



COUNTY OF YOLO INVITES APPLICATIONS FOR

Director ~ Public Works Division





The County

Yolo County, California, with a population of just over 220,000, is a naturally beautiful and richly diverse county. It is one of the leading agricultural producers in the nation with 661,000 acres that are used primarily for farming and ranching. The Capay Valley is one of the leaders in the nation for organic farming.

An abundance of academic and cultural resources are located within the County, such as the University of California, Davis with 35,000 acres and the Mondavi Center for the Performing Arts, a world-class performance center and concert hall. Recreational activities include whitewater rafting and kayaking along Cache Creek, bicycling on scenic country roads and bike paths, and fishing and water-skiing along the Sacramento River. The Sacramento Rivercats baseball team is located in West Sacramento and the nearby Golden One Center is home to the Sacramento Kings basketball team.

The County seat is located in Woodland, which is just 20 miles northwest of the State Capitol of Sacramento. Its proximity to the Sacramento International Airport and two major highways places Yolo County within a major transportation hub, as well as within two hours driving distance to the San Francisco Bay Area, Napa-Sonoma wine region, and the pristine mountains and ski resorts of Lake Tahoe and the Sierra Nevada.

Yolo County is one of California's original counties. The county seat is located in Woodland, which is just 20 miles northwest of the State Capitol of Sacramento. The county is governed by an elected Board of Supervisors consisting of five members, and is organized into functional areas including General Government; Community Services; Law and Justice System; Health and Human Services; and Capitol Projects.

The County has a recommended budget of \$667,609,455 for fiscal year 2022-23 and more than 1,800 funded full-time equivalent positions. The 2020-2025 Strategic Plan guides the governance of Yolo County and includes the following five key goals:

- ◆ Thriving Residents
- ◆ Safe Communities
- ◆ Sustainable Environment
- ◆ Flourishing Agriculture
- ◆ Robust Economy

The Yolo County Board of Supervisors will use the Strategic Plan to align goals and actions, set policies, and prioritize funding and resources.

The Department

The Community Services Department is responsible for the oversight of land use planning and development, building permitting and inspection, code enforcement, floodplain management, consumer and environmental protection, natural resources management, hazardous materials and waste inspection, and emergency response, integrated waste management, hazardous waste disposal and recycling services, engineering services, including construction and maintenance of roads and bridges, County fleet services, cannabis regulatory compliance, inspection and enforcement, and county service area operations and management.

Public Works is a division of the Community Services Department. The mission of Public Works is to maintain and improve the county road system and ensure cost efficient use and proper maintenance of all fleet vehicles. Public Works delivers high quality services to the residents, businesses, and other County of Yolo departments and supports the Yolo County Strategic Plan Goals of Safe Communities. Public Works is responsible for the operation, maintenance, and improvement of 752 miles of roads and 147 bridges. The county road network carries a combination of agricultural equipment, food-to-market and aggregate materials trucking, intercity commute traffic, local traffic and recreational travelers. In the past five years, engineering implemented a capital improvement plan of over \$30 million dollars with grant recovery of over 95% from state and federal funds. Public Works has a strong history of compliance with federal and state requirements for delivery of transportation projects and consistently has no adverse findings through multiple audits. Fleet Services ensures all County vehicles are properly reported, managed and maintained, and works to reduce costs and environmental impact. Imminent changes to Fleet staff are expected to bring more vehicle services in-house. Click [here](#) for more information about Community Services and the Public Works Division.

The mission of Community Services is to provide road maintenance, land use planning, building inspections, code enforcement, consumer and environmental protection, natural resources management, hazardous materials and hazardous waste inspection and emergency response, integrated waste management, and fleet services through excellent customer service and responsible financial management.



The Position

The Director of the Public Works Division plans, directs, manages and oversees the activities, projects and operations of the division including, but not limited to road and bridge maintenance and construction, engineering, traffic engineering, capital improvements, drainage studies, surveying, and fleet services; coordinates assigned activities with other county departments and outside agencies; and provides highly responsible and complex administrative support to the Director of Community Services. The incumbent in this position will oversee approximately forty employees throughout the division.

This is an at will class that reports to and serves at the pleasure of the Director of Community Services. This position is a member of the Department of Community Services leadership team, which includes Planning Services, Building Services, Integrated Waste Management and Environmental Health Services. This team works together to support one another and recognize the importance of work-life balance. The leadership team is committed to the County's values of fostering a healthy, supportive and professional environment, recognizing the strengths of each individual; and celebrating Yolo County as a great place to live and work.

