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**CITY OF BLAINE, MINNESOTA
DEPUTY DIRECTOR OF PUBLIC WORKS**



EXECUTIVE RECRUITMENT





CITY OF BLAINE, MINNESOTA DEPUTY DIRECTOR OF PUBLIC WORKS

THE COMMUNITY

Blaine is a rapidly growing metropolitan community 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 75 miles of 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. 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 council members and a mayor. Two council members 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 M, a Capital Improvements Project (CIP) of \$20.3 million and has 232 FTEs.

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

DEPUTY DIRECTOR OF PUBLIC WORKS

The Deputy Director of Public Works will be responsible for planning, supervising, and maintaining daily operations for the divisions of Streets, Parks, Water, Sewer, and Stormwater. The Deputy Director reports to the Director of Public Works and works collaboratively with the City Engineer and other city departments. There are approximately 56 FTEs in the four divisions overseen by the Deputy PW Director, and the field staff are represented by a collective bargaining agreement.

Additionally, the Deputy Director is responsible for project management, budget, and capital planning of the four divisions.

THE PUBLIC WORKS DEPARTMENT

The Public Works Department includes the following divisions: The Public Works Department includes the following divisions: Asset Management, Fleet Services, Streets Maintenance, Parks Maintenance, Water, Sewer, and Stormwater.

The Public Works Department is responsible for 23 wells and four water treatment facilities, 32 lift stations and 150 miles of sanitary sewer. The Public Works Department is responsible for 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 Department is a separate department but works collaboratively with Public Works to coordinate the design and construction of public infrastructure and ensures that residential and industrial development meets city standards.

The full Public Works operating budget for 2023 is \$8.5 million. The water utility budget is \$20.1 million, the sewer utility budget is \$25.6 million, and the stormwater utility budget is \$6.4 million.

PUBLIC WORKS DEPARTMENT AT A GLANCE

7 DIVISIONS

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

55 FTEs

23 wells

3 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 2021 operating budget

\$8.5 million



EXPECTATIONS AND PROJECTS

The Deputy Director of Public Works will have the opportunity to work with Blaine leadership team on the following projects.

- Develop annual maintenance programs for the divisions and develop a five-year capital improvements plan (CIP).
- Review, assess and revise departmental standard operating procedures (SOP).
- Implement a new Computerized Maintenance Management System for the department.
- Develop performance metrics for the department and establish greater public transparency and accountability.
- Oversee the City's efforts to manage the impact of Emerald Ash Borer and other threats to the City's urban forest.
- Develop opportunities for succession planning and professional training and development for department staff.
- Support and strengthen the City's efforts to promote and sustain a culture of workplace safety and accountability.
- Demonstrate innovation in Public Works, identifying opportunities for improvement and efficiencies.



CANDIDATE REQUIREMENTS

- Bachelor's degree in public works administration, public administration, civil engineering, business administration, or closely related field. A master's degree or PE is a plus.
- Five years of experience in public works management, engineering, construction management, or infrastructure maintenance and operations.
- Five years of supervisory level experience in a similar type of organization or department.

THE IDEAL CANDIDATE WILL BE:

- A collaborative leader, able to form cooperative working relationships with a wide variety of internal and external stakeholders.
- Able to develop, mentor and coach staff.
- A skilled project manager, able to manage multiple and complex projects and budgets.
- An excellent communicator with strong written and verbal communications skills.
- Experienced in all areas of public works, with specific experience in water, wastewater, and/or stormwater management.
- 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.
- Committed to a culture of safety and accountability.
- Comfortable and experienced in using data and performance metrics.
- Experienced working with union labor agreements and employees.

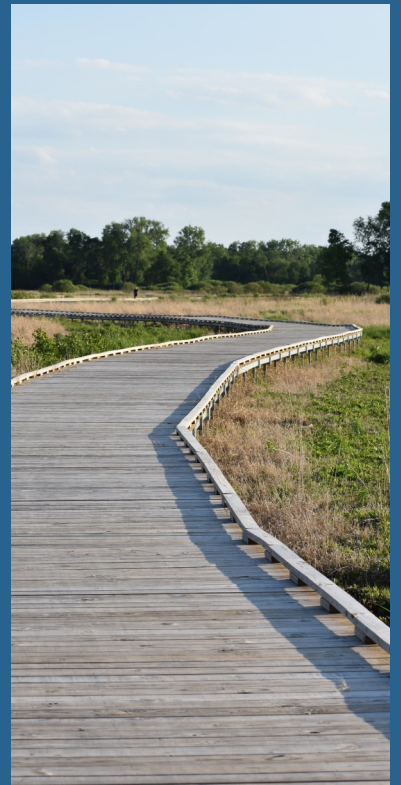


COMPENSATION AND BENEFITS

The expected hiring range for the position is \$120,550 to \$138,632 DOQ. The full compensation range for the position is \$120,550 to \$156,700. The City of Blaine provides an excellent benefits package.

HOW TO APPLY

Interested candidates should apply online by May 12, 2023 with resume, cover letter and contact information for five work-related references at www.govHRJobs.com to the attention of Charlene Stevens, Senior Vice President, GovHR USA, 630 Dundee Road, #225, Northbrook, IL 60062. Tel: (847)380-3240 Ext 124. The City of Blaine, Minnesota is an Equal Opportunity Employer.



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