



PUBLIC WORKS DIRECTOR

\$120,120 - \$147,732 DOQ

(Typical starting salary is \$120,120 - \$127,435, with yearly increases.)

Plus Excellent Benefits

Apply by

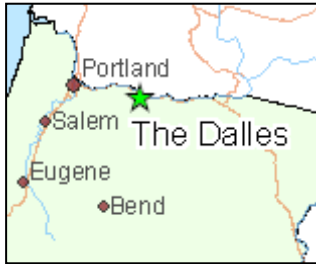
December 8, 2024

First Review, Open Until Filled

PROTHMAN



THE DALLES, OREGON



The City of The Dalles, Oregon, is located along the north-central edge of the vast Columbia River dividing Washington State from Oregon. It is the largest community in Wasco

County and functions as the county seat. With an estimated population of 16,000 residents, it is a growing regional commercial center and marketplace, featuring a quaint downtown area. The Dalles is one of Oregon's most historical cities and has a reputation of being a town at the end of the overland route of the Oregon Trail. The City was first incorporated by the Oregon Territorial Government in 1857 as "Dalles City" and was deemed the county seat shortly thereafter. The Dalles citizens are extremely proud of their community and its long and valued history which continues to play a key role in North Central Oregon's social, cultural, economic, and government activities. The City serves as a trading area for about 70,000 persons in Washington and Oregon. Its principal economic activities are agriculture, tourism, healthcare, government and retail services. The major agricultural product of the City is sweet cherries. There are in excess of 6,000 acres of sweet cherry orchards around the City. Wheat is another important agricultural product with 50,000 acres currently in cultivation.



The Dalles is a strategic home base for year-round recreation where residents enjoy over 300 days of sunshine per year. Its location along a vast bend of the Columbia River, the nation's second-largest river, provides ample opportunities for recreation including fishing, jet skiing, boating and one of the finest windsurfing areas in the United States. The City also has riverfront parks and trails for picnicking, walking, bicycling and a variety of locations for scenic river views. There are also miles and miles of hiking trails nearby. The Dalles is conveniently located just an hour north from Mt. Hood where residents and visitors enjoy skiing, snowboarding, climbing, hiking and visiting the historic Timberline Lodge. For those looking to stay indoors, The Dalles is also home to numerous restaurants, coffee shops, cafes and wineries and breweries which host tours and tastings and provide space for events.

The City core is bordered by an industrial port to the west, containing light manufacturing, business offices and six Google data centers. To the east is the Dalles Dam which is a hydroelectric facility. An emerging wine industry has developed on both sides of the river.

Columbia Gorge Regional Airport which is located just across the Columbia River in Washington State is jointly owned by the City of The Dalles and Klickitat County, Washington. The airport provides access to two states, three counties, many municipalities, over 72,000 citizens and has 35 acres of construction ready sites. The partnership between the City of The Dalles and Klickitat County, has resulted in many multi-million-dollar projects that have focused on improving both airport safety and local infrastructure and has allowed the airport to be a successful gateway to the Columbia River Gorge.



THE CITY

The Dalles operates under a Council-Manager form of government and is a stable organization with a conscientious City Council, an experienced Mayor and high-functioning management team. The Mayor and a five-member City Council are elected to four-year staggered terms, each of whom earns a stipend. The City operates on a 2024/2025 budget of \$93,110,447 with 124 FTEs across multiple departments, including City Clerk/PIO, IT, City Facility Services, Community Development (including Urban Renewal), Finance (with Water Sewer Billing/Court), Human Resources, Legal, Library, Municipal Court, Police, and Public Works.

THE DEPARTMENT

The Public Works Department has a positive reputation within the community and is supported by experienced and dedicated staff. The department operates on a 2024/2025 budget of \$39,737,890 which includes eight funds, two enterprise funds and five reserve funds. The department employs 47 full-time personnel and 2 - 4 seasonal workers depending on seasonal needs. The Department is expecting approximately 6 retirements within the coming year. Public Works operates across six divisions: Streets (10), Wastewater Collection (9), Water Distribution (10), Water Treatment (8), Engineering (4), and Administration (4). Wastewater treatment services are provided through a contract at a City-owned facility. Notably, the Class IV Water Treatment Facility includes an ORELAP Accredited laboratory, ensuring high standards of water quality.

