



Public Works Director



## The Community

The City of Stayton (pop 8,176, 3.18 sq. miles) is in Marion County in the Willamette Valley. Stayton is located 14 miles southeast of the state capital, Salem, on Oregon Route 22. It is south of Sublimity and east of Aumsville. Located on the North Santiam River, Stayton is a regional agricultural and light manufacturing center. Established in 1872, it was incorporated in 1891.

Stayton was founded by Drury Smith Stayton who purchased the town site in 1866 and built a carding mill and sawmill on a watercourse of the North Santiam River. In 1872, he platted the town site, and that same year the community received a post office. A ferry crossing on the Santiam River operated from 1876 until a bridge was constructed in 1888. By 1880, a laundry had been established by Kee Sing and Tom. The first newspaper, *The Stayton Sun*, was published in 1889 by T. H. McGill.

Stayton serves as both an industrial and employment center, with robust manufacturing in its industrial park area, its own community hospital, and the local school system being major employers. The community has over 3,100 households with a split of about 60% homeowners and 40% renters. The community has a median household income of about \$66,000.



Stayton experiences a temperate climate that is usually described as oceanic with mild, damp winters and relatively dry, warm summers, like most of the Pacific Northwest.

Summers in Stayton are warm and relatively sunny but can, on occasion, be wet. The warmest month is August with a daytime average of 80.8°F (27.1°C) and an average low of 51°F (10.6°C). Because of its inland location, Stayton can experience heat waves, in July and August particularly, with air temperatures sometimes rising over 90°F (32°C). Winters are described as somewhat mild and very wet. Cold snaps can occur and last for several days, and snowfall occurs a few times throughout the winter season; the city has been known to see major snow and ice storms. Spring can bring rather unpredictable weather, resulting from brief warm spells to thunderstorms rolling off the Cascade Range. The lowest temperature ever recorded in Stayton was -7°F (-22°C) on December 8, 1972.

## City Government

Stayton is a home rule charter community that was incorporated in 1891. The City of Stayton is governed by a Mayor and a 5-member City Council and is a Council/Manager form of government.

The City maintains a \$35.9 million annual budget with a \$8.8 million general fund. The City is a full-service community offering the following services: Police, Administration, Community and Economic Development, Public Works, Library, Pool, and Parks. The City operates three utilities, wastewater, water and stormwater. The City's water has been voted the best tasting surface water in Oregon for five years. The City has received nine straight GFOA Distinguished Budget Awards, and has received ICMA Certificate of Achievement in Performance Management.

The Library is the “Crown Jewel” of the community and the covered Pool operates year-round. The City of Stayton owns and maintains pedestrian trails, mini-parks, neighborhood parks, community parks, and natural open spaces. The City maintains 13.7 acres of neighborhood parks, 2.4 acres of community parks, 2.1 acres of mini-parks, and 119.75 acres of open space parks.

## The Public Works Department

The department is currently a 17.48 FTE department, comprised of the Director who oversees Public Works Administration (4.8 FTE including the Director), Operations (6.34 FTE), and Wastewater (6.34 FTE). The department oversees the City’s water, sanitary sewer, streets, and storm drainage systems. Additionally, Public Works is responsible for water quality and detention facilities, City parks, and rental of facilities.

The Public Works Director is responsible for planning, organizing, and implementing public works projects and services within the community. This position encompasses managing infrastructure projects, maintenance operations, and various programs, including streets, water, wastewater, stormwater, parks, and public amenities. The Public Works Director ensures safe, reliable, and efficient public facilities and services while maintaining compliance with local, state, and federal regulations. The Public Works Director must be an excellent leader, communicator and collaborator.



The Public Works Director is a member of the City’s management team and works closely with the City Manager and other department heads.

The position requires a four-year degree in Civil Engineering, Public Administration, or a closely related field and a minimum of seven (7) years of experience in public works, civil engineering, or a related field, including at least three (3) years in a leadership / managerial role. An equivalent combination of work experience and training in either public or private sector that will demonstrate the required knowledge and abilities for the position. A Master’s degree and/or Professional Engineer (PE) is desirable but not required.

## The Ideal Candidate

The ideal candidate will have a solid technical foundation in engineering, construction, and maintenance principles, and experience managing large and complex projects. They will know how to effectively communicate with different audiences and be committed

to helping people understand the processes and how to successfully navigate them while maintaining high standards to ensure the assets of the community are protected. The candidate will have strong leadership and strategic planning abilities. They will have excellent communication skills to foster collaboration, leadership and trust and for presenting technical information to diverse audiences. They will be seen as a resource to whomever they are working with. The candidate will be well respected for their knowledge and professionalism, and they will be a great leader both to the staff they supervise and those around them.

## The Compensation

The salary range for the position without a PE license is \$95,807 to \$125,006 per year DOQ; with a PE license, the salary range is \$103,471 to \$135,006 per year DOQ. The City also offers a comprehensive and competitive benefit package, including:

- Vacation: Two weeks accrual per year (increases with longevity)
- Holidays: 11 holidays annually and 2 floating holidays
- Sick Leave: 8 hours per month
- Insurance: 85% Paid Medical, Dental and Vision
- Defined Benefits Retirement Plan
- Life Insurance
- Long-Term Disability

For more information on the City of Stayton, please visit the City's website at [www.staytonoregon.gov](http://www.staytonoregon.gov).

## HOW TO APPLY

To apply and view a complete job description go to <https://www.staytonoregon.gov/page/employment> where you can download the job description and an employment application. Applications, resumes, and cover letters may be submitted via email to Human Resources at [hr@staytonoregon.gov](mailto:hr@staytonoregon.gov), via regular mail, or dropped off at the City of Stayton, 362 N. Third Avenue, Stayton, Oregon 97383.

**Open Until Filled; First Review Extended to March 28, 2025.**