



# TEHAMA COUNTY, CALIFORNIA

INVITES YOUR  
INTEREST IN  
THE POSITION OF

## CHIEF DEPUTY DIRECTOR OF PUBLIC WORKS



## THE COMMUNITY

Nestled in the northern Sacramento Valley, Tehama County lies approximately midway between Sacramento and the Oregon border. Starting in the snowy Sierras to the east (the highest point is 8,200 ft), the County unfolds onto rolling foothills, excellent range land, and spectacular, flat-topped buttes, and then sweeps down onto the fertile floor of the Sacramento River Valley (elevation at Red Bluff is 341 ft). The river valley cuts a rich, 20-mile-wide swath through the Central portion of Tehama County, which provides endless varieties of outdoor recreation. The Sacramento River is one of the largest salmon spawning rivers in the world. The County has an area of approximately 3,000 square miles, with a current population of about 60,000, and the cities of Red Bluff, Corning, and Tehama. This area is overwhelmingly "open space" with significant development being limited to the central region of the valley floor. The climate in Red Bluff is typical of that found in the Central Valley, with summers being very warm and dry and mild wet winters. The County's economy is based on agriculture, including ranching, farming and timber production.

Tehama County is the central point of widespread recreational areas which provide hiking, camping, scenic tours, golfing, boating, hunting and fishing. Camping opportunities abound throughout the County ranging from fully developed campgrounds to secluded sites with few or no facilities. Many campgrounds are open year-round, but those at higher elevations are only open after the snow melts. With more than 300 miles of trails (including 17 miles of the Pacific Crest Trail), hiking within Tehama County can be a day-trip adventure or a week-long back-country experience. Trails vary in length and difficulty, winding through coniferous forest, alpine tundra and along waterways. In addition to tennis, racquetball, bowling, archery, and access to athletic clubs and athletic fields, Tehama County offers many other additional recreation opportunities, such as barbecue picnics and bus tours, to residents and visitors alike.

Advanced educational opportunities are also available within an hour's drive through the California State University, Chico and Butte Community College located to the south, Simpson University and Shasta Community College to the north. Various outreach classroom facilities are also available within the County. (the Tehama/Shasta College campus opened this past year, please check on line for course material, the new campus has a number of offerings and is expected to grow much larger and reduce the need for students to travel out of county for higher education.)

## THE ORGANIZATION

Tehama County is a charter county with a board-administrator form of government whose Chief Administrator is selected by a five member Board of Supervisors, who are elected at large. Each Board member serves a four year term. The Board of Supervisors governs Tehama County and is responsible for establishing the

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county budget and for executing all ordinances, resolutions and other legal actions that fall within the jurisdiction of Tehama County.

The County has an operating budget of \$110 million and 816 full-time employees. On a regional level, the County provides services to anyone residing within the 3,000 square miles that comprise its legal boundaries. Those services include: Agriculture, Animal Services, Assessor, Auditor-Controller, Building & Safety, Child Support Services, Conservator-Public Guardian, County Clerk & Recorder, Coroner-Public Administrator, County Counsel, District Attorney, Elections, Environmental Health, Fire, Health Services, In Home Supportive Services, Landfill Management Agency, Library, Planning, Probation, Public Works, Sheriff, Social Services and Treasurer/Tax Collector services.

## THE DEPARTMENT

The mission of the Public Works Department is to provide and maintain the County infrastructure through design, construction and maintenance in an efficient, effective and safe manner for the people of Tehama County. The Public Works Department strives to provide excellent customer service while maintaining a positive work environment where individuals have opportunities for self-improvement and are recognized for their achievements and contributions to the people of Tehama County.

The Department is responsible for the operation and maintenance of 1,092 miles of roads and streets, including 700 roadway and drainage structures of which 375 are classified as bridges; administration of the Tehama County Flood Control and Water Conservation District; performance all the functions of the County Surveyor; operation of the County transit systems; administration of the Tehama County Transportation Commission/Regional Planning Agency, and operation and maintenance of the County Sanitation District No. 1.

The Public Works Department operates under a budget of \$20 million and has a staff of 80 employees, and is organized into five divisions:



### **Administration & Accounting –**

This division is responsible for the overall function and operation of the Public Works Department. The Administration is composed of the Public Works Director, the Deputy Public Works Director - Administration, office manager, secretarial staff, accounting staff and information systems staff.

### **Operations & Maintenance –**

This division is responsible for monitoring hundreds of miles of paved roads, unpaved gravel shoulders, drainage ditches, gutters and culverts. In addition to pavement management and maintenance the division is responsible for all roadside maintenance activities to include snow plowing, mowing, weed spraying, brush removal, litter clean-up, and other related activities. The division also is responsible for all bridge maintenance, sign maintenance and fleet maintenance.

