



**DEPUTY PUBLIC WORKS DIRECTOR**

**\$92,000 - \$126,853**

*Plus Excellent Benefits*

*Apply by*

**March 22, 2026**

*(First Review, Open Until Filled)*



## THE COMMUNITY



Nestled in the northern panhandle of Idaho, the City of Sandpoint is known for its magnificent lakes, stunning mountains, vast forests, and vibrant community. Sandpoint is just 63 minutes south of the Canadian border, 46 miles from Coeur D'Alene, Idaho, and 72 miles from Spokane, Washington.



This gem of an area is a wonderful place to live, work, and do business! Sandpoint offers breathtaking parks, eclectic downtown areas, upscale dining and retail, and a variety of entertainment venues. The City of Sandpoint has a population of 10,500 and is the county seat and largest city in Bonner County. The city is snuggled at the base of three mountain ranges which offers year-round outdoor recreation from hiking and biking to skiing and snowboarding. This charming city is located right on the banks of Lake Pend Oreille, the largest lake in Idaho at 43-miles long and is the fifth deepest lake in the United States.

The city is the largest city along lake Pend Oreille, which attracts a large number of tourists and seasonal residents. It is also home to some of the most innovative companies in the State of Idaho and thriving industries such as aerospace, biomedical, software development, food production and manufacturing.



The city is home to the Sandpoint Airport which is operated by Bonner County and has the second largest economic impact of all airports in the state, only trailing the Boise Airport. Sandpoint is home to Bonner General Hospital, a state-of-the-art library and offers high speed fiber broadband to businesses and residences. The diverse Historic Downtown District offers an abundance of locally owned businesses such as retail shopping and a variety of restaurants.

Just nine miles from Sandpoint, Schweitzer Mountain Resort is a renowned regional destination that offers 2,350 acres of skiable terrain. Both Schweitzer and Sandpoint attract tourists from across the nation for its unlimited recreational opportunities. During the winter months, Schweitzer offers both locals and visitors opportunities for skiing, snowboarding, and snowmobiling. During the fall, spring, and summer seasons, local activities include water sports, golf courses, bicycling, hunting, fishing, horseback riding, hiking, mountain biking, and wildlife viewing.



## THE CITY

Established as a city in 1907, the city of Sandpoint operates on a FY 2026 budget of \$49.9 million with approximately 98.5 FTEs. The City operates under a mayor-council form of government, with six council members; one of whom serves as the Council President. The City also has six officials who are appointed by the Mayor and affirmed by Council, including a City Administrator.

The City has six departments: Central Services, Community Planning & Development, Finance, Fire, Police, and Public Works. Central Services includes the City Clerk/Risk Management/Special Events, Grants, Contracts and Procurement, Human Resources, and Information Technology. Central Services also manages a communication site property owned by the City and fiber-related contracts and leases with ISPs.



The Community Planning & Development department (CPD) supports private development through Building and Planning divisions, including long-range and short-term planning, permit processing, code interpretations, fire prevention support services, and land use regulations. Additionally, CPD includes the Parks & Recreation division, which manages and operates all City parks, open spaces, trails, buildings and grounds, as well as recreation programming and operation and management of a sports facility. The City's Fire and Police departments provide the City's public safety services, including fire code inspections within Fire and parking enforcement and other code enforcement duties within the Police department. Public Works manages and supports all aspects of public infrastructure and public development, including utilities, transportation systems, capital improvement planning and delivery, and engineering services.

Like many mountain communities, Sandpoint's infrastructure must perform reliably in all seasons, under highly variable weather conditions, and with limited redundancy.



## THE DEPARTMENT

The Public Works Department is the backbone of Sandpoint's infrastructure, responsible for planning, operating, maintaining, and rebuilding the systems that support daily life and long-term community resilience. The Department includes Water Treatment, Wastewater Treatment, Sewer Collections, Water Distribution, Streets/Roads, Stormwater, Solid Waste (contract with Waste Management), Municipal Fiber, and Engineering Services (which currently contracts Engineering services).

