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City of Blaine, Minnesota  
**Director of Public Works**



Executive Recruitment





## City of Blaine, Minnesota Director of Public Works

### The Community

Blaine is a rapidly growing metropolitan community and is situated 11 miles north of downtown Minneapolis along Interstate 35W and Highways 10 and 65. Blaine encompasses 34 square miles with a population of 70,979. It is the largest city in Anoka County and the 10th largest city in Minnesota. Blaine has a strong and diverse economy with nearly 1,400 businesses including Aveda Corporation, Infinite Campus, Bermo, Inc., Dayton Rodgers Manufacturing, and Northtown Mall.

The City's parks and recreation system provides a variety of leisure activities and encompasses 67 parks over 755 acres. Over 170 miles of sidewalks, trails and trail corridors interconnect parks, schools, and open space. Blaine is home to the National Sports Center, an Olympic class training facility and international hub for youth sports. The TPC Twin Cities golf course, which annually hosts the 3M Open, a PGA Tour event, is also located in Blaine, along with the Four Season's Curling Club.

With a strong economy, excellent schools, outstanding parks, and cultural amenities, Blaine offers an exceptional quality of life for residents.

### The Organization

The mission of the City of Blaine is to deliver exceptional public services with the highest degree of professionalism and accountability. This mission is to be accomplished through the core values of transparency and openness, creativity and innovation, fairness and impartiality, respect, and efficiency.

The City has developed six strategic priorities:

- Effective Communication
- Financial Sustainability
- Growth Management
- Organizational Health
- Trunk Highway 65 Improvement
- Well-Maintained Infrastructure

The Blaine City Council is composed of six councilmembers and a mayor. Two councilmembers are elected from each of three council wards and the mayor is elected at large. The City operates under a council-manager form of government and adopts established priorities. The Mayor and Council appoint the city manager who is responsible for implementing policy and overseeing all daily operations of the City and city staff. All department directors report to the city manager. The City has a general fund budget of \$38.3 million, a Capital Improvements Project (CIP) of \$20.3 million, and 232 FTEs for 2022.

### Blaine By the Numbers

Population – **70,979**  
Land Area (sq. miles) – **34**  
Number of households – **25,489**  
Median Age – **35.5**  
Median Home Value – **\$230,900**  
Median Household Income – **\$86,800**  
**11** Miles from Downtown Minneapolis

### Demographics

White alone, non-Latinx, **77.02%**  
Asian alone, non-Latinx, **8.55%**  
Black alone, non-Latinx, **5.81%**  
Hispanic or Latinx, **5.05%**  
More than one race, non-Latinx, **2.93%**  
American Indian alone, non-Latinx, **0.54%**

General Fund Budget: **\$38.3** million

**232** FTEs





## The Director of Public Works and The Public Works Department

The director of public works reports directly to the city manager and is a member of the City's senior leadership team. The director of public works oversees the following divisions: Engineering, Asset Management, Fleet Services, Streets Maintenance, Parks Maintenance, Water, Sewer, and Stormwater. There are 67 FTEs in the department, including a deputy director of public works who oversees the operations for Streets, Parks, Water, Sewer, and Stormwater. Employees in Water, Sewer, Stormwater, Streets, and Parks Maintenance are represented by a collective bargaining unit.

The Public Works Department is responsible for 23 wells and four water treatment facilities, 32 lift stations, 150 miles of sanitary sewer and four water treatment facilities. The Public Works Department is responsible for approximately 290 miles of paved roadway, over 170 miles of sidewalks and trails, 67 municipal parks with over 755 acres, and the management of the city's urban forest.

The Engineering division coordinates the design and construction of public infrastructure and ensures that residential and industrial development meets City standards. The full Public Works operations budget for 2022 is \$8,958,230. The water utility budget is \$10 million. The sewer utility budget is \$9.1 million, and the stormwater utility budget is \$3 million for 2022.

## Public Works Department At a Glance

### 8 Divisions

Engineering, Asset Management, Fleet Services, Streets Maintenance, Parks Maintenance, Water, Sewer, and Stormwater

**67** FTEs

**23** wells

**4** water treatment facilities

**32** lift stations

**290** miles of paved roadway

Over **170** miles of sidewalks and trails

**67** municipal parks with over **755** acres

Public Works 2022 operating budget

**\$8,958,230**





## Expectations and Projects

The director of public works will have the opportunity to work with the Blaine leadership team on the following projects.

- Lead the redesign and reconstruction of Minnesota Highway 65, a main arterial through Blaine that will have a legacy impact on the community.
- Identify and advocate for funding partnerships to assist in the reconstruction of Highway 65, including advocating at state and national levels.
- Continue to lead the City's increased investment in infrastructure, including pavement management (streets and trails) and water infrastructure.
- Oversee the implementation of a new Enterprise Asset Management System.
- Continue to build a strong team within Public Works while connecting more closely to the citywide team and helping to bridge the communications between off site locations and work groups.
- Successful implementation of a new internal services fund for fleet management.
- Guide the City's comprehensive rate study for water, sewer and stormwater utilities and continue to strengthen the City's five-year capital budgeting goals.



## Candidate Requirements

- Bachelor's Degree in Civil Engineering, Public Works Administration, Public Administration, Business Administration, or closely related field. A Master's Degree is a plus.
- Eight years of experience in the field of public works, including three years in the management of a public works function.
- Five years of supervisory level experience in an organization of similar size and complexity.
- A Professional Engineer registration is desirable, but not required.

## The Ideal Candidate Will Be:

- A collaborative leader, able to form cooperative working relationships with a wide variety of internal and external stakeholders.
- A strategic leader, able to adapt and pivot as necessary.
- An effective change manager, able to guide and prepare teams to address emerging challenges and/or opportunities.
- An approachable leader, able to develop, mentor, and coach staff.
- An excellent communicator with strong written and verbal communication skills.
- Highly responsive to community concerns, needs, and inquiries.
- Knowledgeable and up to date with best practices for public works management and service delivery and capable of implementing the same in an organization.
- Comfortable and experienced in using data and performance metrics.
- Experienced with a rapidly growing community.
- Comfortable and experienced working within a collective bargaining environment.





## Compensation and Benefits

The hiring range for the position is \$144,664 - \$166,337 DOQ. The full range extends to \$188,032 with the performance zone. The City of Blaine provides an excellent benefits package.

## How to Apply

This position is open until filled and applications will be reviewed as they are received. Applicants are encouraged to apply at once but no later than December 22, 2022. Interested candidates should apply online with resume, cover letter and contact information for five work-related references at [www.govHRJobs.com](http://www.govHRJobs.com) to the attention of Charlene Stevens, Senior Vice President and/or Pam Dmytrenko, Vice-President, GovHR USA, 630 Dundee Road, #225, Northbrook, IL 60062. Tel: (224) 282-8314. Questions can be directed to [cstevens@govhrusa.com](mailto:cstevens@govhrusa.com) or [pdmytrenko@govhrusa.com](mailto:pdmytrenko@govhrusa.com). Interviews with the City of Blaine are anticipated for early January 2023. The City of Blaine, Minnesota is an Equal Opportunity Employer.