**Engineering –** This Division performs mandated functions for individuals and organizations in Tehama County. These functions include project development and the preparation of plans, specifications, and estimates for bidding purposes in accordance with state and federal requirements, oversight of the consultant contracts, project coordination with the Operation & Maintenance Division, construction plan checking, checking land development projects for consistency with state and local regulations, and reviewing proposed projects to provide conditions of approval.

**Flood Control & Water Conservation District –** The District is responsible for maintaining 67,000 linear feet of rock slope protection sites at 20 locations along the banks of the Sacramento River, and 5.6 miles of Federal levee systems along Deer Creek and Elder Creek. The District also provides general flood protection activities through various stream channel clearing operations. Emergency flood response is coordinated through the Office of Emergency Services Incident Command Center. The District is also responsible for the implementation and update of the County Groundwater Management Plan and associated ordinances for administering groundwater levels throughout the county and participates in coordinated efforts with surrounding counties and state and federal officials in the proper management of area wide groundwater resources.

**Regional Transportation Agency –** This agency manages three transit programs for the County and also provides transportation planning services. The transit system consists of TRAX (Tehama Rural Area Express), ParaTRAX and METS. These three different services increase the mobility and well being of Tehama County residents by providing fixed route service, ADA service and transportation to medical appointments.

TRAX is a fixed route service for the incorporated cities and rural communities. Paratransit service is provided to fulfill the ADA requirements for TRAX. ParaTrax is a dial-a-ride service in the greater Red Bluff area. METS (Medical Transportation Service) is a public-private partnership that provides rides to medical appointments for Tehama County residents. Using volunteer drivers who



are reimbursed for their mileage, METS transports county residents to medical appointments only.

This division prepares the Regional Transportation Plan (RTP), updates the Regional Transportation Improvement Program (RTIP) and coordinates the development and the implementation of the State Transportation Improvement Program (STIP) with CalTrans and the California Transportation Commission.

## **THE IDEAL CANDIDATE**

The County is currently seeking a Chief Deputy Director of Public Works who will work under the administrative direction of the Director of Public Works. The incoming Chief Deputy Director will supervise the water resources and operations division of the Department.

The ideal candidate should have a thorough understanding of operations, budgeting, grant funding for special projects, federal, state, county and local laws and be able to prioritize the day to day operations of the Department. In addition, he/she will oversee the operations of the Tehama County Sanitation District No. 1 wastewater treatment plant and collection system.

The Chief Deputy Director will keep the Director of Public works up to date on projects as well as the Board of Supervisors and other department and agencies as necessary. The chief Deputy will also serve as the department head during the Director of Public Works' absence. It is the responsibility of the Chief Deputy to oversee the bidding process for public works construction projects, land development functions, and providing technical support where needed.

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An outstanding communicator who will establish and maintain effective relationships on both the local and regional levels is sought. Candidates with experience in water resources, flood control, operations and maintenance will excel in this position.

A Bachelor's degree in civil, architectural, mechanical or structural engineering or a related field and seven or more years of experience with three years of supervisory experience is required. Other combinations of education and experience may be considered. Additionally, the position requires the selected candidate be a registered Civil Engineer by the California State Board of Registration for civil and professional engineers, and it is desired that the candidate have a Professional Land Surveyor License.

## THE COMPENSATION

This Chief Deputy Director position is represented by the Tehama County Management Association. The salary is \$78,432-\$95,532 annually (A-E step). Initial salary placement is dependent upon qualifications. Annual step increases up to E step are based upon satisfactory performance and completion of 2,080 hours in a paid status. The County also offers an excellent benefits package including:

**Leave** – 96 hours of vacation, increasing upon continuous years of service, 96 hours of sick leave, 32 hours of management leave, plus one 8 hour personal holiday, and 13 paid holidays.

**Retirement** – P.E.R.S. 2% at 55; benefit formula calculated at highest year; the County pays employees share. County pays 100% of CalPERS Retirement contributions.

**Benefit Package** – The County pays approximately 80% of the monthly premiums for the health, vision and dental insurance. Life insurance is available in the amount of \$30,000.

**Deferred Compensation** – Two plans are available. \$45.00 per month contributed by County to deferred compensation plan.

Employee Assistance Program (EAP) sponsored by the County.



## TO APPLY

If you are interested in this outstanding opportunity, please visit our website at [www.bobmurrayassoc.com](http://www.bobmurrayassoc.com) to apply online.

**Filing Deadline:  
March 12, 2010**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray and Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with Tehama County. Candidates will be advised of the status of the recruitment following selection of the Chief Deputy Director of Public Works.

If you have any questions, please do not hesitate to call Mr. Regan Williams at :

(916) 784-9080

