

Director of Public Works



CITY OF
SOUTHLAKE



Join Our Team as the Next Director of Public Works!

The City of Southlake is seeking an experienced and forward-thinking executive to lead its Public Works Department. As a member of the City's Executive Leadership Team, the Director of Public Works plays a central role in stewarding infrastructure systems, delivering essential services, and supporting a high-performing, service-oriented community.

The Community

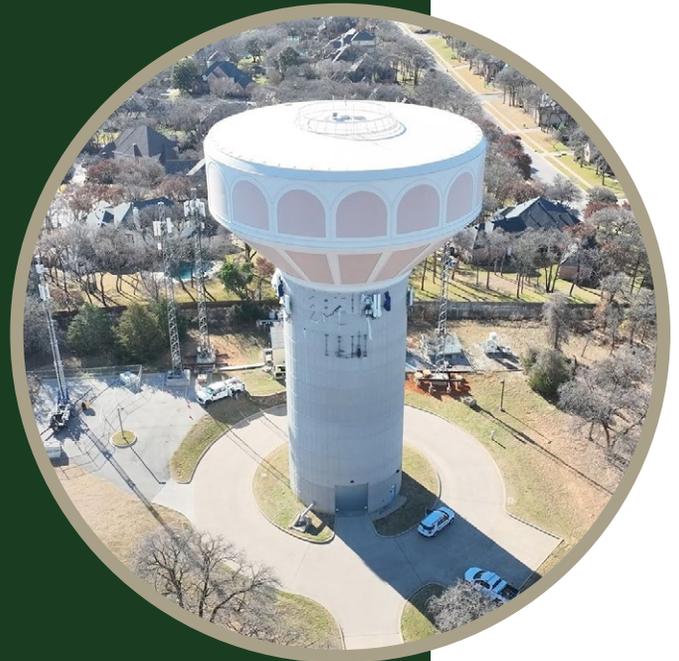
Southlake is a premier North Texas community located in the heart of the Dallas-Fort Worth Metroplex, strategically positioned between Dallas and Fort Worth and adjacent to Grapevine, Keller, Trophy Club, Westlake, and Colleyville. Encompassing approximately 22.5 square miles, Southlake is home to more than 31,000 residents and is known for its strong community identity, well-planned development, and high expectations for public service.

Residents are engaged, informed, and deeply invested in the City's long-term success. Infrastructure decisions are highly visible and closely tied to community trust, placing a premium on thoughtful planning, clear communication, and consistent execution.

Southlake operates under a Council-Manager form of government that emphasizes professionalism, transparency, and strategic alignment. The City Council provides policy direction, while the City Manager and executive leadership team oversee operations and implementation. Department directors engage regularly with elected officials, boards, commissions, and residents in a collaborative, solutions-oriented manner.

Regionally, Southlake is recognized as a peer leader among North Texas communities for its fiscal strength, infrastructure quality, and service standards. Its central location and strong intergovernmental relationships position the City as an active and respected regional partner.

For executive leaders, Southlake offers a high-performance environment—one where leadership is visible, expectations are clear, and there is a meaningful opportunity to shape infrastructure that directly supports community confidence, safety, and long-term sustainability.



Organization & Culture

The City of Southlake is supported by a highly engaged and committed workforce that takes pride in delivering exceptional service to the community. Employees are empowered to think critically, lead with purpose, and bring forward ideas that improve outcomes for residents and businesses.

Southlake fosters a progressive, high-expectation environment where accountability and trust coexist. In the City's 2025 Gallup Q12 employee engagement survey, 57% of employees were classified as engaged, compared to 32% across Texas state and local government. This reflects a sustained commitment to providing employees with the tools they need to succeed, meaningful recognition, opportunities for growth, and leadership that values people as individuals.

Performance in Southlake is measured not only by what is delivered, but by how work is done. The Southlake Way and the City's core values—Integrity, Innovation, Accountability, Commitment to Excellence, and Teamwork—define expectations for behavior, decision-making, and leadership across the organization.

With approximately 550 employees and a total budget exceeding \$137 million, Southlake operates as a fiscally strong, well-managed organization. The City maintains AAA bond ratings from all three major rating agencies, Standard & Poor's, Fitch, and Moody's, reflecting disciplined financial management, long-term planning, and a strong commitment to responsible stewardship and sustainability.



SOUTHLAKE
PUBLIC WORKS



Strategy Execution & Performance Discipline

Strategy execution is a defining characteristic of how Southlake operates. In 2005, the City Council partnered with staff to implement a Strategic Management System (SMS) based on the Balanced Scorecard framework. The SMS aligns decision-making and resource allocation with Council and community priorities and serves as the City's primary mechanism for translating vision into execution.

The system includes a clearly defined vision, mission, values, strategy maps, implementation plans, and performance measures. Each department maintains its own strategy map aligned to citywide priorities and develops annual work plans that directly support the City's strategic direction.

Southlake's Strategic Management System is not a reporting exercise—it is a leadership discipline. As a member of the Executive Leadership Team, the Director of Public Works is expected to actively lead within this system, using it to guide decisions, prioritize resources, and drive results.