The City operates a municipal drinking water system serving Sandpoint and portions of neighboring communities including cities of Ponderay and Kootenai as well as unincorporated Bonner County. Through wholesale agreements, the system also serves the City of Dover and other unincorporated areas. Sandpoint owns and operates two water treatment plants: 1) Lake Plant is a Class IV surface water plant which draws from Lake Pend Oreille and serves as the primary plant; and 2) Sand Creek Plant which draws from Little Sand Creek and is in the City-owned watershed. The City owns approximately 3,921 acres (53%) of the 7,413 acres of the Little Sand Creek Watershed, making watershed protection and management a core municipal responsibility. Sandpoint also owns and operates a Wastewater Treatment Plant (WWTP) originally constructed in 1956, with major upgrades in the 1980s and 2008. The plant treats average daily flows of 1.8 MGD, with extreme inflow and infiltration (I/I) during rain-on-snow events, where wet-weather flows can approach up to ten times average daily volume. In November, Sandpoint voters overwhelmingly approved a \$130 million bond to fully rebuild this facility. The transportation system includes approximately 102 lane miles of streets, 50 miles of sidewalks, 10 miles of shared pathways, 25 miles of on-street bicycling routes, and 800 ADA ramps.



**THE POSITION**

Reporting to the Public Works Director, the Deputy Public Works Director performs professional civil engineering work associated with City infrastructure and assist in the planning, direction, management, and coordination of all departmental activities, spanning water/wastewater systems, streets, stormwater, fleet, and fiber. This role also provides essential professional engineering support, project management, budgeting, and capital improvements oversight. The Deputy Director exercises substantial independent judgment and may serve as Director in the Director’s absence.

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



**OPPORTUNITIES & PRIORITIES**

1. The Deputy Public Works Director will help navigate strong residential, commercial, and industrial growth pressures across Sandpoint and the surrounding region, while supporting a generational wastewater system replacement already underway and planning for future water treatment upgrades. This role will also help address an aging water distribution system that will require prioritization and long-term reinvestment.

2. As the City approaches an MS4 population threshold, the Deputy Public Works Director will support proactive planning already underway through a Stormwater Master Plan update and the creation of a Stormwater Utility, positioning the organization for its first era of MS4 compliance.



3. The position will help address long-standing stormwater challenges driven by topography, soils, and water quality sensitivity, alongside a transportation system in need of reinvestment. This includes active pursuit of voter-supported funding mechanisms such as a Local Option Tax, as well as close coordination with the Idaho Transportation Department along a state highway corridor running through the heart of the community to balance regional mobility with safety, walkability, and economic vitality.

4. The Deputy Public Works Director will serve as a key leader in delivering a voter-approved \$130 million wastewater treatment plant replacement, from design and permitting through construction and commissioning. In addition to addressing aging infrastructure, this effort will tackle extreme seasonal inflow and infiltration, where wet-weather flows can exceed ten times average daily flow, requiring collection system improvements and strategic investment.

5. The role will help lead the City into its first era of MS4 compliance and support the establishment of a Stormwater Utility to protect water quality in Lake Pend Oreille and local streams. This includes assisting in managing the 3,921-acre Little Sand Creek Watershed while balancing source water protection with public access and recreation goals.

6. The Deputy Public Works Director will lead efforts to address a street maintenance backlog nearly double the national average through prioritization, funding strategies, and delivery of capital improvements. This work includes overseeing infrastructure construction and maintenance in Sandpoint's clayey, moisture-sensitive soils with high groundwater, requiring innovative and durable engineering solutions.

7. The position will ensure that residential, commercial, and industrial growth does not outpace infrastructure capacity, overseeing development review coordination and ensuring that impacts are mitigated so that growth continues to pay for growth.



## IDEAL CANDIDATE PROFILE

Sandpoint is at a critical inflection point, moving from a period of maintenance to reinvestment and modernization. The City is seeking a Deputy Public Works Director to serve as the department's Chief Operating Officer and the lead responsible for turning a generational \$130M wastewater treatment plant reconstruction into a reality. Reporting directly to the Public Works Director, the Deputy Director provides strategic depth and technical oversight across all divisions. While the Director manages high-level policy, council relations, and community vision, the Deputy Director focuses inward, ensuring engineering integrity, administrative consistency, and the successful delivery of complex capital projects. This role is designed for a leader who excels at operationalizing vision and providing long-term organizational continuity.