The ideal candidate for this position will have strong leadership skills and proven management capabilities to effectively oversee and guide the Public Works Division to achieve established goals. This leader will be a good communicator with exceptional relationship building skills who promotes open communication, inclusiveness, and teamwork within the Division, the Department and the County, as well as with community stakeholders, by creating a positive environment of trust and mutual respect. They will be a honest, professional, and ethical leader that is willing to make decisions for the greater good of the County and the community, while ensuring compliance with federal and state regulations.

Finally, the ideal candidate will satisfy the minimum qualifications outlined below.

Education: Any combination of experience and education equivalent to graduation from an accredited four-year college or university in a relevant field.

Experience: Extensive professional and administrative experience in a public works, engineering, or transportation field that reflects attainment of the required knowledge and abilities listed below.

Licenses: Possession of a valid license of registration as a civil engineer issued by the California State Board for Professional Engineers, Land Surveyors, and Geologists.

ESSENTIAL FUNCTIONS

Duties may include, but are not limited to, the following:

- Confers with the Director regarding policy and assists in establishing and implementing division goals and policies; plans, organizes, and directs assigned division activities; and establishes and monitors division priorities.
- Oversees division activities to ensure compliance with established regulations, standards, and program goals; prepares, presents reports, and represents the division before community groups, boards, and public agencies.
- Directs complex studies relative to research, analysis, and formulation of plans and programs for the development of structural, information, administrative, economic, and environmental resources; may be responsible for review of those plans or alternatives for policy implementation and conformance to approved policy goals.

The Compensation Package

The County of Yolo offers a competitive total compensation package. **The salary range for this position is \$135,213 —\$164,352. This salary range is currently under review.** Salary placement will be made based on the qualifications of the selected candidate. In addition, the benefits provided by the County include the following:

Retirement: CalPERS 2.5% @ 55 for classic members; employees contribute 8% of salary toward retirement (New members: 2% @ 62; employees currently contribute 6.75% of salary toward retirement). Employees also pay one percent of the County's portion of the CalPERS retirement contribution. The County participates in Social Security and Medicare programs.

Health Benefits: The County offers ten health plans (8 HMO's and 2 PPO's). Each employee currently receives a benefit package of \$1,822.08 monthly to purchase health, dental, and vision insurance. The County requires all employees to enroll in both the dental and vision plan.

Life Insurance: The County provides a \$50,000 Life and AD&D Policy

Deferred Compensation: The County provides a \$250 match each calendar year when a Department Head defers \$250

Sick Leave: 96 hours per fiscal year

Vacation Leave: 80 hours per fiscal year; 104 hours after 5 years of employment

Administrative Leave: 40 hours per fiscal year

Floating Holidays: 44 hours per fiscal year

Holidays: 10 holidays per year

County Disability Insurance: Eligible for short-term disability benefit at 75% of salary

Employee Assistance Program: Confidential counseling program with up to 6 visits per incident per calendar year.



How to Apply

This recruitment will be open on a continuous basis until the position is filled. *To receive first consideration, please submit your resume by **Thursday, November 10th**.* To apply for this exciting career opportunity, please submit a letter of interest and a detailed resume to:

Jenny Brown, Senior Personnel Analyst
Yolo County Human Resources
625 Court Street, Room 101
Woodland, CA 95695
OR

Send via email to jenny.brown@yolocounty.org

Following the filing deadline, resumes will be screened according to the qualifications outlined in the brochure. Candidates with the most relevant qualifications will be contacted for additional discussion and screening. The first round of Interviews is tentatively scheduled to occur in November 2022. References will be required for candidates who advance in the selection process.

Questions:

If you have any questions about the process or wish to recommend a colleague, please do not hesitate to contact Jenny Brown at (530) 666-8328.

Candidates are also welcome to contact the Chief Assistant Director of Community Services, Leslie Lindbo, with any questions about the position. Leslie may be contacted via email at Leslie.Lindbo@yolocounty.org or by phone at (530) 666-8646.

Yolo County, a place where YOU belong!

The average person spends one third of their life at work. Why not spend that time in an environment where you are seen for who you are, celebrated for the diversity you bring, and valued for your potential to contribute to an innovative and dynamic workforce? Yolo County is committed to creating and sustaining an inclusive and equitable workplace which supports and values our diverse community.



The County of Yolo is an Equal Opportunity and ADA Compliant Employer