



UTAH

**CITY ENGINEER**

**\$100,000 - \$124,086**

*Plus Excellent Benefits*

Apply by  
**July 14, 2019**  
*(open until filled)*

**PROTHMAN**



## WHY APPLY?



Park City is located 32 miles southeast of Salt Lake City in a geographic area known as the “Wasatch Back,” referring to the backside of the Wasatch Mountains. At an elevation of 7,000 feet, this mountainous area has earned its reputation as an upscale resort community, bringing in many new development opportunities.

The amazing beauty of the rugged mountains surrounding Park City is complemented by over 100 restaurants and bars, open air concerts, numerous spas and health clubs, plays, independent film screenings, and a series of world-class events and festivals, including the prestigious Sundance Film Festival.

Park City offers the right candidate a chance to work in a high-performance team-structure organization. This is an excellent opportunity for an experienced planning/community development professional looking to make a difference in a region that takes pride in its sustainability, spectacular natural beauty, and way of life.

## THE COMMUNITY

Located approximately 36 miles from the Salt Lake City International Airport, Park City is favorably situated as a year-round resort town that caters to people seeking recreation and a superior quality of life. The community features two world-class ski areas, several golf courses, hiking and mountain biking trails, and nearby reservoirs for boating and fishing. Park City has a permanent population of about 8,320 residents, a service population of roughly 25,400, and draws in over 3 million visitors annually. In 2002, it was a venue for the Winter Olympic Games, in 2008 it was chosen by Forbes Traveler Magazine among one of the 20 'prettiest towns' in the US, and in 2013 it was chosen as the Outside Magazine Best Town Ever. Park City is one of America's premier multi-season resort communities with two major ski resorts: Deer Valley Resort and Park City Mountain Resort. Additionally, the city hosts several events including the Sundance Film Festival, Kimball Arts Festival, World Cup ski and snowboard competitions, international biking competitions, concerts, gallery tours and live theater.

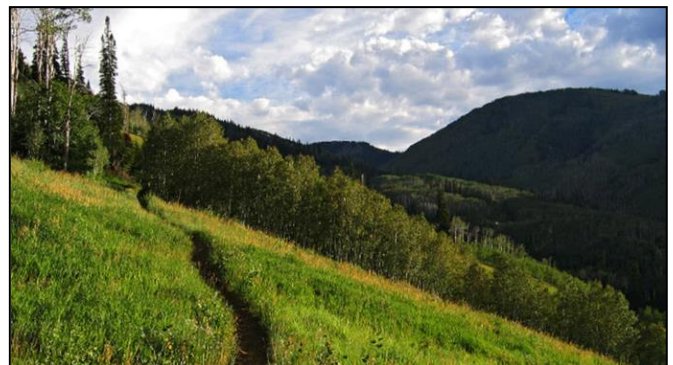


Although Park City is one of the most affluent and lively resort towns in the US, 64 of the city's buildings, many of which are located along Main Street, are listed on the National Register of Historic Places. Tourism is the major industry in Park City, with skiing, lodging and restaurants contributing to the local economy.

The area offers an urban lifestyle in a rural setting and takes pride in its highly educated and affluent population. More than two-thirds of the nearly 9,500 housing units are secondary/vacation homes. An outstanding local school system offers one high school, two middle schools, and four elementary schools.

## THE CITY

Park City Municipal Corporation was incorporated in 1884 and has a Mayor/Council/Manager form of government. Five Council members are elected to four-year staggered terms. The Mayor is the chief executive of the City and presides over City Council meetings and only votes in the event of a tie. Mayor Andy Beerman is in his first term as Mayor after serving two previous terms on City Council. Staff reports to the City Manager who is appointed by the Mayor with the advice and consent of the City Council and is the chief administrative officer of the City.





The City Manager supervises 25 employees who are divided into teams. Each team self-evaluates performance and makes decisions within the realm of their authority.

Park City is a full-service city providing police, planning and economic development, public works, water and wastewater, parks, a public golf course, a public ice arena, human resources, finance/treasurer, cemetery, transportation, parking services, library, and recreation facility. Park City employs roughly 650 full and part-time employees. The City has a 2019 operating budget of \$60,451,630, a capital budget of \$93,896,890, and a general fund of approximately \$48,000,000. The City is financially stable with a AAA bond rating and substantial reserves.

Every member of the Park City Municipal Team operates under the philosophy of a High-Performance Organization (HPO). Excellence in day-to-day operations, financial stewardship, and employee development are accomplished through teamwork, innovation, continuous improvement, data-based decision making, clear processes, relationships and communication.



## THE DEPARTMENT & POSITION

Community Development oversees development and future planning for growth established by the City Council and Planning Commission. The Community Development Division consists of a Building Division, Planning Division, Engineering Division, and Transportation Division.

The Engineering Division has the responsibility to coordinate, review and approve all private-funded public improvements initiated by the development community, beginning with design through the actual construction and eventual final acceptance. The City Engineer's office is responsible for updating the Design Standards, Construction Specifications and Standard Drawings book. The division has a 2019 budget of \$553,100 and operates with the City Engineer, Public Improvements Engineer, Public Improvements Inspector, and an Engineering Analyst. The City Engineer's office also works closely with the Planning and Building Divisions.

