



CITY OF CORPUS CHRISTI TEXAS

POPULATION 325,700

Director of Finance

Corpus Christi is looking for a Director of Finance whose experience in managing a multi-faceted, modern public finance department will provide technical and administrative leadership for 48 employees and the \$980,000,000 operating budget of one of the largest local governments in Texas!

The Ideal Candidate:

- ◆ *Technically-skilled, Educated & Experienced*
- ◆ *Excellent Communicator, Customer Servant*
- ◆ *Visionary, Team Builder and Influencer*
- ◆ *Excellent Project Manager, Collaborator & Leader*

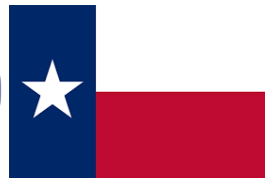
“All-American City”

National Civic League, 2003



APPLY BEFORE...JANUARY 10

WELCOME TO *Corpus Christi*



HISTORY

In 1519, on the Roman Catholic Feast Day of Corpus Christi, **Spanish explorer Alonzo Alvarez de Pineda** discovered a lush semi-tropical bay on what is now the southern coast of Texas. The bay, and the city that later sprung up there, took the name of the feast day celebrating the ***"Body of Christ"*** (*Corpus Christi*).



Corpus Christi began as a frontier trading post founded in 1838-39. It remained an obscure settlement until July 1845, when U.S. troops under General Zachary Taylor set up camp in the area and remained until March 1846, when it marched southward to the Rio Grande to enforce it as the southern border of the United States. The city took the name Corpus Christi and it was **incorporated in 1852**. The city charter was adopted in 1876 and the city's first ordinance, adopted in early 1879, made it against the law to let hogs and goats run loose.

The chief impediment to growth was the lack of a deep water port - a problem that occupied the town's leaders for another seventy years. Large ships, unable to enter Corpus Christi Bay, were forced to anchor offshore where supplies were offloaded onto shallow-draft vessels capable of navigating the narrow, twisting channels of the bay. During the early years of the Civil War, Corpus Christi served as an important crossroads for Confederate commerce. In defiance of the Union blockade, small boats sailed inside the barrier islands transporting goods from the Brazos River to the **Rio Grande** or delivering them for overland transport to Mexico.



The growth of the cattle industry had the greatest impact on the town's economy during the great cattle boom of the 1870s. In the 1880s packing houses, stockyards, and markets for hides, tallow, and cattle by-products flourished here. In 1874 the main sea channel was dredged to allow large steamers to navigate. The mid-1870s saw the arrival of the railroad. In 1880s and 1890s city streets were paved and a public water system opened. By 1914 Corpus Christi was served by four railroads .

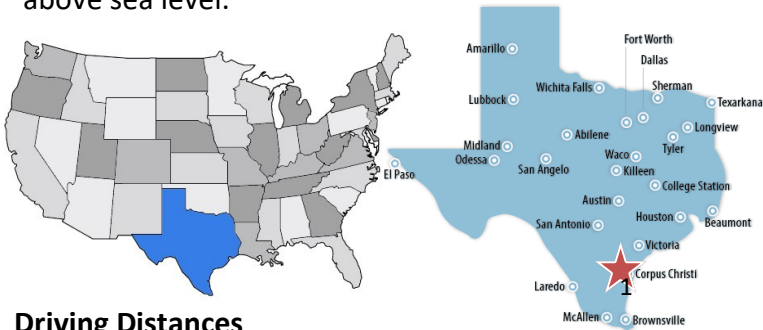
In 1919, the City was hit by a powerful hurricane that killed 400 people and destroyed much of the North Beach and the central business district. Recovery included the efforts of civic and business leaders who lobbied the federal authorities to build a deep-water port including a thirty-foot-deep channel from the gulf to a protected harbor in the city. After President Warren G. Harding approved a River & Harbors Act in 1922 construction of the ship channel and deep-water port was completed 7 years after the hurricane.



Today, the **Eagle Ford shale oil and gas fields** run from the Mexican border to an area northwest of Houston between San Antonio and Corpus Christi. A significant amount of development northwest of the City that has already had a positive impact.

GEOGRAPHY

Corpus Christi lies on Corpus Christi Bay on the Gulf of Mexico and covers a total area of 460.2 square miles, of which 154.6 square miles (33.6%) is land and 305.6 square miles (66.4%) is water. Most of the City is located on the mainland but a portion is on Padre Island– a barrier island which is 113 miles long and the second longest island in the United States. The City is relatively flat and is an average of 27 feet above sea level.



