

Peckham & McKenney
“All about fit”



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EXECUTIVE SEARCH

Public Works Director
CITY OF BERKELEY, CALIFORNIA

THE COMMUNITY

Located along the eastern shore of the San Francisco Bay in the northern part of Alameda County, the City of Berkeley is 5 miles north of Oakland and 14 miles east of San Francisco. The City's roots can be traced back to 1878 when it was initially incorporated as the Town of Berkeley, and later fully chartered as the City of Berkeley in 1895. Today, the City of Berkeley covers about 17.66 square miles with over 112,000 residents, and is a key city in California's Bay Area.

The City is served by the I-80 & I-580, and boasts strong transportation options, which include Amtrak, AC Transit and 3 BART Stations, and a variety of car sharing networks. The City is also highly pedestrian and bicycle friendly, and is considered to be one of the safest biking/walking cities in California. Berkeley is also well-known for its abundance of local, gourmet restaurants and groceries, including Berkeley Bowl, farmers markets, and many recreational points of interest, which include the Berkeley Art Museum and Pacific Film Archive, the Berkeley Marina, Repertory Theatre, Rose Garden, the Claremont Hotel, Indian Rock Park, the Regional Parks Botanic Garden, Telegraph Avenue, People's Park, the Hearst Greek Theatre which hosts the annual Berkeley Jazz Festival, and many more!

Berkeley is known for its world-famous University of California, Berkeley, which was established in 1868 and is the founding campus for the entire University of California college system. The City is also home to the Lawrence Berkeley National Laboratory, which was established by the University of California in 1931. Notable alumni and faculty include Steve Wozniak, Gordon Moore & Andy Grove, Dean G. Witter, Jennifer Doudna, and Ernest O. Lawrence. Among other noteworthy accolades, Berkeley Lab scientists have 15 Nobel prizes in chemistry and physics, and the 16 elements on the periodic table which been discovered or synthesized in Berkeley, including Berkelium, from which it is eponymously named.

With its rich history, central location in the East Bay area, pedestrian & bike-friendly infrastructure, abundance of cuisine, culture, education, and recreational activities, Berkeley has plenty to offer its residents, businesses, and visitors. To learn more about this dynamic and historic city, please visit the City of Berkeley's website at www.berkeleyca.gov.

THE ORGANIZATION

Incorporated in 1878, the City of Berkeley operates under a Council-Manager form of government. The City Council is comprised of a Mayor elected at-large,

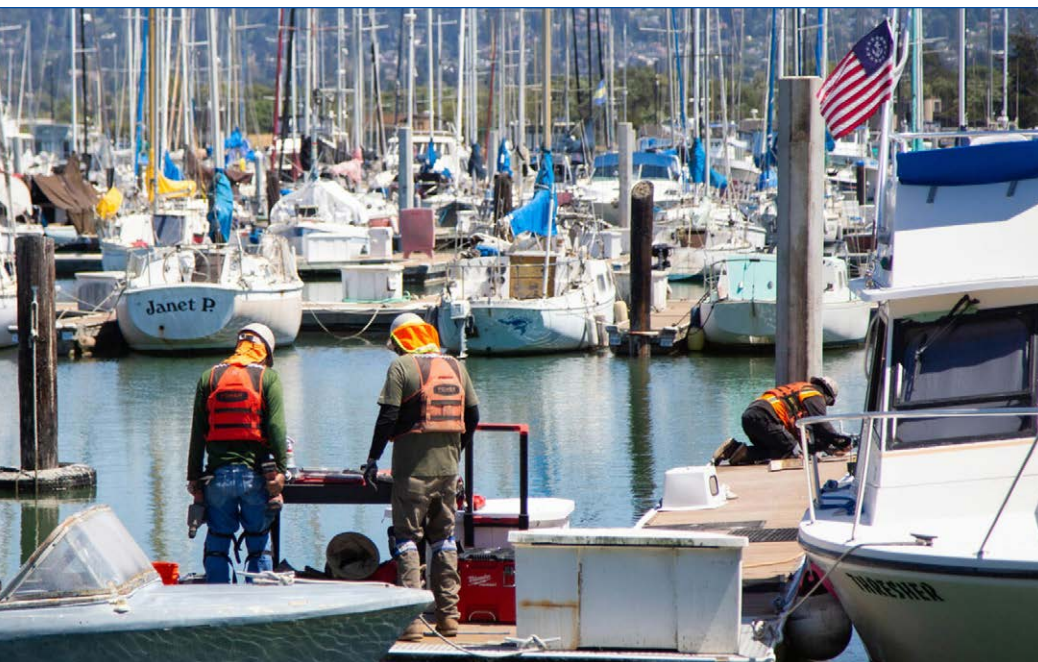
and the eight other Council members elected by district, who are directly elected to serve four-year, overlapping terms. The Rent Stabilization Board, the City Auditor and the School Board are also elected seats. The Mayor and City Council appoint the City Manager, City Attorney, the Board of Library Trustees, the Director of Police Accountability and other boards and commission members; the City Manager oversees the operations of a full-service organization and over 1,800 full-time employees.

