



# CITY OF BOULDER, COLORADO

## DIRECTOR OF PUBLIC WORKS FOR TRANSPORTATION

### THE CITY OF BOULDER

Located approximately 30 miles northwest of Denver at an elevation of 5,430 feet, the City of Boulder is home to 103,840 residents and the state's largest institution of higher learning, and major employer, the University of Colorado. The city is a major employment center for the area with surrounding communities providing a significant portion of the workforce. Other major employers include Ball Aerospace, Boulder Community Health, IBM, and federal laboratories, such as NOAA and UCAR/NCAR. Boulder was established in the 1800s as a mining community. Today, Boulder is a world-class destination with over 300 miles of public hiking and biking facilities. Its spectacular scenery includes more than 45,000 acres of open space.

In December 2013, Boulder was among the first 32 cities selected from around the globe to participate in 100 Resilient Cities, an initiative pioneered by the Rockefeller Foundation. The City of Boulder received the Gold Award for Boulder's 2014 Transportation Master Plan from the Denver Regional Council of Governments, the Platinum level Bicycle Friendly Community award from the national League of American Bicyclists, and the Gold level Walk Friendly Community award from U.S. Federal Highway Administration.

Boulder is consistently listed as one of the nation's most desirable places to live and cited as one of the most innovative cities in the country.

### CITY GOVERNMENT

Boulder is a Home Rule Municipality that is self-governed under the Constitution of the State of Colorado. The City of Boulder operates under the Council-Manager form of government. The nine-member elected City Council sets the policies for the operation of Boulder city government, while the Council-appointed City Manager has administrative responsibility for city operations.

### PUBLIC WORKS DEPARTMENT

The Public Works Department is dedicated to maintaining and improving the quality of life in Boulder by planning for future needs, promoting environmental quality, building and maintaining municipal infrastructure, managing public investments, and protecting health and safety.



### City of Boulder's Vision and Values

*Vision: Service Excellence for an Inspired Future.*

Values:

- **Customer Service** – We are dedicated to exceeding the expectations of our community and our co-workers by demonstrating consistent and professional service with a solution-oriented approach.
- **Respect** – We champion diversity and welcome individual perspectives, backgrounds and opinions. We are open-minded and treat all individuals with respect and dignity.
- **Integrity** – We are stewards of the public's trust and are committed to service that is transparent and consistent with city regulations and policies. We are honorable, follow through on our commitments and accept responsibility.
- **Collaboration** – We are committed to organizational success and celebrate our shared dedication to public service. We believe community collaboration and the sum of our individual contributions leads to great results.
- **Innovation** – We promote a forward-thinking environment that supports creativity, calculated risks and continuous improvement. We embrace change and learn from others in order to deliver leading edge service.



The three divisions within the Public Works Department are:

- Transportation,
- Utilities, and
- Development and Support Services

## TRANSPORTATION DIVISION

The mission of the Transportation Division of the Public Works Department is to provide for the mobility of persons and goods by developing and maintaining a safe, efficient, environmentally sound and balanced transportation system with emphasis on providing travel choices through all modes – pedestrian, bicycle, transit and vehicular transportation, including aircraft and airport facilities.

The functions of the Transportation Division include transportation planning and operations (including traffic engineering and safety, and GO Boulder – the workgroup focused on multimodal transportation planning efforts), project management, transportation maintenance and airport operations.



The Transportation Division plans, designs, builds, maintains and operates a multimodal transportation system and works with private contractors to provide a number of city services, such as street resurfacing, chip and seal, pavement crack sealing, mowing, pavement markings, sidewalk repair/Americans with Disabilities Act (ADA) compliance and other services. The Transportation Division also partners with regional agencies and neighboring communities to create multimodal regional connections.

## THE POSITION

The Director of Public Works for Transportation leads, directs and manages the operations, services, programs and projects of the Transportation Division of the Public Works Department. The Director is appointed by and reports to the Executive Director of Public Works and serves as a member of the city's management team. The Director

provides professional guidance and acts as a policy advisor to the Executive Director, City Manager, Council, the Transportation Advisory Board and others. The Director is responsible for fiscal strategies, budget development and its implementation.