Driving Distances

- Laredo (2 hrs) San Antonio (2 hrs) Austin (3 hrs)
- Dallas (6 hrs) Houston (3 hrs) Tulsa, OK (11 hrs)
- Monterrey, Mexico (3.5 hrs)



Airports

- Corpus Christi International (CRP) American, United and Southwest airlines
- San Antonio International (SAT) 151 miles away w/ Interjet, American, Aeromexico, Delta, Uited Airlines, Southwest Airlines, Alaska Airlines, Volaris, Frontier Airlines, Allegiant Air LLC airlines.
- McAllen-Miller International (MFE) 155 miles away with American, Allegiant and United airlines.



Port of Corpus Christi

COMMERCE

Key industries include petrochemical, tourism, health care, retail, education, shipping, agriculture and the military. Corpus Christi is a regional hub for marketing, processing, packaging and distributing agricultural commodities for a 12-county trade area. The majority of Corpus Christi working population is employed in the services, wholesale and retail trades, and government sectors.

The Port of Corpus Christi, which is the **5th largest U.S. port** and deepest inshore port on the Gulf of Mexico, handles mostly oil and agricultural products. In 2019, the City’s port became the 3rd largest port by tonnage and #1 exporter of crude oil in the nation. It was ranked 54th in the world by cargo tonnage in 2010.

The City is home to two military installations: **Corpus Christi Army Depot** (the largest helicopter repair facility in the world) and **Naval Station Corpus Christi**.

Corpus Christi Top 10 Principal Employers

Rank	Employer	Employees
1	US Naval Air Station Corpus Christi	5,525
2	Corpus Christi Independent School District	5,178
3	CHRISTUS Spohn Health Systems	5,144
4	H.E.B. (Grocery)	5,000
5	Corpus Christi Army Depot (Aircraft Repair)	3,541
6	City of Corpus Christi (Local Government)	3,171
7	Bay, ltd (Industrial)	2,100
8	Del Mar College (Junior College)	1,542
9	Corpus Christi Medical Center (Hospital)	1,300
10	First Data Corporation (Telecom)	1,200



Army Depot



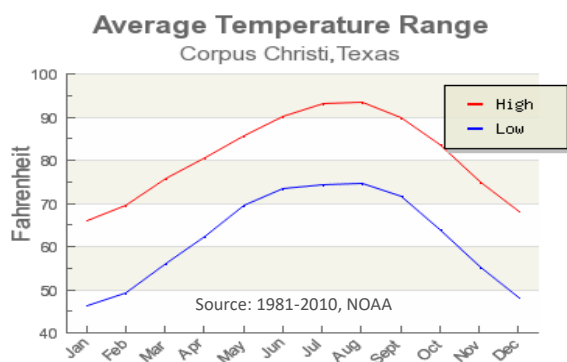
Naval Officers



Schlitterbahn Water Park

CLIMATE

Corpus Christi has a **humid subtropical climate** meaning it has long hot summers and very short mild winters. Average nighttime winter lows in January, average 50°F and high summer temperatures can exceed 90°F . Corpus Christi tends to be windy, with gusts often reaching more than 40 miles per hour. Corpus Christi was last impacted by a hurricane over 40 years ago.



DEMOGRAPHICS (source: statisticalatlas.com)

POPULATION. The 2010 census reports the city's population is 326,554, which represents a 6.5% increase since 2000. The city's median age is 34.9 below the national average of 36.8.

ETHNICITY. Ethnicity of the local population is 62% Hispanic, 31% white, 4% African American, 2% Asian 64% speak English, 34% speak Spanish.

MEDIAN INCOME. 2010 Census reports a median household income is \$53,605.

EDUCATION. Slightly under 18% of the population does not have a high school degree. 29% have a high school diploma, 32% have some college and 29% have a Bachelor's Degree or higher.



