



City of
Pasco

WASHINGTON

PUBLIC WORKS DIRECTOR

\$150,000 - \$204,568

Plus Excellent Benefits

Apply by

March 24, 2024

(First Review, Open Until Filled)

PROTHMAN



WHY APPLY?



Situated between the pristine and iconic Columbia and Snake Rivers in southeastern Washington, Pasco is a vibrant and growing community that enjoys 300 days of sunshine a year. The exceptional climate, combined with the area's inviting waterways, enables residents and visitors alike to enjoy a multitude of outdoor activities from water sports and golf to wine touring and outdoor theater.

The City is highly regarded in the community for its organizational integrity and for the quality of services provided. The organization is financially sound with a dedicated team of employees, and a supportive City Council.

THE COMMUNITY

Pasco is a thriving community of 82,000 that has seen tremendous growth in the past two decades, while maintaining its sense of community and focus on public safety. Aesthetic and recreational charisma surrounded by natural beauty makes this high desert community, which is rich in agriculture, a popular recreation destination. The City has put an emphasis on inclusion and enjoys a culturally diverse array of entertainment, food, arts, music, and community events.

Pasco has undergone a significant transformation as one of the fastest growing communities in Washington State between 2011-2016. As a result of its population growth, and growth in the Tri-Cities metropolitan area, the City has experienced significant growth in the City's retail and tourism industries.



Pasco, along with the neighboring cities of Richland and Kennewick, comprise the Tri-Cities metropolitan area with a population of over 308,000; the third largest, and fastest growing metro area in the state. While the three cities are close neighbors and coordinate on multiple municipal services, each has its own distinct character. Pasco is just a few hours' drive from the major urban centers of Seattle, Spokane, and Portland. The Tri-Cities Airport, located in Pasco, provides direct flights to Seattle, Denver, Salt Lake City, Las Vegas, Los Angeles, Chicago, Minneapolis, Phoenix, and San Francisco.

The Tri-Cities offers breathtaking parks, vibrant downtowns, upscale dining and retail, art galleries, antique shops, and a variety of entertainment venues. Residents and visitors enjoy endless recreational opportunities, including water sports, fishing, biking, hunting, skiing and more. Golf is one of the most popular sports enjoyed year-round with over ten premier courses. The massive Columbia River features many waterfront parks, trails, and easy river access.

The Tri-Cities is a sports minded community, providing many public athletic facilities and is home to two professional sports teams: Tri-City Dust Devils, a professional High A affiliate of the Los Angeles Angels, call Pasco's GESA Stadium home and the Tri-City Americans WHL Ice Hockey, are based in the neighboring city of Kennewick. Pasco has its share of fine sports venues in the mix, boasting an award-winning and state-of-the-art six-field softball complex and a world class, 15-field soccer facility.

The region is also home to over 160 wineries and is known as the "Heart of Washington Wine Country," producing some of the finest wines in the world.

THE CITY

Incorporated in 1891, the City of Pasco is a full-service city with 505 FTEs. The City has a 2023-2024 budget of \$535 million. The City Departments include Parks and Recreation, City Manager's Office, Community and Economic Development, Finance, Fire, IT, Municipal Court, Police, and Public Works.

Pasco operates under the Council-Manager form of government with the seven-member City Council each serving overlapping, four-year terms. Six Council members each represent a district, while one is elected at-large. The City Manager is responsible for the day-to-day administration of city business, implementation of Council policies and establishment of operating policies and processes.



THE DEPARTMENT

The Public Works Department is essential to managing and maintaining Pasco's public infrastructure. The department contains two divisions, including the [CIP Engineering Division](#) and the [Operations Division](#). The department oversees the planning, design, construction, and maintenance of the city's transportation network, utilities infrastructure, and capital facilities. Public Works provides water, stormwater, and sewer utilities, operating [two water filtration plants](#) and one [wastewater treatment plant](#), it also owns and operates the [Process Water Reuse Facility](#).

The Public Works Department operates on a 2024 budget of \$115.8 million with 107 FTEs.

THE POSITION

Under the general direction of the City Manager, the Public Works Director is a high-profile executive role in a rapidly growing city, responsible for leading the Public Works Department. This position requires frequent presentations to the City Council, regular communication with various external stakeholders, and engagement with the public. The Director oversees diverse operations including engineering, infrastructure development, and maintenance, ensuring alignment with City policies and strategic objectives. The Director will lead both an Engineering Team, as well as an Operations Team of approximately 90 staff, with 80 of those staff being comprised of labor positions in the International Union of Operation Engineers (IUOE).