Specifically, the **Director of Public Works** is expected to:

- » Translate City Council priorities into aligned capital and operational execution
- » Use performance scorecards to guide decisions, manage risk, and adjust course
- » Balance long-term infrastructure sustainability with near-term service delivery
- » Demonstrate enterprise thinking, coordinating across departments to support citywide outcomes
- » Clearly connect strategy, budget, and results through disciplined planning and resource allocation

This approach reflects Southlake's expectation that executive leaders operate with clarity, accountability, and a strong results orientation.

CITY OF SOUTHLAKE



Our **Mission**

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The mission of the City of Southlake is to provide municipal services that support the highest quality of life for our residents, a supportive environment for local businesses, and unique and special experiences for visitors.

Our **Vision**

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Southlake is a vibrant, attractive, safe, healthy and fiscally sound community. We offer quality neighborhoods and a high standard of living, with abundant opportunities for learning, shopping, working, recreation and enjoyment of open spaces.

Our **Values**

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Integrity

Innovation

Accountability

Excellence

Teamwork

**For further information,
visit the City of Southlake's website at:
<https://www.cityofsouthlake.com/>**

The Public Works **Department**

The Southlake Public Works Department is a core operational and strategic function of the organization, responsible for stewarding the infrastructure that underpins public safety, mobility, utility reliability, and community confidence. The department delivers services that are highly visible, mission-critical, and essential to Southlake's quality of life.

With approximately 67 full-time equivalent employees, an annual operating and capital budget exceeding \$30 million, and more than 30 active capital and construction projects, Public Works

operates at a scale that requires disciplined planning, strong cross-department coordination, and consistent executive leadership.

The department provides 24/7 oversight and operation of the City's essential infrastructure systems, including water and wastewater utilities, streets and drainage, traffic systems, facilities, and capital program delivery. These services demand a balance of operational reliability, long-term asset stewardship, and responsiveness to evolving community needs.

Public Works is organized into the following core functional areas:

- » **Engineering** – Leads the planning, design, construction, and delivery of capital improvement projects; provides technical expertise and inspection services; and ensures projects meet safety, quality, and regulatory standards.
- » **Environmental Services** – Oversees environmental compliance and regulatory coordination and manages the City's solid waste and recycling programs through external service partnerships.
- » **Facilities, Streets & Drainage, Traffic, Water, and Wastewater** – Operates, manages, and maintains the City's infrastructure assets through preventive and corrective maintenance, ensuring system reliability, safety, and service continuity.

Beyond daily operations, the department plays a central role in emergency preparedness, response, and recovery, serving as a critical partner in the City's emergency management framework. Public Works leadership is essential during weather events, infrastructure disruptions, and other incidents that require rapid coordination, clear communication, and decisive action.

The department is funded primarily through the General Fund and Utility Fund, with capital initiatives supported by a combination of City resources and external funding, including Special Revenue Funds. Strategic partnerships with neighboring jurisdictions and regional agencies support efficient project delivery and shared infrastructure solutions.

The Southlake Public Works Department operates in a high-expectation, high-accountability environment, where infrastructure decisions are closely tied to community trust, fiscal stewardship, and long-term sustainability. The next Director of Public Works will inherit a well-established foundation and a significant opportunity to lead at both the operational and enterprise level—shaping infrastructure systems that directly support Southlake's future.



Guiding Principles

- » Leading with purpose and alignment
- » Creating clarity and shared ownership
- » Building better ways through continuous improvement
- » Fostering trusted relationships
- » Collaborating with courage
- » Leading with integrity and trust
- » Communicating with intention
- » Growing people and culture
- » Owning performance
- » Stewarding resources wisely
- » Preparing the organization for the future
- » Modeling Proud to Lead every day

Executive Leadership – How We Lead In Southlake

Southlake’s Executive Leadership Team is guided by a shared leadership philosophy known as Proud to Lead. This philosophy defines not only what we deliver for the community, but how we lead—individually and collectively—every day.

Executive leaders are expected to lead with courage, integrity, and collaboration, modeling clarity, accountability, and trust while advancing City Council priorities and community expectations.

About The Position

The Director of Public Works serves as a key executive leader within the City of Southlake, responsible for stewarding the infrastructure systems that directly support public safety, mobility, utility reliability, and community trust. As a member of the Executive Leadership Team, this position operates with a citywide perspective—balancing operational excellence, long-term infrastructure sustainability, and alignment with City Council priorities.

Reporting to the City Manager, the Director provides both strategic leadership and operational oversight for the Public Works Department, guiding the planning, delivery, and maintenance of critical infrastructure services and facilities. The role requires sound judgment, credibility, and the ability to lead confidently in a highly visible and high-expectation environment.

The Director of Public Works oversees a broad and complex portfolio that includes engineering, water and wastewater utilities, streets and drainage, facilities, traffic systems, environmental services, and the City’s capital improvement program. The Director ensures that departmental priorities, investments, and daily operations are aligned with Southlake’s mission, values, and strategic direction.