## ISSUES AND PRIORITIES

The following items represent a partial list of issues and priorities that will need to be addressed by the successful candidate:

**Public Engagement** – The Transportation Division manages a multimodal Transportation system that is used by community residents and businesses as well as visitors. Ongoing public engagement will continue to be essential for balancing travel choices that maximize access and mobility.

**Transportation Master Plan Implementation** - The Transportation Master Plan (TMP) is set within the broader context of the Boulder Valley Comprehensive Plan and supports the sustainability and quality-of-life goals set by the community. Boulder's TMP contains goals, policy guidance, and measurable objectives for operating and investing in the multimodal transportation system. Through collaboration with local and regional partners and engagement with the Boulder community, the TMP focuses on creating a more complete transportation system, providing multiple travel options, managing traffic congestion, and reducing air pollution and noise. Boulder has been achieving the prior goal to maintain Vehicle Miles Traveled (VMT) at 1994 levels; however, now with the 2014 TMP aligned with the City's Climate Commitment goals, Boulder needs to further reduce VMT by 20% by 2035.

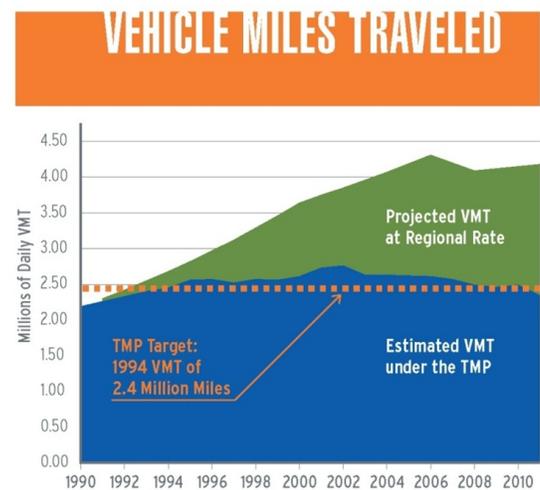


Figure 1: Boulder Valley VMT Trends (1990-2012)

**Emergency Preparedness** - City staff, consultants and community partners continue to work diligently to support the community's recovery from the September 2013 Flood. In terms of costs, recovery efforts are over 90

percent complete citywide, the most significant repair work remaining in the areas of Public Works/Utilities and Open Space and Mountain Parks. Repairs to the Transportation



systems, including roadways and multi-use paths, are substantially completed with the remaining work expected to be finished

during the next few months. More detailed information about the city's flood recovery efforts may be found at [www.BoulderFloodInfo.net](http://www.BoulderFloodInfo.net).

Boulder's natural hazards highlight the importance of emergency planning and response, near-term recovery and long-term resilience.

**Transportation Funding and Asset Management** - The City of Boulder's budget priority for transportation funding is the safety and preservation of the entire transportation system, including maintaining all streets in good and safe condition. The city relies heavily on sales tax revenues dedicated specifically for transportation. Previous funding levels were not adequate to maintain acceptable street pavement conditions. As part of the 2011 Capital Improvement Bond, Boulder voters approved one-time funding of \$12.5 million for street resurfacing and reconstruction, and in November 2013, two ballot measures dedicated an additional annual \$1.6 million of sales tax revenue through 2029 for street pavement maintenance.

## THE IDEAL CANDIDATE

The ideal candidate will be a collaborative, enthusiastic, and visionary leader in the transportation field who is a strategic thinker, possesses excellent communication, interpersonal and consensus building skills and has an excellent track record of sound judgment and high ethical standards.

Well-qualified candidates will have extensive experience proactively engaging and interacting with a wide variety of community stakeholders and regional partners and will be adept at managing high-profile and sometimes controversial projects and issues with tact and diplomacy.

Top candidates must also be skilled managers of people who can inspire and motivate, appropriately delegate and support excellent performance in others by identifying clear and relevant measures of success. He/she will have a reputation for holding people accountable to high standards as well as a personal dedication to mentoring and developing staff through training and growth opportunities.

Specific qualifications are as follows:

## Experience and Education

A minimum of eight (8) years of increasingly responsible experience as a senior manager in a complex organization with thorough knowledge of transportation planning, project management, operations and maintenance, including demonstrated skills as a highly effective leader, manager and supervisor. A Bachelor's degree in a relevant discipline is required; an advanced degree is desired.



