



The City of Yorba Linda,
California is recruiting for a

DIRECTOR OF PUBLIC WORKS/ CITY ENGINEER



Yorba Linda is an equal opportunity employer.

The Community

The City of Yorba Linda has recently celebrated its 50th Anniversary of excellent public service since its incorporation in 1967. The City has achieved a reputation for providing the highest quality public services for the lowest possible cost for its 68,000 residents. Today, the City and its government are model institutions – and the envy of Orange County.

Situated in the Southern California coastal region, the City of Yorba Linda is located 25 miles southeast of Los Angeles and 95 miles north of San Diego. It is bordered by the City of Anaheim to the south, Placentia to the west and Brea to the north, and by unincorporated portions of Orange County. Yorba Linda is eight miles from Anaheim Stadium (home of the Angels), ten miles from Disneyland, and 12 miles from Knott's Berry Farm. The San Bernardino and San Gabriel Mountains are a one-hour drive, providing countless opportunities for skiing, hiking, fishing, and camping.

Yorba Linda's appeal to residents is due, in large part, to its landscaping and extensive trail system. There are some 100 miles of equestrian, biking and walking trails in the City. The love of horses and the City's commitment to equestrian activities help set Yorba Linda apart from other communities. In addition to the well-maintained trails, the City also has three state-of-the-art equestrian arenas. The nearby Chino Hills State Park also affords residents the opportunity to ride in unspoiled wilderness.

The jewel in Yorba Linda's crown is the Richard M. Nixon Presidential Library and Birthplace of America's 37th President.



Public Infrastructure

The City Organization

Yorba Linda is a general law city and is governed by a five-member City Council with each Council member serving a four-year term.

Council members are elected at-large, on a non-partisan basis, with the City Council selecting one of its members to serve as Mayor. The City Council hires the City Manager who is responsible for managing the day-to-day City operations. City elections take place in November of even numbered years. The next City Election will be held in November 2020.

The City provides a wide range of municipal services to its residents either directly or by contract with private vendors or other government agencies. These services include roadway maintenance and repair, landscape and trail maintenance, a municipal golf course, community planning, building services (plan checks, permits and inspections), code enforcement, civil engineering, storm drain and sewer maintenance, weed abatement, business licensing, park maintenance, recreation and leisure activities, emergency preparedness and library services. The City contracts with the Orange County Sheriff's Department for law enforcement services, and fire protection is provided by the Orange County Fire Authority (residents pay for fire protection through their property taxes). Waste and recycling services and street sweeping are handled by a contract with Republic Services.

The City currently has a staff of 107 full-time employees, eleven 30-hour and up to 100 part-time employees with a budget for Fiscal Year (FY) 2018-19 of \$78 million. FY 2019-2020 and 2020-21 two-year budget preparation will commence this March/April 2019.



Town Center Complex Development

The Position

The Public Works Director/City Engineer is the administrative head of the Public Works Department, reporting to City Manager Mark Pulone. This position is responsible for managing six divisions: Administration, Project Development, Traffic and Transportation, NPDES, Infrastructure Maintenance, and Assessment Districts. For FY 2018-19, the Department has an operating budget of \$13.6 million (\$18.3 million including Capital Improvement Projects) with a staff of 23 full-time employees. The Public Works Director/City Engineer also serves as the staff liaison to the five-member Traffic Commission, which is appointed by the City Council to assess traffic-related issues in the community and recommend solutions.

This position requires public works and engineering technical competence and the ability to supervise the work of others. The position involves frequent public contact and interaction with other City departments and divisions, public agencies, private organizations and individuals.

The Ideal Candidate

The ideal candidate will have a thorough knowledge of the practices of civil engineering, infrastructure maintenance, traffic and transportation management, project development, and project management. The candidate must also demonstrate the ability to interpret state and federal laws and city ordinances relating to the development and maintenance of public improvements. Some assessment district experience is preferred.

All candidates are expected to be able to communicate effectively, both orally and in writing, and possess superior experience in making verbal reports at public meetings.

