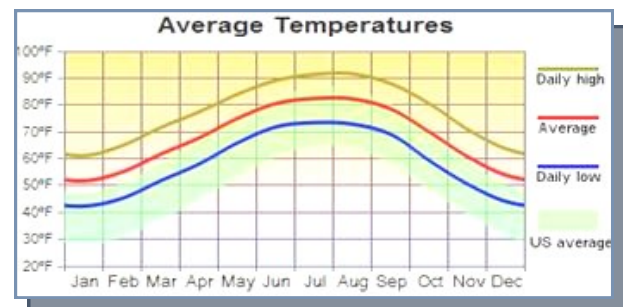
Port Arthur is tied with Lake Charles, LA and Astoria, OR as the most humid city in the 40 contiguous United States. The average *relative humidity* is 90% in the morning, and 72% in the afternoon. The average *temperature* in Port Arthur is 10 degrees above the US average throughout the year, with highs that approach 20 degrees above average. The Port Arthur area does experience tropical hurricanes.



The eruption of the **Lucas Gusher** at **Spindletop** in 1901, changed the fate of Port Arthur. The port quickly began to serve the needs of the new petrochemical industry. As the port moved into this role companies such as **Gulf Oil Corporation** in 1901 and **Texaco** in 1902 set up refining facilities in the city. By 1957, Port Arthur was the center of the world's most prosperous refining facilities.



Today, Port Arthur encompasses a number of smaller communities including the former communities of **Griffing Park**, **Pear Ridge**, and **Lakeview**. Sabine Pass and Port Acres are still often regarded as self-contained communities, and **Sabine Pass** in fact still has its own school district, water district, port authority, and zip code.



Demographics

Between 1900 and 2015, the City grew from 900 to 55,000 residents. Once a small company town, Port Arthur is now the 63rd largest of 3200 cities and towns in Texas. Since 2015, the population has grown 1.4% after 30 years of steady population decline. The incorporated area of the City has a total area of **143.8 sq/mi** (Land: 82.9 sq/mi & Water: 60.8 sq/mi).

There are an estimated 21,839 households & 14,675 families living in Port Arthur. The population density is 695.5 people per square mile. The racial makeup of Port Arthur is 40% African American, 36% White, 29% Hispanic or Latino, 6% Asian, .45% Native American, .02% Pacific Islander, 14% from other races, and 2% from two or more races.

Age Group	Percent
1-9	15%
10-19	16%
20-24	6.5%
25-34	12%
35-44	14%
45-54	12%
55-64	8%
65-74	13.5%
75+	8%

Source: U.S. Census

50% of the population falls under 35 years of age. The highest percentage of residents are under 20 years old, with 30% of the population over 55 years. The median age is 34.6 years.

Commerce

Port Arthur has a diverse workforce as demonstrated by the numerous active businesses in the area. While the petroleum and related service industries are dominate clusters, Port Arthur also has a strong representation in manufacturing, tail transportation health care and offshore services. The top 10 employers in Port Arthur include:

Company	FT Employees
Motiva Enterprises, LLC	1300
Huntsman Corp.	1250
CHRISTUS St. Mary Hospital	900
Valero	825
Walmart Supercenter 2 locations	650
The Medical Center of Southeast Texas	562
TOTAL Port Arthur Refinery	500
Echo Maintenance, LLC	500
Horizon Offshore Contractors, Inc.	400



During the past 20 years, the Port Arthur economy has weathered a period of stagnation and neglect directly tied to fluctuations in the oil industry and catastrophic weather events. Port Arthur is currently enjoying renewed investment in several key petrochemical installations. Several large projects that involve energy infrastructure are currently underway or being proposed:

- ◆ **Golden Pass and Sabine Pass LNG** terminals have gathered investments that total more than \$2 Billion, and will provide 1000s of jobs in the months ahead;
- ◆ **Motiva Enterprises** has begun a \$10 Billion expansion (largest US oil refinery expansion in 30 years) to its western Port Arthur refinery, expanding capacity to 600,000 barrels per day;
- ◆ **Valero Refining** has finished its \$775 million expansion of its petrochemical plant; and
- ◆ **BASF/Fina** recently commenced operations of a new \$1.75 billion gasification and cogeneration unit.