THE POSITION

Under the direction of the City Manager, the Public Works Director supervises the Deputy Public Works Director, City Engineer and 5 Division Managers. This position develops and manages the goals, objectives, and direction of the Department of Public Works as established by City Council through the City Manager for public works services in the community. The Public Works Director also recommends and administers policies and procedures affecting public services under the direction of this position and manages the task and assignment responsibilities for the major divisions of the Department. To view a full job description please view the attachment found [here](#) or visit www.prothman.com.

OPPORTUNITIES & PRIORITIES

- A recent major achievement for the Public Works Department was the successful replacement of the Dog River Pipeline; a 3.5-mile, 110+ year old wood stave pipeline that diverted water from the Dog River to the reservoir for City use.
- The next Director will be challenged to address major projects identified through the Water Master Plan update, soon to be completed. Some of these projects include increasing the height of the Crow Creek dam to store more water, replacement of the water treatment facility to modernize and increase capacity, and replacement of water transmission lines to the City proper. In addition to these major projects, ongoing maintenance of City infrastructure with limited revenues will be a priority along with facilitating affordable utility rate adjustments.
- The City is experiencing ongoing growth and development across both industrial and residential sectors, with significant development in industrial data centers. These data centers are major utility customers that place significant demands on City systems while also contributing a significant portion of revenue.
- Long-term plans include the expansion of the City Wastewater Treatment Facility to provide greater capacity for continued growth; the 20-year Wastewater Facilities Master Plan is currently being updated. This project will have significant costs, and City reserves for this project currently sit at \$7.6 million.
- The City manages its forested municipal Watershed to protect the quality of drinking water supplied to the community. The Director provides Watershed management oversight consistent with the guidance provided in a recently completed 20-year Forest Stewardship Plan.
- The next Director will play a key role in the acquisition and management of grants and loans for a wide suite of infrastructure projects.



THE IDEAL CANDIDATE

Education and Experience:

A bachelor's degree in engineering, public works administration, or a scientifically related field is required, along with at least ten (10) years of management experience in municipal public works operation, and a minimum of four (4) years as an assistant department head or division manager in a system of comparable complexity. The ideal candidate will have experience and/or familiarity in the management of a Class III water treatment facility, Class II water distribution system, Class II wastewater collection system, and/or Class III wastewater treatment plant. A valid Driver's License is required by time of hire.

Preferred qualifications include certification in Oregon's Water Treatment programs at Class IV, certification in Oregon's Water Distribution programs at Class III, and certification as an Oregon Cross Connection Inspector.

Necessary Knowledge, Skills and Abilities:

- The ability to communicate effectively, both verbally and in writing.
- Proven supervisory skills in motivation, training and scheduling of subordinate staff.
- Experience and skill in data collection, record keeping and computer use.
- An understanding of transportation system management, traffic safety, and pavement management is desired.
- Proven ability to plan, manage, supervise, and review the work of others either directly or through subordinate supervisors or lead operations persons.
- The ideal candidate will have a high energy level, be self-motivated, and have professionally developed skills.

COMPENSATION & BENEFITS

- **\$120,120 - \$147,732 DOQ.** New hires will typically start at \$120,120 to \$127,435.
- Vacation: 8 hours per month. Increases with longevity.
- Sick leave: 8 hours per month. No maximum.
- 7 Exempt days annually. Prorated for new hires.
- Annual personal holidays.
- Medical, dental, and vision coverage.
- Other benefits include AD&D, Basic Life, Dependent Life, and Supplemental Life. The City pays for employee AD&D as well as Basic Life (\$10,000). The employee would pay .43 cents per month for a \$1,000 dependent life plan.
- Employee Assistance Program
- City funded HRA-VEBA. There is no cash contribution to the HRA-VEBA.
- The City does not participate in Oregon-PERS. Employees receive contributions to their retirement (403(b)) following one year of employment. Contributions are 13.5% of the employee's base wage, all paid by the City. These contributions are split into "employee contribution" at 6.5% and employer contribution 7%. The employee is vested in the employee contribution once they are made. They become 100% vested on 5 years of employment.
- In addition to the 403(b) retirement plan, employees may contribute to a Deferred Compensation Plan 457(b). These contributions are wage withholdings and may begin with the first payroll following employment. Contributions may be invested in a tradition plan and/or a Roth.

**For more information on the
City of The Dalles, please visit:**

www.thedalles.org

The City of The Dalles is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **December 8, 2024** (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 "**Open Recruitments**", select "**City of The Dalles, OR – Public Works Director**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in. If you are a veteran and wish to request veterans' preference credit, please indicate that in your cover letter, and complete and submit the veterans' preference form posted on the website as instructed on the form.



www.prothman.com

206.368.0050