Under general direction from the Community Development Director and as a member of the Community Development work team, the City Engineer provides technical expertise as the City's representative for the review of plans for private-sector-built public improvements and inspecting the private-sector construction projects. The City Engineer plans, implements and directs the programs and activities of the City's Engineering division in accordance with the overall policies established by the City Manager, City Council, and state and federal laws and regulations, providing design expertise and project management for City capital improvement projects, including the Redevelopment Agency.

### Other responsibilities include:

- Supervise and provide managerial and technical assistance for monitoring the installation of utilities in Park City where proposed by Rocky Mountain Power, Dominion Energy, Qwest, Comcast, and SBWRD. Issue conditional permits for utility work within rights-of-way or easements. Inspect utility activities to protect the interests of Park City and its residents.
- Manage and implement the Streets Master Plan and its related projects, plans and policy, as well as other public infrastructure capital projects. The City Engineer will need to monitor Council budget discussions to evaluate the Council's intent on construction projects.

- Require private-sector coordination with franchised utilities during design phase of subdivisions and conditional uses to minimize utility encroachment beyond approved limits of disturbance. Coordinate as needed to identify major conflicts with site plans. Make decisions representing Park City concerning utility locations; coordinate with staff planner as required.
- Obtain closure on as many “Trust and Agency” projects as possible while protecting the interests of the general public, in those cases where Park City holds funds in trust as security guarantees from developers. Make inspections and field decisions as necessary. Coordinate with Building and Planning Departments to identify and process releases and drawdowns of Trust and Agency accounts.
- Provide technical expertise in the review of plans for private-sector-built public improvements. Apply conditions of Planning Commission approval and any City Council decisions to the plans for construction of private projects, using professional judgment in the interpretation of such conditions. Coordinate plans with the assigned staff planner as necessary as well as with other affected departments such as Public Works, Public Utilities and Transportation Planning.
- Provide oversight for all improvements made within the city rights-of-way and easements including: street design; utilities; storm water; water; and transportation improvements to ensure compliance with the applicable codes and regulations in effect and within the jurisdiction of the city to enforce.
- Work with city staff to develop and maintain Comprehensive Emergency Management Plan (CEMP) for the City based upon National Incident Management System (NIMS) standards.



- Supervise consulting inspectors and the Park City Public Improvements Inspector as necessary in order to attempt to achieve the optimum degree of quality in the constructed project subject to the constraints of budgets and state-of-the-art construction techniques.
- Prepare departmental budgets and participate in the discussions and negotiations surrounding the adoption of the general budget for Park City. Participate in the staff review process involving the department heads and key people for the Capital Improvement Budget embracing the general fund, the Redevelopment Agency funds, and all projects affecting the city right-of-way and easements.
- Work with the Planning and Building Departments to make building permit administration system run as smoothly as possible. Review and approve numerous building permit applications. Review any planning staff reports for the Planning Commission and the Council, which involve other departments. Perform other duties as assigned, including but not limited to helping out with counter coverage when administrative staff need engineering assistance.

## IDEAL CANDIDATE

### Education and Experience:

A bachelor's degree in civil engineering or a related field, five (5) years of responsible employment in direct charge of civil design, budgeting, construction, and management of heavy civil contraction projects, and three (3) to five (5) years of increasingly responsible personnel management experience is required. Candidates must obtain a valid Driver's License and register as a Professional Engineer in Utah within 6 months of hire. A master's degree in a related field, and Project Management Professional certification is preferred.

**Necessary Knowledge, Skills and Abilities:**

- Extensive knowledge of civil engineering and engineering survey and design, including working knowledge of drafting, public works construction, and computer applications related to engineering.
- Ability to obtain City NIMS certifications. (IS-100, IS-200, IS-700, IS-800, ICS-300, ICS-400)
- Ability to be self-motivated and influential in a self-managed team environment, having decision-making and organizational skills.
- Experience communicating effectively, orally and in writing, with employees, consultants, other governmental agency representatives, City officials and the general public.
- Ability to effectively take a mentorship role with the staff, appreciating team effort, and able to take a non-defensive stance while expressing opinions in a professional manner.
- Skill in handling multiple projects and priorities at once, while remaining approachable, accessible, and personable while being open and patient.
- An understanding of development and issues associated with developing cities.
- The ideal candidate will display integrity and honesty, building trust with Council, staff and the community, and remaining apolitical while understanding the political balance of issues.
- Experience working with established CIP projects, and an understanding of project budgeting.
- Ability to work effectively in a fast-paced government setting.

Candidates may possess any combination of relevant education and experience that demonstrates their ability to perform the essential duties and responsibilities. The ideal candidate will be committed to excellent customer service.

Park City is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **July 14, 2019** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "submit your application" and follow the directions provided. Resumes, cover letters and supplemental questions can be uploaded once you have logged in.

**COMPENSATION & BENEFITS**

- **\$100,000 - \$124,086**
- Generous Benefit Package, including Medical, Dental, Life Insurance, AD&D, and Short- and Long-Term Disability
- Utah Retirement Systems
- 457 + City match
- Vacation time
- 13 Paid holidays
- Potential for 1 Year of transitional housing
- Occasional flexible work schedule

**Please visit:**

**[www.parkcity.org](http://www.parkcity.org)**  
**[www.visitparkcity.com](http://www.visitparkcity.com)**



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