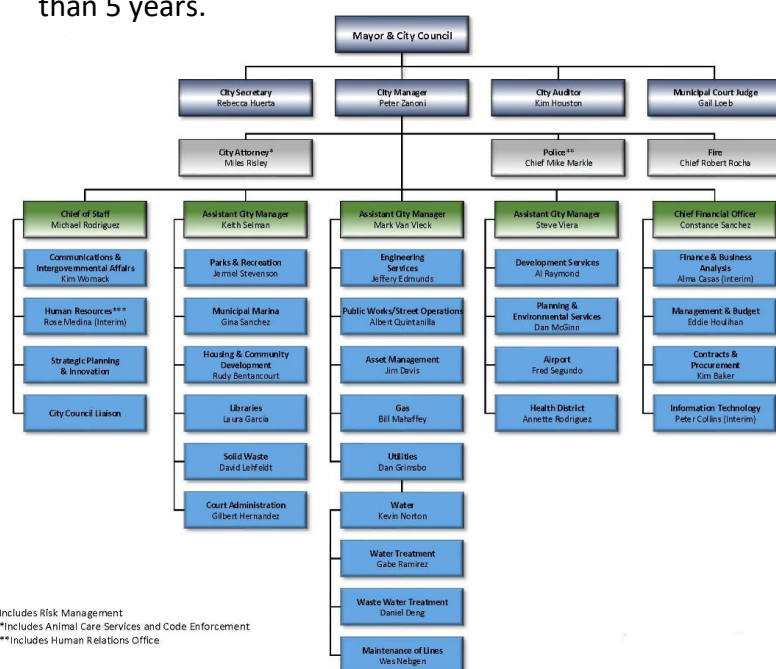
City Council

ABOUT THE ORGANIZATION

Form of Government / Governing Body

The City of Corpus Christi has a Council-Manager form of local government which has remained relatively stable for more than 30 years. Policies are set by an elected Mayor and 8-member Council. Five Council Members represent single-member districts while the other three and the Mayor are elected at-large. All elected officials serve two-year terms limited to four consecutive terms with a limit of six consecutive terms in any combination of mayor and council member. Elections coincide with the national elections and all nine elected officials are up for election at the same time.

[Mayor and City Council backgrounds](#) demonstrate a high-level of professionalism, diversity and years of public and private service to the community. Some elected officials have served on the City Council less than 5 years.



*Includes Risk Management
**Includes Animal Care Services and Code Enforcement
***Includes Human Relations Office

City Management

The City Manager, functions as the chief executive officer, implementing policy and handling operations as directed by the City Council. Mr. Zanoni was appointed in May of 2019 and served the City of San Antonio for 20 years, most recently as Deputy City Manager. He is assembling a highly-qualified Senior Management team dedicated to operating the city at a high standard of excellence. 3,316 employees manage the \$328,000,000 capital improvement and \$980,497,000 operating budget.

- ♦ **Chief of Staff** with the City since June 2019 manages Strategic Planning, Intergovernmental Relations, HR, and liaises with the City Council.
- ♦ **Assistant City Manager** has been with the City since 2017. He manages Parks, Recreation, Marina, Solid Waste, Housing, Libraries and Court Administration.
- ♦ **Assistant City Manager** has been with the city since 2003. Manages Public Works, Engineering Asset Management, Services, Utilities, Gas, Water & Wastewater Maintenance.
- ♦ **Assistant City Manager** has been with the city since 2005. He manages Development Services, Planning and Environmental Services, Airport and the Health District.
- ♦ **Chief Financial Officer (CFO)** this former Finance Director was promoted to this new position with more than 29 years experience with the city. She manages Contracts and Procurement, Finance & Business Analysis, Information Technology, Management and Budget.

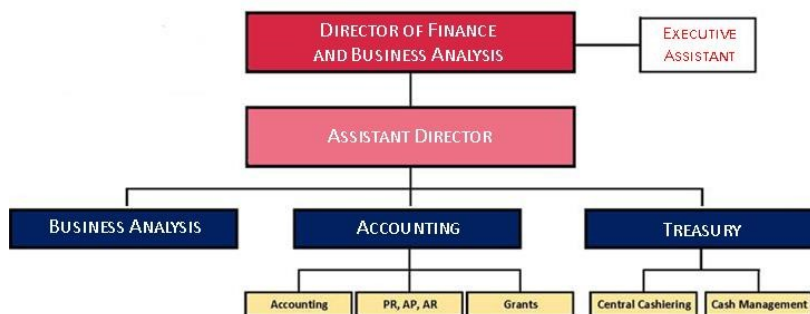


FINANCE AND BUSINESS ANALYSIS DEPARTMENT

About the Department

The Finance and Business Analysis Department strives to provide superior customer and financial services with integrity and pride for the enhancement of all city departments and the community. The department provides the following services: *Accounts Payable, Accounts Receivable, General Accounting, Cash Management, Payroll, the Comprehensive Annual Financial Report (CAFR), and reinforcing and implementing the city's financial management policies.*

The Director reports to the Chief Financial Officer (CFO) in similar classification to the directors of *Management and Budget, Information Technology and Contracts / Procurement divisions.*



Divisions of the Finance & Business Analysis Department

The department's 3 divisions include: **Accounting, Business Analysis and Treasury** described below.