These expansions and additional investments will provide for job growth and rejuvenation of abandoned buildings and the creation of greater employment opportunities.

The city has been hit by three major tropical storms in the past 10 years: **Hurricanes Rita, Ike, and Tropical Storm Gabrielle**. For these and many reasons, the local economy needs to be re-engineered and diversified through comprehensive economic development and new investment to become a more solid and diverse 21st Century city.

Port Arthur's **Economic Development Corporation** is working to promote Port Arthur's many advantages to new business and residents, and a RFQ to rebuild Port Arthur's Downtown is pending. The **Director of Building Inspection & Code Enforcement** will play a BIG role in this effort.



DIRECTOR OF BUILDING INSPECTION & CODE ENFORCEMENT



Form of Government

Port Arthur was incorporated in 1898 and has become a full-service city with over 700 full-time employees with a FY 2015-2016 annual budget of \$134 million, & an ad valorem tax rate of \$0.792 per \$100 valuation.

Port Arthur is a **Council-Manager government**, with a Mayor and 8-member City Council. All councilmembers and mayor are elected to 3-year terms. 4 Council members are elected from defined districts and 2 are elected at-large. Mayor Deloris “Bobbie” Prince, has been in office since 2006

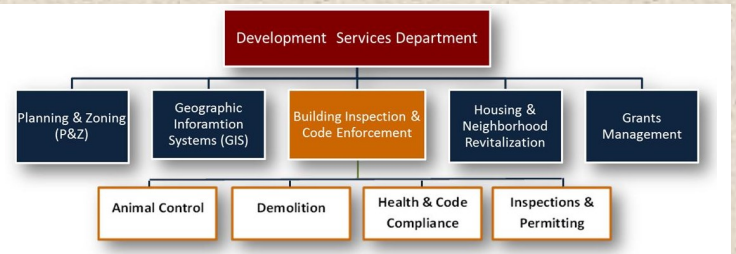
City Council appoints the City Manager, Municipal Court Judge, City Attorney, City Secretary, and members of City boards and commissions. The City Manager manages 700 full-time staff more than 15 departments including:

Development Services, Fire, Health, Housing, Finance, and Neighborhood Services, Human Resources, Library, Parks and Recreation, Police, Public Works, Transit, Water and Wastewater Utilities.

Work Environment

The City Manager is creating a collaborative and professional organization where employees are exposed to challenging work assignments giving employees the opportunity to contribute, diversify skills, and improve the city’s efficiency and effectiveness. The organizational culture is professional and diverse. Employees of all ethnicities enjoy **collaboration and a supportive environment** where unique challenges, innovative solutions and fulfilling accomplishments are part of every-day work!

The **Director of Building Inspection & Code Enforcement** is an important part of the senior management team—in collaboration with multiple departments including: *City Attorney, City Secretary, Fire, Police, Public Works, and Health.*



Department of Development Services

The Department of Development Services includes 57 employees in five (5) divisions: *Code Compliance, Grants Management, Geographic Information Systems, Housing & Neighborhood Revitalization, and Planning & Zoning.*



Code Compliance Division

Managed by the **Director of Building Inspection & Code Enforcement**, the division includes manages the following service areas:

- ◆ *Animal Control (7): includes 1 Animal Control Supervisor, 1 Senior Animal Control Officer, 4 Animal Control Officers & Secretary;*
- ◆ *Demolition (5): includes the Demolition Supervisor, 2 Housing Inspectors, and 2 Administrative Clerks;*
- ◆ *Code Compliance & Health (10): includes the Code Compliance Health Supervisor, the Senior Code Compliance Inspector, 6 Code Compliance Inspectors, an Administrative Clerk and Secretary;*
- ◆ *Inspections & Permitting (10): includes the Building Official, Senior Building Inspector, Senior Permit Technician, 5 Inspectors, and 2 Permit Technicians;*

Opportunities and Challenges

The City of Port Arthur is undergoing important changes, guaranteed to be exciting and challenging for the new **Director of Building Inspection & Code Enforcement**:

