



L A P I N E

O R E G O N

PUBLIC WORKS DIRECTOR

\$123,367 - \$138,855

Plus excellent benefits including Non-Oregon PERS Retirement.
City provides 6% of employee's salary and with an additional 3% available match.

Apply by

July 6, 2025

(First Review, Open Until Filled.)

***P*ROTHMAN**



THE COMMUNITY



Located in southern Deschutes County, the City of La Pine is Oregon's newest municipality, incorporated in 2006. With a population of approximately 3,126, the city has more than doubled in size since

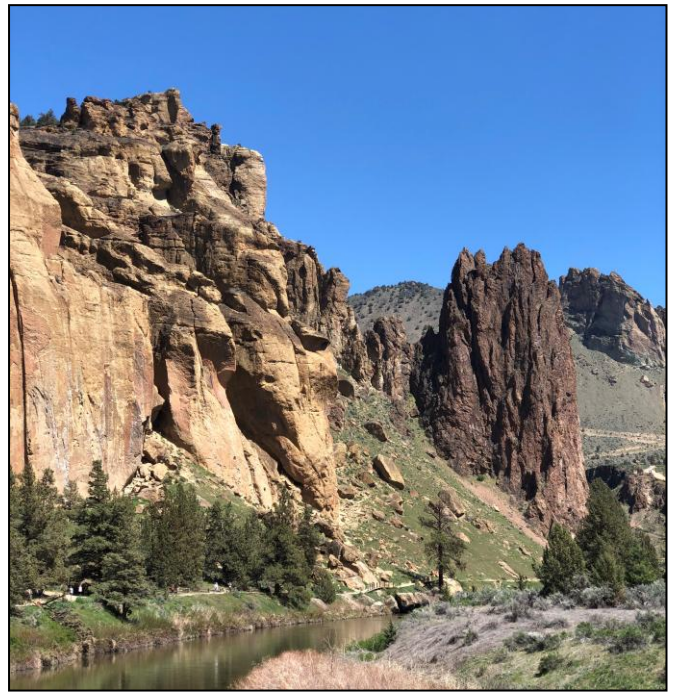
2007 and is now the fourth largest in the county. According to Portland State University, La Pine is the second fastest-growing city in Oregon, with an 8.2% growth rate between 2022 and 2023. Within a five-mile radius, the area serves over 15,000 people.

La Pine spans approximately seven square miles and sits at an elevation of 4,236 feet. Nestled along the Little Deschutes River and surrounded by the Deschutes National Forest, Newberry National Volcanic Monument, and the Cascade Lakes, La Pine offers direct access to year-round outdoor recreation. Residents and visitors enjoy world-class fishing, hunting, camping, hiking, mountaineering, and skiing at nearby Mt. Bachelor and Willamette Pass. The community was recently named one of the "14 Great Ski Towns You've Never Heard Of" by Realtor.com.

While La Pine continues to grow, it maintains its small-town character and welcoming spirit. The city supports a mix of residential, commercial, and industrial development, with major regional employers including Sunriver Resort, Mt. Bachelor, Bend-La Pine Public School District, Sunriver Brewing Company, Bi-Mart, and Midstate Electric Cooperative.

La Pine's is proud of its strong sense of community and vibrant local events and traditions. Annual celebrations such as the Fourth of July Frontier Days and Rodeo, the Rhubarb Festival, and the Holiday Trucker's Light Parade bring residents together and draw visitors from across Central Oregon.

The city's motto, "Passion is Our Nature," reflects the pride of its residents and the natural beauty of the region. These qualities often leave visitors feeling at home almost instantly. La Pine offers a unique blend of affordability, opportunity, and access to the outdoors, making it an exceptional place to live, work, and play.



THE CITY

The City of La Pine operates under a Council-Mayor form of government consisting of a Mayor, elected to a two-year term, and four Council members, elected to four-year terms. All positions are non-partisan and each Council member represents all residents within the defined city limits of La Pine. The Mayor and Council are served by an appointed City Manager who serves as the Chief Administrative Officer of the City and supports the administrative and operational departments.

The City's has a total of 14 FTEs and a projected FY24/25 budget of \$30,249,993 to fund services, operations, and projects of the City. The City provides sewer, water, public works, finance, planning, economic development, code enforcement, and urban renewal services.



THE DEPARTMENT & POSITION

Operating on a FY24/25 budget of \$13,853,015, the Public Works Department is staffed by 6 FTEs and organized into four divisions: Water, Sewer, Streets, and Cemetery. The department is responsible for maintaining and repairing the City's core infrastructure, including water distribution systems, wastewater collection and treatment, streets, cemetery, storm drains, sidewalks, streetlights, and related facilities and equipment.

Reporting to the Assistant City Manager and City Manager, the Public Works Director leads the administration, planning, and operations of the Public Works Department to ensure the delivery of essential infrastructure services that support public health, safety, and welfare. As a key member of the City's management team, the Director engages with elected officials, policy makers, and the community to address infrastructure needs and priorities.

