



**WAITE PARK, MINNESOTA  
PUBLIC WORKS DIRECTOR**

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# WAITE PARK, MINNESOTA PUBLIC WORKS DIRECTOR



## THE COMMUNITY

[Waite Park](#) is a progressive, growing city located in [Stearns County](#), and the heart of the [St. Cloud](#) metropolitan area, about 70 miles northwest of the Twin Cities. While the city's population may be just over 8,300, it serves a daytime population of 25,000. The city serves as a regional [commercial and employment hub](#), anchored by major retail, service, and light industrial areas along key transportation corridors, including Interstate 94, Highway 23, and County State Aid Highway 75.

Waite Park combines a strong tax base and a high daytime population with established neighborhoods, diverse housing options, and an engaged, multicultural community. Residents and visitors enjoy a high quality of life supported by parks, trails, and signature amenities such as [Quarry Park and Nature Preserve](#), and the [Ledge Amphitheater](#). The city offers a full range of municipal services delivered by a collaborative, service-oriented city organization. With its regional impact, thoughtful growth, and deep commitment to community, Waite Park offers a dynamic and meaningful environment for public service.

## DEMOGRAPHICS/GENERAL INFORMATION

Population: 8,342

Square miles: 12.71

Resident demographics by race:

White or Caucasian: 58%

Black or African American: 26%

Hispanic or Latino: 10%

Asian, alone: 3%

Two or more races: 3%

Median home value (owner occupied): \$245,000

Median household income: \$ 56,884

## THE COMMUNITY (continued)

The city is known for its recreation with numerous parks and trails. [River Edge Park](#), a 42-acre park located along the Sauk River, has hosted several regional, state and national baseball tournaments and includes walking trails, pickleball courts and an outdoor fitness court. The city also boasts a connection to both the [Lake Wobegon and Glacial Lake state trails](#).

Waite Park is home to the 5,000-seat [“The Ledge Amphitheater”](#), a premier outdoor venue uniquely situated between two former granite quarries. With stunning natural views and convenient highway access, the amphitheater attracts national and regional musical, comedy, and theatrical performers—further strengthening Waite Park’s reputation as a vibrant regional destination.

[Quarry Park](#), a 600-acre county facility that attracts over 150,000 visitors annually, is located within Waite Park and is open year-round for swimming, hiking, snow shoeing, cross-country skiing and offers incredible views of the region from its observation tower. Quarry Park was also identified as a top 10 swimming hole in the country by [Travel Magazine](#). The granite industry is a rich part of [Waite Park’s history](#) and development, with two quarries still in operation today.

Waite Park is also served by the [Great River Regional Library](#) and [St. Cloud Area School District](#). With all the amenities of a larger city, Waite Park offers an outstanding quality of life for its residents, businesses, and visitors.





## THE ORGANIZATION

The City of Waite Park operates as a [Statutory Plan A](#) city. This is a weak-mayor form of government with five members elected at-large including the mayor and four council members. All members, including the mayor, have equal voting power and its governing authority is derived by the State Legislature. Under this form of government, the council appoints a city administrator who oversees the daily operations of the city. The mayor and council members are elected to four year terms.

The city's administrator and department directors are a long tenured and collaborative team. The city has 49 full-time regular employees, 5 part-time employees and 12 paid on-call fire fighters. The city is a full-service city with a \$14 million-dollar general fund budget, a water utility of \$2.3 million, sewer fund of \$2.3 million and capital projects of \$2 to \$3 million annually. The city collects a local option sales tax of approximately \$1.3 million annually.

## THE PUBLIC WORKS DIRECTOR POSITION

The Public Works Director serves as the senior leader of the Public Works Department, providing professional, administrative, and operational direction across a broad range of municipal services. Responsibilities include oversight of street and stormwater drainage maintenance, solid waste operations, snow and ice control, street lighting and signage, animal control, fleet and equipment maintenance, utilities, municipal buildings, recreation/parks, and grounds maintenance.

Under the direction of the City Administrator, the Director establishes departmental goals, policies, and priorities and ensures effective delivery of high-quality public services. The position provides leadership and supervision to a skilled workforce of 18 full-time employees and one part-time employee, fostering a culture of safety, accountability, and continuous improvement.