- ◆ **Rebuilding the downtown by implementing the new Downtown Revitalization Plan (pending approval);**
- ◆ **Restoring / returning vacant & abandoned properties to the tax-roles by disposing or developing vacant properties;**
- ◆ **Implementing a Redevelopment Strategy (underway);**

Opportunities and Challenges (continued)

- ◆ **Developing a Code Enforcement Strategy** based on scale of severity and other priorities;
- ◆ **Coordinating with multiple departments** including the City Attorney's Office, the Police, Fire, and Economic Development Planning Departments;
- ◆ **Decreasing the City's annual expense of tax liens, levies & maintenance of abandoned properties** (> \$1 million);
- ◆ **Assisting in the securing Public-Private Partnerships for redevelopment** with companies looking for tax shelters;
- ◆ **Provide leadership** through staff development, new technology, and innovative best-practices.

Director of Building Inspection & Code Enforcement

Key Responsibilities

- ◆ Serve as chief building, health and safety officer for the City of Port Arthur;
- ◆ Plan, organize and schedule staff and activities for the enforcement of City codes / ordinances, maintaining accurate records of all department activities;
- ◆ Ensure compliance with international building codes, local/state codes & ordinances, state & federal laws.
- ◆ Provide the Development Services Department with leadership in the following areas: *Animal Control, Code Compliance & Health, Inspections, Permitting and Demolition.*
- ◆ Maintain a high level of division customer service, and application of best practices and standards.

The Ideal Candidate

The ideal candidate will possess technical & interpersonal skills which complement the need for effective / efficient administration of this highly-visible division. The following attributes, skills, education & experience are desired:

Attributes

- √ **Team Builder**
An individual with a positive and *infectious* attitude who is willing to mentor staff and inspire those around them to follow, and instill that passion and experience with the employees he or she mentors. Strong collaboration among department and division managers is essential to avoiding conflict & duplicating effort.

- √ **Excellent Communicator**
Tactfully communicate with business owners, developers, everyday citizens and elected officials which requires an ability to listen to and understand opposing viewpoints are key to managing difficult situations and resolving disputes. The ability to clearly articulate City policy—orally and in writing—is necessary to handle difficult situations and carry the message / vision of the City.

- √ **Technically Skilled, Educated & Experienced**
Highly educated and experienced in building code, building inspection and code enforcement. Must have a firm grasp on development and code-related services. Experience with a variety of new technologies to increase department effectiveness and efficiency a must.

- √ **Excellent Project & Personnel Management**
A disciplined, organized individual will be successful in managing the challenges of this position.

- √ **Excellent Analysis and Problem-solving Skills**
Candidate must be proficient in analyzing complex administrative and policy issues and making sound decisions, recommendations and courses of action in the best interest of the City and its residents.

Education & Experience

- √ **Bachelor's Degree** in Architecture, Law, Engineering, Construction Management or related field.
- √ **Minimum of ten (10) years experience** in code enforcement, building construction, or equivalent combination w/ **minimum of five (5) years experience** in a *public agency* building department.
- √ **At least five (5) years increasingly responsible experience** in a public or private sector position in engineering, code enforcement, planning, community development, or related field.

Certifications & Licenses

- √ **Building Official / Administrator Certification** from the **International Code Council (ICC), State of Texas** or an equivalent from another state (*required*),
- √ **Texas Department of State Health Services Basic Code Enforcement Officer certification** and **Enforcement Officer certification** (*preferred*).
- √ **ICC or other certifications** of Plans Examiner, Building Inspector, Code Enforcement Officer, Property Maintenance & Housing Inspector (*preferred*);
- √ Valid **Texas Driving License** within 90 days (*required*);

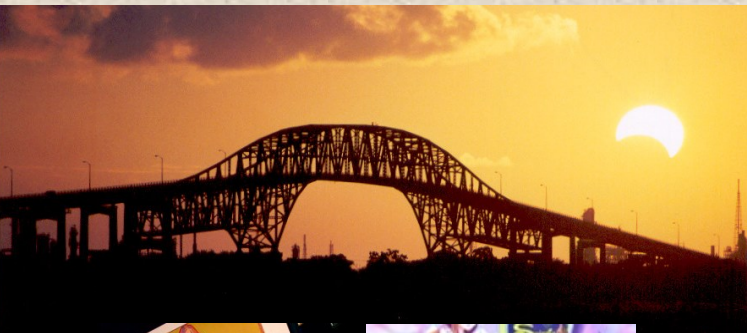


Amenities

The Gulf Coast’s many lakes, rivers and bayous between New Orleans (265 miles) and Houston (90 miles) make Port Arthur a destination for any one looking to enjoy some time in the sun.