The ideal candidate will be a collaborative team player who works effectively both internally and externally and serves as a clear, effective communicator with elected officials, staff, regulators, and the community. Strong listening skills and the ability to tailor messages to diverse audiences are essential. The role calls for an approachable leader who balances empathy with accountability, prioritizes staff development, delegation, and team building, and brings broad technical knowledge of municipal operations, including utilities, capital projects, development impacts, and regulatory compliance. The successful candidate will be a strategic thinker who understands the long-term infrastructure, policy, and financial implications of municipal decisions, excels at translating high-level goals into executable work plans, schedules, and teams, and is comfortable working directly with regulatory agencies. This leader values outreach and can engage constructively with the community, even on complex or unpopular issues, viewing tenfold I/I flows, clayey silt soils with high groundwater, watershed stewardship, and MS4 compliance not as obstacles, but as the kind of work that defines a professional mission.



**EDUCATION & EXPERIENCE****Required Qualifications:**

- A bachelor's degree from an accredited four-year college or university with major coursework in engineering,
- Seven (7) years' experience in engineering and public works administration, including supervisory experience; or an equivalent combination of education, training, and experience which provides the knowledge and abilities necessary to perform the work.
- Licensed as a Professional Engineer (P.E.) in the State of Idaho (Desired)
- Valid, current Idaho driver's license (Required)

**Desired Qualifications:**

- A master's degree in civil engineering, public administration, or a related field.
- Certification in Project Management.
- Experience in small to mid-sized municipal government operations.

**For more information on the City of Sandpoint and the local community, please visit:**

**[www.sandpointidaho.gov](http://www.sandpointidaho.gov)**

**[www.sandpointchamber.org](http://www.sandpointchamber.org)**

**[www.visitsandpoint.com](http://www.visitsandpoint.com)**

**COMPENSATION & BENEFITS**

- **\$92,000 - \$126,853 DOQ**
- **Medical Insurance:** Three Blue Cross of Idaho plans (Traditional, Buy-Up, and HSA). City pays 100% of employee-only premium for select plans.
- **Dental Insurance:** Delta Dental of Idaho; City pays 100% of employee-only premium.
- **Vision Insurance:** Voluntary coverage through LifeMap/VSP; employee-paid.
- **Life Insurance:** City-paid basic term life equal to annual salary + \$2,000 (up to \$100,000), with dependent coverage included.
- **Supplemental Insurance:** Optional AFLAC and voluntary supplemental life insurance (employee-paid).
- **Employee Assistance Program (EAP):** Confidential counseling, work/life, legal, and financial resources for employees and household members.
- **COBRA Continuation:** Medical, dental, and vision continuation available upon separation (employee-paid).
- **Public Employee Retirement System of Idaho (PERSI):** Defined benefit pension plan with vesting after five years.
- **PERSI Choice 401(k):** Voluntary tax-deferred supplemental retirement plan (no City match).
- **457(b) Deferred Compensation Plan:** Voluntary retirement savings with penalty-free withdrawals upon separation or retirement.
- **Paid Time Off (PTO):** Accrual from 21 to 33 days per year based on length of service; annual carryover and PTO buy-back program available.
- **Paid Holidays:** 11 paid holidays.
- **Additional Leave:** Bereavement, FMLA, maternity, emergency, jury duty, and military leave.
- **Life Flight Network Membership.**
- **Flexible Spending Accounts:** Health Care and Dependent Care FSAs.
- **City-Owned Housing:** Potential housing available for lease, subject to availability.

The City of Sandpoint is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **March 22, 2026** (first review, open until filled) . Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **[www.prothman.com](http://www.prothman.com)** and click on "Open Recruitments", select "**City of Sandpoint, ID – Deputy Public Works Director**" and click "**Apply Online**," or click [here](#). Resumes, cover letters, and supplemental questions can be uploaded once you have logged in. Cover page top middle photo by Eric Skinner.

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**[www.prothman.com](http://www.prothman.com)**

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