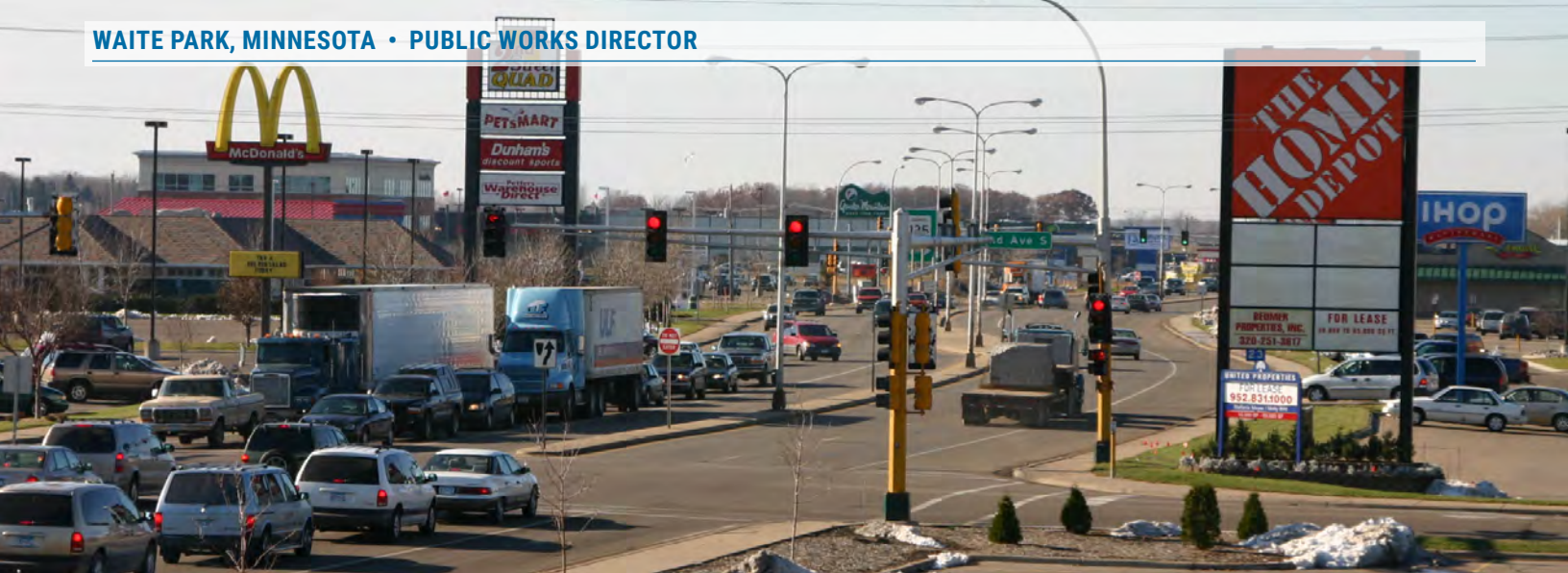
## EXPECTATIONS AND PRIORITIES

The next Public Works Director can expect to work with the leadership team and elected officials on a wide variety of projects and initiatives including but not limited to the following:

- Lead succession planning and workforce development to ensure long-term departmental stability.
- Oversee major capital projects, including Water Treatment Plant refurbishment and PFAS mitigation through 2033.
- Plan for future expansion of water services to support growth and system capacity.
- Continue phased implementation of the city-wide meter replacement program.
- Advance road, street, and park improvements through long-range planning and sustainable funding strategies.
- Pursue alternative funding sources to support infrastructure investments.
- Manage operations, maintenance, and staffing of expanding Public Works and City Hall/Public Safety facilities.

## CANDIDATE QUALIFICATIONS

- A bachelor's degree with special certifications to include:
  - Minnesota Department of Health Class B or higher Water certification or the ability to obtain within 3 years.
  - Minnesota Pollution Control Agency Class S-C or higher Wastewater certification or the ability to obtain within 3 years.
  - Possession of Class B or higher commercial driver's license with air brakes and tanker endorsement valid in the State of Minnesota.
- Extensive experience working in a supervisory role within a public works department.
- Availability to promptly respond with an approximate 30-minute response to major emergency situations involving the public works department and subject to call out 24 hours a day, 7 days a week.
- Waite Park will consider an equivalent combination of education and experience that allows an individual to perform the essential functions of the job.



## THE IDEAL CANDIDATE WILL BE

- Strategic and forward-thinking leader who sees the big picture while remaining operationally engaged
- Adaptable and responsive in a fast-moving municipal environment
- Vision-oriented and aligned with Council expectations and community priorities
- Forward-looking, with the ability to anticipate growth and evolving service demands
- Thoughtful decision-maker who balances immediate operational realities with long-term infrastructure planning
- Collaborative team builder and transparent, approachable communicator
- Adept at leading and financing complex capital improvement programs, with experience in bonding and debt management
- Decisive, solutions-oriented problem solver who guides the department with clarity and confidence

## COMPENSATION AND BENEFITS

The salary range is \$123,615 to \$165,950 DOQ/E. The City of Waite Park provides a comprehensive benefits package, including City contributions to a defined benefit plan (PERA), medical insurance, life insurance, sick and vacation accruals, long- and short-term disability, and tuition reimbursement. Voluntary benefits include dental, vision, supplemental life, and access to a 457 plan. Residency within the City is not required; however, the position requires the ability to respond on-site within approximately 30 minutes during significant public works emergencies and is subject to call-out 24 hours a day, 7 days a week.

## HOW TO APPLY

Applications are accepted through the end of the day on April 2, 2026. Interested candidates should apply online at [www.MGT.com](http://www.MGT.com) with resume, cover letter and contact information for five work-related references. Confidential inquiries may be directed to either Ellen Hiniker, Tel: (651) 338-0531, or Pam Dmytrenko, Tel. (612) 747-7714, MGT Approved Independent Executive Recruiters. Interviews with the City of Waite Park are expected to occur the end of April. The City of Waite Park, MN is an Equal Opportunity Employer.