On average, there are 211 sunny days per year and no snow-fall! Enjoy a day outside and an evening exploring fine-dining or the wide array of incredible events in the area. Port Arthur’s tropical climate permits residents to enjoy the outdoors year-round and provides easy access to many world-class recreational and cultural activities including **theatres, museums, professional sporting events, beautiful beaches & outdoor festivals.**

For the outdoor enthusiast, Port Arthur is home to expansive nature preserves and parks including the 18-mile long Pleasure Island which provides ample opportunities for **golf, sailing, bird watching, swimming, hiking / biking, disc golf, camping** or a leisurely stroll through nature. Port Arthur’s wetlands and beaches offer **world-class salt and fresh water fishing** in a comfortable year round climate that is perfect to enjoy.



Mardi Gras is also just a catch away. Residents and visitors can lose themselves in Port Arthur culture and history tasting the Cajun, classic Mexican/Tex-Mex, Italian, Asian, to the good ol’ home-style food. Catch the excitement at the Mardi Gras of Southeast Texas, **Zachary Breaux Jazz Festival** and **Buu Mon Lotus Festival** and **Bamboo Festival**. The **Jurassic to Joplin Museum** experience includes tributes to the ‘**Big Bopper**’, **Jimmy Johnson & Robert Rauschenburg**. You can also:

- Cast a line in Sabine Lake from Pleasure Island
- Visit Sea Rim State Park (birding, beachcombing & kayaking)
- Explore the Faith Trail
- Visit an exciting night club like Capri or Crazy 8’s
- Monthly fishing tournaments, heritage festivals & art displays
- Shopping expedition at the Port Arthur Central Mall
- Visit the Museum of the Gulf Coast and Janis Joplin’s (replica psychedelic Porsche
- Take in a professional football or baseball with the NFL Houston Texans or Major League Baseball Houston Astros.

Other useful information

- ◆ [City of Port Arthur](#)
- ◆ [Jefferson County Government](#)
- ◆ [Port Arthur Independent School District](#)
- ◆ [Port Arthur Chamber of Commerce](#)
- ◆ [Port Arthur Economic Development Corp.](#)

DIRECTOR OF BUILDING INSPECTION & CODE ENFORCEMENT



“Let the Good Times Roll”

APPLY TODAY

Email your *resume* and *letter of interest* before **5:00 PM** (Central Time), **Monday, June 20th** to:

David Evertsen, Principal

PortArthurBuilding@municipalsolutions.org

Faxed & mailed resumes will not be considered. Direct questions to the email address above or (801) 678-2001.

Compensation

The City offers a competitive annual salary range **\$65,000—\$85,000 (DOQ)**, relocation expenses, and an attractive cafeteria-style benefits program. Click on the link below for information on the City’s [benefits program offerings](#).

Equal Opportunity

The City of Port Arthur is a Drug-free workplace and Equal Opportunity Employer. The City values public service, equal opportunity and diversity in the workplace. It is a community committed to workforce building and serving its residents and businesses with commitment to the following values:

Responsibility, Respect, Honesty Teamwork, Diversity and Inclusiveness.

All genders and ethnicities are encouraged to apply.

Residency

Residency within the city limits is not required, however living within a 30-minutes commute is.

Process

Candidates will be screened May through mid-June. Semi-finalists’ background checks will be conducted early July. Finalist interviews will be held on or near the July 18th with selection soon thereafter.

Confidentiality

The City of Port Arthur realizes that some candidates aren’t comfortable having their names disclosed to the public. As a result, all candidate application materials, including the applicant’s name, will remain confidential until Finalists are selected for interviews.

This recruitment actively managed by:



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