Current Projects

- Construction of the Public Library and Cultural Arts Center (\$38 M)
- Town Center development (\$3.5M)
- Yorba Linda Boulevard Widening (\$2M)
- Yorba Linda Boulevard Bridge and Savi Ranch Widening (\$23M)
- Bastanchury Road Widening (\$2.5M)
- Multiple Traffic Signal Installations
- Multiple Landscaping Improvements

Duties & Responsibilities

The Public Works Director/City Engineer is expected to have both technical and managerial competence in all facets of the department's operations and capital project delivery. The Director's specific duties and responsibilities include:

- Develop the Department's goals, objectives, policies, priorities, major plans and budgets. Administer and implement the approved Seven-Year Capital Improvement Program.
- Develop and monitor standards and service levels; allocate staff and resources according to priorities.
- Administer contracts and manage consulting activities.
- Prepare agenda items for the City Council, Traffic Commission, and other Boards regarding capital project development, traffic and transportation issues, private development entitlements, infrastructure maintenance, etc. Attend all meetings of the Traffic Commission and City Council, and other meetings as necessary. Act as technical advisor at such meetings.
- Direct, coordinate, review and participate in the work of professional and technical employees and consultants in data collection, analysis, and implementation of a wide variety of capital projects and private developments.
- Participate with various intergovernmental organizations to represent the City's interests in regional matters and establish effective working relationships with other public service providers in the community.
- Supervise and train staff; perform performance evaluations; review performance evaluations prepared by mid-management level staff; recommend personnel actions relating to subordinate staff.
- Monitor and evaluate the efficiency and effectiveness of service delivery methods and procedures; recommend appropriate service and staffing levels.
- Develop and administer the budget for the Department of Public Works.

To Apply

Resumes submitted must clearly show that the candidate has the ability to establish and maintain effective working relationships with City officials, subordinates, other governmental agencies, the development community, citizens and the general public.

The City Manager also desires a Public Works Director/City Engineer who thrives in a team environment, who actively solicits opposing points of view, who can effectively manage many complex tasks at once, and who is committed to providing excellent customer service.

Candidates must have a bachelor's degree from an accredited college or university in civil engineering or related field and must possess registration as a professional Civil Engineer from the State of California. A master's degree is highly desirable. Apply via NEOGOV on the City's website, yorbalindaca.gov or send a current resume and five work-related references to:

Mark Aalders, Assistant to the City Manager
City of Yorba Linda
4845 Casa Loma Avenue
Yorba Linda, CA 92886

Any questions should be directed to Mark Aalders at 714-961-7106 or by email at maalders@yorbalindaca.gov. Resumes must be received or posted no later than 5:30pm, Friday, April 12, 2019. Interviews are anticipated to be held the week of April 29.



Public Library & Cultural Arts Center Rendering

Compensation

The City of Yorba Linda believes its management compensation package reflects the "world class" nature of both the organization and the community. The City operates on a "9/80" work schedule and offers the following competitive salary and benefits:

Salary: The annual salary range for the Public Works Director/City Engineer is \$160,308-\$194,856. The actual starting salary will be at the discretion of the City Manager based on qualifications.

Retirement: PERS 2% at 55 formula with the employee making a 7% contribution for Classic Members. City also has a Employer Paid Member Contribution of 7%. New PERS enrollees are subject to the California Public Employees Pension Reform Act. The City of Yorba Linda does not participate in Social Security.

Auto Allowance: \$533 per month.

Cell Phone Allowance: Up to \$75 per month

Health Insurance: The City provides \$1,508.40 per month to purchase health insurance through the CalPERS Health Benefits program and contributes \$167.60 per month towards an employee's Retirement Health Savings account. Any unused funds may be cashed out or contributed toward a deferred compensation plan.

Dental & Vision Insurance: Fully paid indemnity plan for dental and vision insurance.

Life Insurance: Fully paid life insurance policy equal to annual salary. Additional life insurance may be purchased with the employee paying for the premium.

Disability Insurance: Fully paid short-term and long-term disability insurance policies.

Flexible Spending Account: Employees may contribute to a Section 125 Flexible Spending Account on a voluntary basis.

Deferred Compensation: Employees may contribute to a deferred compensation plan on a voluntary basis (ICMA-RC).