## Management Style and Personal Characteristics

A successful candidate will be:

- Collaborative and supportive in serving as a member of the city's management team working as one organization toward common goals.
- Skilled with a heightened sense of emotional intelligence and an awareness of community and constituent issues and political sensitivities.
- Open and approachable, demonstrates initiative, exercises good judgment, and treats others with respect.
- A relationship builder, who cultivates productive relationships with staff, elected and appointed officials and board members, external agencies, local and regional partners, and the public.
- An outstanding manager of people who provides guidance and professional support to staff, offers regular feedback to employees, and serves as a mentor in providing training and growth opportunities.
- Able to foster trust through transparent, ethical, and consistent actions that align with and champion the city's Vision and Values.
- Positive, innovative, creative and action-oriented; has a passion for the management of transportation programs and services in a highly engaged and caring community.

## COMPENSATION & BENEFITS

The salary range for the Director of Public Works for Transportation is **\$109,000 to \$166,000**. Actual salary will depend on the experience and qualifications of the

successful candidate. Reasonable moving expenses will be considered for the successful candidate. In addition, the city offers a benefit package that includes:

- **Medical Insurance:** Three medical plan options are available for employee and dependents.
- **Dental and Vision Insurance:** Available for employee and dependents.
- **Annual Leave:** Annual leave starting at 23 days/year increasing to 29 days after four years of service.
- **Sick Leave:** 14 days per year.
- **Holidays:** 10 full-day holidays, 2 half-day holidays, up to 3 floating holidays (pro-rated depending on hire date).
- **Retirement:** The City offers a Defined Benefit Plan (Colorado Public Employees Retirement Association); optional PERA 401(k) and ICMA 457 Plans available.
- **Life and Accidental Death & Dismemberment Insurance:** 1.5 times annual salary.
- **Other Benefits:** Merit Program (employees eligible for annual merit review based on performance); Eco (bus) Pass; Long Term Disability, Flexible Spending Plan choices including health care and dependent care spending accounts; Employee Wellbeing work balance opportunities, including a City provided recreation pass; Employee Assistance Program (EAP).

## APPLICATION PROCESS & RECRUITMENT SCHEDULE

The final filing date for this position is **Friday, July 17, 2015 at 5 pm**. To be considered for this opportunity, please submit your cover letter, resume, list of six professional references (who will not be contacted without prior notice), plus current salary information. Resume should include years and months of employment, beginning/ending dates as well as size of staff and budgets you have managed. Please submit your materials as one file to:

Denise Noe, HR Manager  
City of Boulder  
303.441.3072  
[noed@bouldercolorado.gov](mailto:noed@bouldercolorado.gov)  
PO Box 791  
Boulder CO 80306

Preliminary screening of candidate information is expected to be conducted in July with the most qualified applicants advancing to Skype interviews with the city during late July/early August. Individuals determined to be well-suited for this opportunity are expected to be invited to interview in Boulder in late August/early September. A hiring decision will occur following the completion of thorough reference and background checks to be coordinated with the candidate(s). For additional information, please visit the City of Boulder website: [www.bouldercolorado.gov](http://www.bouldercolorado.gov)

## Summary of City of Boulder Transportation Information:

- 675 lane miles of roadways, including 32 roadway bridges
- 162 miles of bike facilities, including 68 miles of multi-use pathways, 79 multi-use pathway under passes, and 59 bicycle/pedestrian bridges on multi-use paths
- 489 miles of sidewalks
- More than 30,000 daily transit riders on seven high-frequency community transit routes
- Almost 70,000 Eco (bus) Passes in the community

## 2015 Budget - Transportation Division Resources:

- Total Budget: \$32,348,366
- Operating Budget: \$20,683,775
- CIP: \$11,639,591
- Debt Service: \$25,000
- Number of FTE Employees: 70.34

## Technical Documents:

- Transportation Master Plan  
<https://bouldercolorado.gov/transportation/tmp>
- 2012 Transportation Report on Progress  
<https://bouldercolorado.gov/transportation/transportation-use-measurements>
- Safe Streets Boulder Report  
<https://bouldercolorado.gov/transportation/safe-streets-boulder-report-2012>

