



**CODE COMPLIANCE
DIRECTOR**
City of **Fort Worth, Texas**

Recruitment Services Provided By



An aerial photograph of a city street at dusk. The street is lined with multi-story brick buildings. In the foreground, a large outdoor festival is taking place, featuring numerous white tents and many people sitting at small tables. The street is illuminated by streetlights and the warm glow of the festival. In the background, several tall glass skyscrapers are visible, reflecting the twilight sky. The overall atmosphere is vibrant and urban.

The Opportunity

The City of Fort Worth, Texas offers a very rewarding opportunity to lead its newly reorganized Code Compliance Department. The reorganization has created a fertile environment for a new Code Compliance Director to implement change and innovation, with the goal of being a city leading in service delivery.

About Fort Worth

A city of Cowboys and Culture, Fort Worth is known for its Texas hospitality. Stunning and sprawling, the City of Fort Worth is the 13th largest and one of the fastest-growing cities in the U.S. With great neighborhoods, scenic terrain, and a rich history of arts and culture, paired with world-class opportunities for business and education, it's not only fun to visit Fort Worth, but it's also even more rewarding to call it home. Fort Worth truly offers all the benefits and amenities of a bustling metropolitan city while keeping the small-town charm that keeps it unpretentious and charismatic in all the right ways. Designated as one of America's "Most Livable Communities" by the Partners for Livable Communities, the city truly offers a melting pot of culture, commerce, community, and, yes, cowboys.

Once an essential stop on the legendary cattle drives from Texas to Kansas and home to cattle barons and oil wildcatters, today, this city of more than 900,000 seamlessly blends its cattle and oil heritage with a vast array of businesses, industries, and entertainment. Known for a commitment to preserving its history, this modern city proudly celebrates the famous Stockyards National Historic District, home to twice-a-day cattle drives, Billy Bob's Texas — the world's largest honky-tonk — and Mule Alley, formerly the horse and mule barns utilized during World War I and now home to restaurants, shops, western heritage brands, and creative workspaces.

The city's downtown includes Sundance Square, a 35-block business and entertainment district featuring architecture from the Victorian, Art Deco, and modern eras. And the city's cultural district boasts world renowned museums, galleries, and public gardens. Major events include the MAIN ST Fort Worth Arts Festival, Mayfest – Fort Worth, and the iconic Fort Worth Stock Show & Rodeo. In fact, Money Magazine once proclaimed that "Fort Worth offers big city arts and entertainment without the attitude or high prices of comparable metros."

The city's proximity to Dallas/Fort Worth International Airport, located midway between the two cities, has enticed some of the best-known names in commerce and industry to locate their headquarters in Fort Worth, including American Airlines, BNSF Railway, Lockheed Martin Tactical Aircraft Systems, and Bell Flight. Transportation, healthcare, and manufacturing are driving factors behind employment in the city and, as Fort Worth has emerged as a popular tourist destination, the hospitality and travel sector has become a significant economic generator.

Other significant employers include JPS Health Network, Cook Children's Health Care System, Naval Air Station Fort Worth Joint Reserve Base, Texas Health Resources, and Alcon, as well as city and county governments and the Fort Worth Independent School District. In addition, the City of Fort Worth has several significant projects underway, including a future city hall and the continued development of Panther Island, a mixed-use development north of downtown.

It's no surprise that the city's list of accolades is long. It includes a place on U.S. News & World Report's "25 Best Places for Young Professionals," Travel & Leisure's "50 Best Places to Travel," and RetireBetterNow.com's "21 Best Places to Retire." Fort Worth has also been ranked among the "Best Cities to Raise a Family" by SmartAsset.com, and the city's zoo was named the "#2 Zoo in America" by USA Today behind the renowned San Diego Zoo. The median annual family income in Fort Worth is \$65,351. Average home values are in the \$360,000 range.



About Fort Worth

Access to health care and education are important quality-of-life factors, and Fort Worth offers an abundance of both. The city lays claim to one of the finest medical communities in Texas, including Cook Children's Health Care System, Baylor Scott & White All Saints Medical Center, Texas Health Harris Methodist Hospital, UT Southwestern Monty and Tex Moncrief Medical Center, Medical City Fort Worth, JPS Health Network, and the TCU School of Medicine.

As to education, Fort Worth's Texas Christian University (TCU), one of the state's most prestigious universities, offers more than 100 undergraduate majors in arts and sciences, business, fine arts, communications, education, engineering, and nursing. Texas A&M School of Law, Texas Wesleyan University, and the UNT Health Science Center draw students from around the country and beyond, while Tarrant County College District serves the community across multiple campuses.





City Government

The City of Fort Worth operates under a council-manager form of government. The City Council comprises the mayor, elected at-large, and ten City Council members who represent single-member districts, all serving two-year terms. The City Council adopts municipal ordinances and resolutions, makes proclamations, sets the tax rate, and approves the budget. Positions appointed by the Council include the City Manager, City Secretary, City Attorney, City Auditor, municipal court judges, and City board and commission members.

The Fort Worth City Council's strategic vision priorities to enhance quality of life include:

- Economic Development & Community Investment
- Community Safety
- Infrastructure, Responsible Growth, and Fiscal Responsibility

City Manager David Cooke, who was appointed to the position in 2014, oversees the day-to-day operations of the organization and is responsible for leading the City's 8,165 authorized positions in implementing the policies set forth by the Mayor and City Council, as well as managing an annual operating budget of approximately \$2.6 billion in Fiscal Year 2024. Fort Worth's ad valorem tax rate is \$0.6725 per \$100 of valuation.