- ♦ **Accounting Division's** 30 employees are managed by the Controller. The department is responsible for Accounting, AR/AP, and Grants, Process over 1,000,000 transactions annually, and 1,000 invoices per week. Payroll is run every two weeks, 1,700 accounts receivable annually, and over 10,000 maintenance accounts. This division also bills the Industrial District for fees in lieu of taxes in the amount of \$54,000,000 annually.

Controller has been with the city for 4 years.

Divisions (continued)

- ◆ **Business Analysis Division** is new division within the department. This department currently contains 1 full-time employee, Business Liaison, who is responsible for conducting business impact and financial analysis relating to all new or proposed business enterprises.

This position serves as a liaison between the city and its quasi-public organizations, coordinating with local businesses, the Downtown Management District (DMD), Convention and Visitor's Bureau, and Regional Economic Development Corporation (CCREDC). Business Liaison has been with the City for 5 years.

- ◆ **Treasury Division** managed by the Treasurer is responsible for cash management, central cashiering, bank reconciliation, investments portfolio, and quarterly investment meetings. The Treasurer has been with the city for 8 years.

THE DIRECTOR OF FINANCE

About the Director's Position

The **Director of Finance** responsible for all areas of financial management for the Finance department for the City of Corpus Christi, including *financial reporting, accounting, treasury, revenue and collections (utility service administration has been reallocated).*

Principal responsibilities and duties include:

- ◆ *Maintain the Treasury division by supervising and establishing cash management programs, interpreting legislation and regulations on public funds, monitoring financial markets and ensuring compliance with the City's investment policy.*
- ◆ *Ensure the preparation and maintenance of proper financial records and reports;*
- ◆ *Oversee the investment of City funds in accordance with applicable laws, ordinances, policies, and regulations;*
- ◆ *Oversee the Business Analysis Division by supervising and establishing procedures, policies and guidelines for all tax increment finance zones;*

- ◆ *Oversee the direction of the accounting division by establishing policies and guidelines for all aspects of accounting including accounts payable / receivable, and payroll;*
- ◆ *Prepare billings for industrial district agreements;*
- ◆ *Oversee coordination of agendas for the Corpus Christi Business & Job Development Corporation, the Type B Corporation, and Reinvestment Zones;*
- ◆ *Advise the City Manager on financial matters;*
- ◆ *Act as official departmental representative to all City departments, elected officials and outside agencies; explain, justify, and defend department programs, policies, and activities; and negotiate and resolve sensitive, significant, and controversial issues;*
- ◆ *Attend City Council meetings, present as needed;*

Contact us for the complete Job Description.

OPPORTUNITIES & CHALLENGES

The previous Director created an effective team of loyal and dedicated employees and a strong customer service culture with 48 full-time employees. The City is also undergoing exciting and challenging changes and the new Director can expect to face these opportunities and challenges:

- *Maintaining the high-level of teamwork and trust established by the previous Director;*
- *Attracting and retaining quality staff;*
- *Migration to more effective financial software;*
- *Maintaining a high-degree of accuracy, timeliness of finance processes and procedures;*
- *Examining the City's current services, management of assets, potential for growth and sustainability;*
- *Examining the City's current debt and use of debt instruments to help the City to make better use of growth markets and debt capacity;*
- *Improving financial reporting, accuracy and priority-setting tools, and a well-defined budget process;*
- *Continue modernizing the development of department staff and technologies;*
- *Work within an environment of some decentralized financial functions;*

THE IDEAL CANDIDATE

The current environment provides a tremendous opportunity for the new Director to be successful. The previous Director created and maintained an effective Team of dedicated and loyal employees.