Key Responsibilities

The **Director of Public Works** is expected to:

- » Provide executive leadership and direction for all Public Works functions, setting clear expectations, reinforcing accountability, and modeling the City's values.
- » Translate City Council and organizational priorities into effective infrastructure execution, guiding capital planning, asset management, and service delivery strategies.
- » Oversee the planning, design, construction, and maintenance of critical infrastructure systems, ensuring reliability, safety, regulatory compliance, and long-term sustainability.
- » Serve as a trusted advisor to the City Manager and City Council, providing clear, data-informed recommendations on infrastructure investments, risks, and opportunities.
- » Lead fiscal stewardship and performance discipline, managing operating and capital budgets with transparency, efficiency, and alignment to strategic outcomes.
- » Engage meaningfully with residents, boards, commissions, and regional partners, building trust through clear communication, responsiveness, and professionalism.
- » Develop and sustain a high-performing organization, fostering employee engagement, leadership development, succession planning, and a culture of continuous improvement.

This role demands a combination of professional credibility, strategic thinking, and people-centered leadership. The successful candidate will be an intentional, visible leader—capable of navigating complexity, leading through systems, and delivering results through others—while shaping infrastructure that supports Southlake's long-term resilience and quality of life.

Desirable Competencies

The successful candidate will demonstrate the following executive competencies, reflecting Southlake's expectations for leadership, accountability, and performance:

- » **Enterprise Leadership & Vision** - Leads with a clear sense of purpose and direction, aligning departmental priorities with City Council goals and organizational strategy. Inspires confidence through clarity, consistency, and the ability to translate vision into action across a complex, highly visible operating environment.
- » **Strategic Execution & Results Discipline** - Demonstrates the ability to convert strategy into sustained results. Uses performance measures, scorecards, and data to guide decisions, manage risk, and drive continuous improvement—balancing long-term infrastructure sustainability with near-term service delivery.
- » **People-Centered Leadership & Talent Development** - Builds strong, engaged teams through coaching, feedback, and accountability. Attracts, develops, and retains talent while strengthening leadership capacity, succession readiness, and a culture of ownership and continuous growth.
- » **Collaboration & Enterprise Mindset** - Operates beyond departmental boundaries, fostering trust-based relationships with peers, elected officials, community partners, and regional agencies. Prioritizes shared outcomes and citywide success over siloed solutions.
- » **Communication, Presence & Political Acumen** - Communicates with clarity, credibility, and intent across diverse audiences. Demonstrates executive presence and sound judgment when engaging with City Council, boards, commissions, employees, and the public—especially in high-stakes or complex situations.
- » **Technical, Financial & Operational Credibility** - Brings deep understanding of public works operations, infrastructure systems, and capital planning. Demonstrates disciplined financial stewardship, aligning budgets, assets, and resources with strategic priorities and long-term sustainability.
- » **Adaptability, Innovation & Judgment** - Leads change with confidence and pragmatism. Embraces innovation and technology where they add value, exercises sound judgment in navigating ambiguity, and adapts strategies in response to evolving community needs, regulatory environments, and operational realities.



Education and Experience

- » A Bachelor's degree in Civil Engineering, Public Administration, Business Administration, or a closely related field is required. A Master's degree is preferred and may include Public Administration, Engineering, Business, or a related discipline.
- » A minimum of eight (8) years of progressively responsible experience in public works, engineering, or a closely related field, including four (4) years of supervisory or leadership experience.
- » Professional Engineer (PE) licensure in the State of Texas is preferred. Candidates without PE licensure may be considered if they demonstrate equivalent senior-level public works, infrastructure, or other related leadership experience, including responsibility for complex systems and executive decision-making.

Compensation & Benefits

The salary range for this position is **\$150,000 to \$200,000**, with placement within the range dependent on the selected candidate's experience, qualifications, and demonstrated leadership capacity. The City of Southlake offers a competitive and market-aligned compensation structure designed to attract and retain high-performing executive leaders.

In addition to salary, the City provides a comprehensive benefits package that supports employees' and their families' health, well-being, and long-term financial security. Benefits include medical, dental, life, and disability coverage; paid vacation, sick, and holiday leave; and participation in the Texas Municipal Retirement System (TMRS).

The City is committed to offering a total rewards package that reflects its values of stewardship, sustainability, and investment in its people.

Additional details regarding compensation and benefits are available at www.CityofSouthlakeJobs.com.

Application Process And Recruitment Schedule

To be considered for this exceptional career opportunity, please submit your resume, cover letter, and a list of six work-related references (who will not be contacted without prior notice) no later than our first resume review deadline of **Monday, March 9, 2026**. Resume should reflect years and months of employment, beginning/ending dates as well as size of staff and budgets you have managed.

Please submit your materials to: <https://www.cpshr.us/recruitment/2576>

For additional information about this position please contact:

CPS HR CONSULTING
Your Trusted HR Advisor For 40 Years

KYLIE WILSON
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Resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant and strongest backgrounds will be invited to participate in a preliminary screening interview with the consultant. Those individuals determined to be best suited will be invited to participate further in a formal assessment process with the City. Final placement is contingent upon the completion of comprehensive reference and background checks.