Before becoming Fort Worth's City Manager, Cooke served more than 13 years as the County Manager, plus four years as Deputy County Manager in Wake County, NC, and a dozen years with the City of Charlotte, NC. His experience also includes working for a private-sector engineering and consulting firm, teaching economics at a community college, and serving as a presidential management intern in the Department of Defense. He is a graduate of the University of North Carolina at Chapel Hill and holds a master's degree in public administration.

The Code Compliance Department

The Code Compliance Department maintains the City of Fort Worth's status as a clean, livable city by ensuring properties comply with rules set by the City Council. Code Officers routinely patrol assigned neighborhoods for code violations and investigate complaints with a mission of abating issues and educating residents.

Functionally, the Department's two primary service lines are Code Enforcement and Animal Care & Control. Its services are provided through a FY 2024 budget of \$27 million and with 252 FTE employees. Reporting to the Director are two Assistant Directors, a Senior Administrative Services Manager, an Administrative Services Coordinator, a Communications Coordinator, and a Customer Solutions Analyst.

\$ 27M Operating Budget **252** Employees





The Position

The Code Compliance Director is a key member of the City's executive team and is responsible for the overall leadership and performance of the Code Compliance Department. Primary responsibilities include:

- Directing the activities of the Code Compliance Department, which includes planning, coordinating, administering, and evaluating programs, projects, processes, procedures, systems, standards, and/or service offerings.
- Directing and managing the development and implementation of departmental goals, objectives, policies and priorities for each assigned service and/or operational area.
- Developing programs to promote Code Compliance and educate the public regarding the issues and goals of the department.
- Ensuring quality customer service to the public through monitoring, evaluating, measuring and developing services.
- Supervising staff, which includes prioritizing and assigning work, conducting performance evaluations, making sure staff are trained, and ensuring employees follow policies and procedures.
- Maintaining a healthy and safe working environment and making hiring, termination, and disciplinary decisions or recommendations.
- Leading the development and administration of the department budget; approving the forecast of funds and expenditures needed for staffing, equipment, materials and supplies; and implementing budgetary adjustments as appropriate and necessary.
- Representing the Code Compliance Department to other departments, elected officials and outside agencies; coordinating assigned activities with other departments, agencies and organizations; and negotiating and resolving sensitive and controversial issues.
- Enforcing applicable City codes and ordinances; developing new or modifying existing ordinances when needed; overseeing special projects involving litigation, serving as a liaison with legal staff; and appearing in court, mediations and hearings, as needed.
- Providing executive level staff assistance to an Assistant City Manager and participating in a variety of boards, commissions and committees.

Challenges & Opportunities

The next Code Compliance Director will have the chance to address some career-defining challenges and opportunities such as the following:

- There is a real opportunity for the new Director to work collaboratively across the department and City to create a shared vision that includes significant organizational change.
- The new Director will have the opportunity to elevate the service delivery in the department through the use of best practices, data, and innovation.
- With a new animal shelter on the City's north side, the City has an exciting opportunity to renovate or replace its other facility. This project could serve as an exciting catalyst for change.
- With the recent reorganization that created the Department, there is an opportunity to rebrand its services and reinvigorate pride across the organization.
- The next Director will have the opportunity to lead conversations and set direction on how code compliance is delivered across the Fort Worth community.





Ideal Candidate

The most successful candidates for the Code Compliance Director will have the following attributes:

- Candidates need not have direct experience in both animal services and code compliance. A background in either area would likely provide a qualified foundation of experience.
- A leadership style that values employees, recognizes their expertise, and empowers them to make decisions.
- A contemporary understanding of excellence in these services lines, including best practices and leading innovations.
- A well-developed ability to lead and execute change in a managed way that generates employee buy-in and results.
- A genuine relationship builder who can collaborate, build trust, and create effective partnerships. These partnerships should extend across the city organization, and across the community to potentially include public/private partnerships.
- Likewise, the next Director should have the ability to connect with people in all circumstances and be politically astute, without being politically involved.
- Possess a solid understanding of the regulatory and legal frameworks used by code compliance and animal control.
- An experienced manager of people and processes, especially in a complex municipal environment.

Qualifications

The following are the minimum requirements for the position:

Education: A Bachelor's degree in Public Administration, Business Administration, or related field from an accredited college or university.

Experience: Eight years of management experience relating to code compliance, housing, development, law, animal care and control, health, planning, zoning or related field, including four years of administrative and supervisory experience.





Salary & Benefits

The City of Fort Worth is offering a salary range of **\$160,000 to \$190,000** for this position, commensurate with experience and qualifications. In addition, the City provides a benefits plan that includes medical, dental, vision, life, and long-term disability insurance, a pension plan (Fort Worth Employees' Retirement Fund), and a 457 deferred compensation plan. Partnering with Southwestern Health Resources, the City provides access to three employee health centers exclusive to Fort Worth employees, retirees, and their enrolled dependents.

Application & Selection Process

To be considered for this position, interested candidates must submit a cover letter and résumé no later than **Monday, February 12, 2024** at:

www.mosaicpublic.com/careers

CONFIDENTIAL INQUIRIES ARE WELCOMED TO:

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