The ideal candidate's experience is described as:

- ☐ A hands-on, technical / accounting executive;
- ☐ Experienced in municipal finance involving warrants, investments, TIF financing, and GASB / GAAP;
- ☐ A master in management of financial portfolios, financial systems, debt service, capital investment and debt / growth instruments;
- ☐ Strong with financial software and changing software / hardware environments;

Skills might include:

- ☐ Financial management, budget preparation and fiscal accountability;
- ☐ Planning, organizing, directing and improving department operations, procedures, structures;
- ☐ Training and professional development of staff;
- ☐ Excellent communication;

Attributes might include:

- ☐ Authoritative, responsible & accountable;
- ☐ Brings public & private sectors best-practices;
- ☐ Excellent communicator, accepts input from others, and is a decisive decision maker;
- ☐ Values staff input and the ability to recognize staff contributions, skills and abilities;
- ☐ Possess a positive, customer service attitude;
- ☐ Embodies efficiency and effectiveness and teaches department staff by example;
- ☐ Thrives in a teamwork & transparency environment;
- ☐ Fully understands and effectively explains risk;
- ☐ Possesses the ability to direct the conversion to new hardware and software platforms;

QUALIFICATIONS

Education

- ☐ Bachelors Degree in Accounting, Public or Business Administration or closely-related fields is required. *Masters Degree preferred.*

Certifications & Licenses

- ☐ Gov't Finance Officers Assoc. (GFOA) desired.
- ☐ Certified Public Accountant CPA, CMA or CFM.
- ☐ Successful background check; ability to bond.

Experience

- ☐ Ten (10) years of progressively responsible professional experience in Public Finance and Accounting.

Equivalent combination will be considered.

COMPENSATION

Compensation

The City offers a **competitive annual salary range of \$102,299 to \$167,629** (DoQ). Relocation expenses, professional dues and an attractive benefits program.

Benefits

Texas Municipal Retirement System (TMRS)

Employees contribute 7% of compensation, City matches \$2 for every \$1 employee contributes.

Medical / Dental / Vision / Life Insurance a variety of coverage for employees and eligible dependents. Up to 93% paid by city.

Vacation 88+ hours / year + seven (7) holidays

Personal leave – 40 hours per year

Sick leave – 96 hours per year

Voluntary 457b deferred compensation plan

Flexible Spending Account

Health & Wellness Clinic & Fitness Center

Learning & Development Academy

Tuition Reimbursement

Employee Recognition Programs

Click on the link for the [City's benefits program.](#)

REGIONAL & LOCAL AMENITIES

Corpus Christi has multicultural vibe making Corpus Christi a top choice for travelers and residents alike. Once a humble outpost between the United States and Mexico, today's Corpus Christi has a multicultural vibe everyone can enjoy.



Padre Island National Seashore



Aransas Wildlife Refuge



King Ranch

Within minutes of leaving home, residents can:

Enjoy the **microbreweries**, seaside shrimp at **Blackbeard's on the Beach**, and **Tex-Mex**.

Get wet at the **Shlitterbahn Water Park & Resort** or cool off at the **Texas State Aquarium**.

Enjoy windsurfing with the long-haired surfers or catch your limit (fish) on the **Laguna Madre**.

Visit the **King Ranch**—one of the largest and oldest working cattle and horse ranches in the world!

Enjoy 70 miles of beaches and reserves of **Padre Island National Seashore** or **Aransas National Wildlife Refuge**.

Visit the **Selena Museum**, **Botanical Gardens & Nature Center**, **USS Lexington**, **Museum of Science and History**, the **Art Museum of South Texas** or many art galleries.



Art Gallery



Local Tex-Mex



Texas Aquarium & USS Lexington



Shrimp Picayune



Fishing the Laguna Madre

Welcome to Corpus Christi!



CITY OF CORPUS CHRISTI

Director of Finance



Past Director

Promoted to Chief Finance Officer (CFO) by the new City Manager. She has +29 years of service.

Equal Opportunity

Corpus Christi is an Equal Opportunity Employer and values public service, equal opportunity and diversity in the workplace. The City is committed to building a workforce which serves residents and businesses with commitment to the following values:

Responsibility, Respect, Teamwork, Honesty, Professionalism and Diversity / Inclusion.

Veterans, all genders and ethnicities are encouraged to apply.

Confidentiality

The City realizes that some candidates are not 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.

Residency

Residency within the city limits is not required. Living within 60 minutes of City Hall is required.

This recruitment actively managed by:



TIMELINE & SELECTION PROCESS

Jan 10 - Deadline to Express interest

Dec 17-Jan 13 - Initial candidate screening

Jan 14-Feb 11 - Comprehensive background checks

Feb 17/18 - Finalist interviews & selection

HOW TO APPLY

Resume and Letter of Interest by EMAIL only to:

recruit123@municipalsolutions.org

Direct questions to the Recruiting Team at the email above or by calling (888) 545-7333.

APPLY BEFORE...JANUARY 10