



Town of Laguna Vista
Applications for the position of

CITY MANAGER

Town Of Laguna Vista
122 Fernandez Street
Laguna Vista, Texas 78578
(956) 943-1793 FAX: (956) 943-3111

THE TOWN

The Town of Laguna Vista is located in Cameron County, Texas. Laguna Vista is situated 5 miles from Port Isabel and South Padre Island. The South Padre Island Golf Club has been the contributing factor to the rapid growth of Laguna Vista. In the last ten years, the estimated population has grown from 1500 to 3000.

With its location to South Padre Island and the Golf Course, Laguna Vista has become one of the most desirable places to live within Cameron County.

Laguna Vista is part of the Point Isabel Independent School District with two elementary schools, a middle school and a High School all located in Port Isabel. Laguna Vista is also home to Laguna Madre Christian Academy that accomadtes grades K-12.

THE MISSION

Residents value and desire to maintain this a bedroom community. The Town has established a Community Development Corporation (CDC) and has adopted a half-cent 4B sales tax. The property tax rate continues to reduce each year, with the current property tax rate of .1900 cents per \$100 valuation.

Parks and recreation are a priority to the citizens of Laguna Vista. The Town was the recipient of the donation of twenty-three acres several years ago. The Town also owns fifteen acres, and three lots throughout town.

THE GOVERNMENT

The Town of Laguna Vista operates as a Town Council form of government under the Local Government Code, General Law Type A City. The Town is governed by the Town Council composed of the Mayor and six Council Members and serve a three year term. The Mayor is the presiding officer of the Council and votes in all motions. The current Town Council consists of the following members:

- Mayor Nadine Smith, elected May 2020
- Mayor Pro-Tem Johvonne Howard, elected May 2020
- Council Member Michael Carter, elected May 2020
- Council Member Betina Tolin, elected May 2020
- Council Member Rolando Gonzalez, elected May 2021
- Council Member Victor Worrell, elected May 2021

- Council Member Silke DeGobeo, elected May 2021
- Council Member Nadine Smith, elected May 2018

The Town Council is responsible for policy and the appointment of the City Manager, City Secretary, Municipal Court Judge, and the Town Attorney.

Citizen advisory boards and commissions that participate in the governing process include: the Planning & Zoning Commission, Parks & Recreation Board, Laguna Vista Community Development Corporation, Ethics Board, Board of Adjustments, Planning and Zoning and the Library Board.

THE CITY MANAGER

This is a tremendous opportunity for the qualified individual, to be the City Manager for Laguna Vista. To embark in the growth explosion of the town and development of the position of City Manager.

The City Manager will work closely with department heads in the daily operational affairs of the Town. As Chief Administrative Officer, the City Manager will be accountable to the Town Council.

CITY DEPARTMENTS

The Town organization currently has 19 staff members and operates with an annual operating budget for FY 2021 – 22 of approximately \$2 million. The Town’s departments include: City Hall Administration, Public Works, Police, Library, Fire, Building Department and Municipal Court.

The major revenue sources for the Town are property taxes, sales taxes and franchise fees. The Town contracts with a private provider for emergency medical services, and garbage collection. The fire department consists of volunteers with the exception of a part-time Fire Chief.

DESIRED CHARACTERISTICS

The Town Council is seeking a City Manager with experience in cities with comparable mix of services to Laguna Vista. The career of a successful candidate must exhibit high moral character and ethical conduct. The Town Council is looking for a manager that possesses the following skills and abilities:

- Strong financial management skills with a working knowledge of municipal finance, and the ability to develop, present and work within an adopted budget.
- Experience in community development with a reputation for being able to work effectively with the community.
- Ability to communicate effectively on various levels within and outside the organization.
- Excellent interpersonal skills, with an ability to effectively analyze and resolve disputes. Proficient in office technology.
- Record as a team player and a team builder. Proven leadership skills.
- Some understanding of civil engineering principles related to municipal infrastructure is a plus.

PREFERRED QUALIFICATIONS

- Experience as a City Manager or Assistant City Manager.
- Bachelor's degree in a field related to city government or a minimum of five year experience in municipal government.

COMPENSATION

The salary range will be \$80,000 - \$120,000 annually depending on the background and qualifications of the successful candidate. The town has a benefit program including health insurance, holiday, paid vacation, sick leave and participation in the Texas Municipal Retirement System.

TO APPLY

Send a resume to:
Rendie R. Gonzales, Interim, City Manager
Town of Laguna Vista
"CONFIDENTIAL"
122 Fernandez Street
Laguna Vista, Texas 78578
(956) 943-1793 Fax (956) 943-3111
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Applicants selected as finalist for this position will be subject to thorough and complete background investigation. Under the Texas Public Information Act, information from resumes may be subject to release to the public.