Essential Functions Include:

- Lead and direct the Public Works Department, encompassing areas such as Capital Improvement Program, municipal water utilities, sanitary sewer, surface water management, transportation engineering, road construction and maintenance, and fleet services.
- Engage with external stakeholders including county, state, and federal officials, and represent the City on relevant boards and committees.
- Develop and execute long-term and short-term strategic plans, aligning departmental activities with City goals.
- Serve as the primary advisor to the City Council and City Manager on Public Works-related matters, presenting complex information in an accessible manner.
- Evaluate and implement innovative operational strategies to enhance service delivery/efficiency.
- Coordinate Public Works operations within the City, ensuring program standards and compliance with local, state, and federal regulations.
- Manage financial aspects of the department, including budget planning, resource allocation, and expenditure monitoring.
- Provide leadership and vision in the development and delivery of Public Works programs, policies, services, and projects, ensuring they are efficient and effective.
- Provide operational policy analysis and procedural guidance to department heads.
- Foster a collaborative work environment, maintaining effective relationships with other City departments, agencies, and community groups.



CURRENT PRIORITIES

- The expansion of the PWRF facility to include state of the art renewable natural gas capture system and algae filtration system.
- Making large investments into the Broadmoor area and providing future connectivity in the road 76 overpass along with upgrades to the Butterfield water plant that are required for serving a majority of residents.
- Water reuse processing facility modernization and expansion.
- Roads/Transportation capital improvement program.
- Support infrastructure development supporting 4,000 plus housing starts, as well as supporting Pasco's commercial development.
- Effectively manage City vehicles that include public safety fleet.



IDEAL CANDIDATE

Education and Experience:

- A bachelor's degree in business administration, public administration, engineering, or a related field.
- A minimum of seven (7) years of relevant managerial experience in a public works or similar setting.
- A valid Washington State driver's license.
- Advanced degrees or certifications in relevant fields are preferred.
- Registration as a Professional Engineer is advantageous.
- The ideal candidate will be excellent at presenting complex engineering concepts to a lay audience, provide excellent customer service to external clients, developers, contractors, and internal departments as they often serve in a project management capacity, and have the ability to manage multiple professions including engineers, and operators of water/sewer plants as well as operations professionals.

Necessary Knowledge, Skills, and Abilities:

- The ability to effectively work with a seven-person city council, and proactive communication that focuses on eliminating surprises.
- Skill as a visionary, and the ability to engage and develop a strong relationship with the surrounding community.
- Demonstrated leadership, communication, and interpersonal skills.
- Experience developing and guiding a strategic vision that will support growth and community needs.
- The ability to develop effective teams, and foster a positive workplace culture, so that accountability and innovative ideas are welcomed.
- Experience as a coach who can motivate, develop, and mentor staff, and recognize the strengths of each staff member.
- Proficiency in employing robust organizational design methodologies and effectively utilizes them.
- Strong written, oral, and presentation skills, including the ability to effectively communicate at the highest level, such as discussing key issues with local and state officials.
- Knowledge and experience as an executive leader in a government entity or possess the unique ability to learn and adapt quickly.



- Strong budget and finance knowledge and experience relating to operations and capital funds, and a good steward of public funds.
- Play a pivotal role in representing the organization in bargaining sessions, while also providing oversight and management of employees within a bargaining unit to ensure efficient and effective delivery of public services.
- Demonstrated capacity to conduct thorough reviews, adeptly inquire into pertinent matters, and exhibit decisiveness in making challenging decisions, when required.
- The ideal candidate will have a strategic mindset, able to develop a strategic vision, and successfully carry out that vision.

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

www.pasco-wa.gov

COMPENSATION & BENEFITS

- **\$150,000 - \$204,568 DOQ**
- Medical, dental and vision insurance at a low monthly premium, with one rate for employee and dependents.
- \$100,000 life insurance/AD&D.
- Supplemental life insurance/AD&D coverage available for employees and dependents for low premiums.
- 24 days' vacation.
- Generous sick leave accrual.
- 11 paid holidays per year.
- WA PERS.
- Mission Square deferred compensation plan (4% employer pre-tax contribution and Roth option available).
- Employee Assistance Program.
- Tuition assistance.
- Flexible Spending Plan (pre-tax deduction for medical/dental and childcare).
- HRA VEBA – 2% salary deferral.
- Guardian Long-Term Disability Insurance.
- Aflac Insurance.
- HomeStreet Bank – home ownership and refinancing assistance.
- Flexible schedule.
- Relocation assistance available.
- Discounted Lifetime Fitness gym membership.
- Vehicle allowance.

To view the City's detailed benefits provided, please view the attachment found [here](#).

The City of Pasco is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **March 24, 2024** (first review, open until filled). Applications, resumes, cover letters, and supplemental questions will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "**Open Recruitments**", select "**City of Pasco, WA – Public Works Director**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



www.prothman.com

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