The Director oversees departmental staff, providing guidance, performance evaluations, and recommending personnel actions. This position establishes goals, direct complex work, and implements policies that promote effectiveness, sustainability, and safety. The Director will be involved in budget planning, monitoring expenditures, identifying future capital projects, and ensuring regulatory compliance. The Director also represents the department before the City Council and the public, manages capital project delivery, responds to citizen concerns, and is available during emergency situations.

For a full job description, please view the attachment found [here](#).



OPPORTUNITIES & CHALLENGES

1. Deschutes County is the single largest property owner in La Pine. Much of this property will be available for private development with the guidance of a likely updated Master Plan the county may produce with the city. The new Director will play a significant role, along with the city's Community Development Director and various Deschutes County staff, in shaping this key planning document with its indelible effect on the future of La Pine.

2. The La Pine service area has a high-water table with shallow soil. The utility special purpose district, which preceded the city, installed a wastewater collection system that uses an on-site septic tank for each connection and transmits liquids through a series of 12 lift station pumps for treatment which is then followed by land application on selected crops. Septic tank solids are removed by the city on a 5-year cycle from each septic tank. This uncommon collection system design has certain aspects that the Public Works Director will be expected to become knowledgeable about and well versed with its operation. Future growth will need to be accommodated by this system and having a full understanding of its design principles and operating details will be needed.

3. The regional growth pattern of Central Oregon, and the Deschutes/Bend area particularly, is discovering La Pine as a quality community with more affordable housing and a growing workforce demand. Earning it the distinction of the 2nd fastest growing city in Oregon. Planning utility, street capacity and developing an effective Capital Improvement Plan (CIP) will be an important task for the new Public Works Director. This team effort will likely involve much of the city staff from the City Council and City Manager to each department of the city. A collaborative, transparent process for the CIP will likely yield results that users will understand and support. The Public Works Director is a key player in this process.

4. While the population of La Pine is around 3,100 people, the service area population is 15,000. For many of these people, La Pine is the nearest governmental center and a focal point of their sense of community. This brings some oversized requests with city staff often being asked to address issues outside the scope of the City of La Pine. Tact, diplomacy and compassion are values skills for the new Public Works director.



THE IDEAL CANDIDATE

The ideal candidate will be a demonstrated leader with a collaborative nature, able to effectively mentor others in leadership and management skills. Excellent communication skills will be essential, ensuring clear communication up and down the flat structure of the organization. This person will have demonstrated integrity and be a strong listener who listens before taking action.

The ideal candidate will be reliable, honest, and self-aware, acknowledging areas of growth and showing a readiness to learn. This person will be dedicated to the La Pine community and take ownership of issues, proactively initiating solutions, particularly when timing is critical.

The selected candidate will possess a solid ability to read engineering plans and interpret municipal code, have a general understanding of Federal and State grant reporting requirements, some familiarity with governmental accounting, and project management experience overseeing ground utility and street/sidewalk construction.



EDUCATION & EXPERIENCE

- A minimum of five (5) years of progressively responsible management experience in public works, utilities, or the construction field is required. An equivalent combination of training and experience will be considered.
- Candidates must possess, or obtain within six (6) months of hire, the following certifications:
 - Water Distribution – Level 2
 - Wastewater Collections – Level 2
 - Wastewater Treatment – Level 2
 - Cross Connection Control certification
- Five (5) years of supervisory experience with direct reports is preferred.
- A valid driver's license is required. A valid Class B Commercial Driver's License (CDL) is preferred.
- Experience in fleet management, cemetery operations, and snow removal operations is desired.

COMPENSATION & BENEFITS

➤ \$123,367 - \$138,855 DOQ

➤ La Pine is a Non-Oregon PERS City. Instead, the City currently provides eligible employees with a 457(b) Deferred Compensation Plan. Under this Plan, the City will contribute up to three (3) percent of an eligible employee's annual base salary. The City will also match each eligible employee's percentage contribution to the Plan up to a maximum of three (3) percent, for total potential maximum contribution by the City of up to six (6) percent of an eligible employee's base salary on an annual basis. This benefit is available after 1000 work hours.

➤ Health benefits include medical, dental, and vision insurance, life and disability insurance, AFLAC, and MASA Ambulance Service.

➤ City contributions to employee insurance premiums are currently set at \$1,800 per month. An HRA VEBA health reimbursement plan is available as well for employees who have a surplus of monthly city contribution after premiums have been paid.

➤ Paid time off accrues at the rate of 14 hours per month for the first five years of employment. These benefits are not earned until the final day of each work month and commence accrual once the introductory period has been completed. An employee is also granted twelve (12) paid holidays per year.

To learn more about the
City of La Pine and the
local community, please visit:

www.lapineoregon.gov

www.lapine.org

visitcentraloregon.com/cities/la-pine



The City of La Pine is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **July 6, 2025** (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 La Pine, 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 Prothman website as instructed on the form.



www.prothman.com

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