City departments/divisions include the Offices of the Mayor and City Council, City Manager, City Attorney, City Auditor's Office, City Clerk's Office, Fire, Health, Housing and Community Services, Parks, Recreation and Waterfront, Planning, Police, Public Works, Budget and Fiscal Management, Economic Development, Finance, Human Resources and Information Technology, with Library and the Office of Police Accountability being managed by appointed boards/directors.

The adopted biennial budget for the City of Berkeley totals \$728.6 million for FY 2023/24.

THE DEPARTMENT

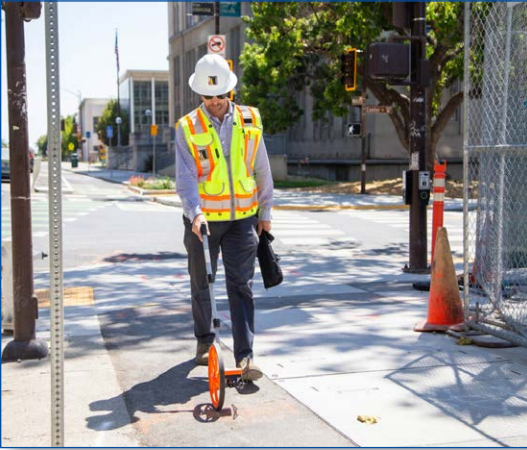
The Public Works Department has 341 full-time employees, an annual FY2024 budget of \$188.9 million, and consists of eight divisions which include: the Office of the Public Works Director, Administration & Fiscal Services, Engineering, Zero Waste, Transportation, Facilities Management, Streets and Utilities, and Equipment Maintenance. The Department is responsible for the City's extensive network of public infrastructure, including 214 miles of streets, 400 miles of sanitary sewers, 78 miles of storm water piping, 30 green infrastructure installations, more than 8,000 streetlights, 3,750 parking meters, 54 buildings, and waste, recycling and composting for all Berkeley residents. In addition, the Department's work is guided by the City's adopted plans and policies including the Climate Action Plan, Pedestrian Plan,



Vision Zero, and the street maintenance policy, among many others.

THE POSITION

Reporting to the City Manager, the Director of Public Works is a member of the executive team and directs the Public Works Department which is responsible for the operation, planning, administration, financial management and inter-governmental relations for



public works activities. The Director also manages the operations of the department which include streets and sanitation, engineering, traffic engineering, facilities maintenance, equipment maintenance, and solid waste management, collection and disposal.

Additional duties include dealing with difficult matters involving policy, administration and operations, working with citizen groups, boards, commissions, governmental agencies, city departments and officials, advising the City Council and City Manager on public works-related items, ensuring department compliance with ordinances, codes, regulations and laws, coordinating the preparation of reports, compiling, analyzing and presenting data.

THE IDEAL CANDIDATE

The City seeks a collaborative leader to partner with the City Manager and the Executive Team to create an organizational culture that focuses on responsiveness, public engagement and excellent customer service to

lead the Public Works Department. The ideal candidate brings a team-orientation, exercises good judgement, is a collaborator, and practices transparent transparency in their programs/projects, understanding the benefit of regular reporting on the status of streets, roads, and other projects to the community and Council. Strong operational experience in all facets of Public Works is required, as is a supportive and communicative management style.

As a demonstrated leader, the ideal candidate will bring a proven track record of affecting culture change and encourage, coach, and mentor staff to consider innovative approaches in day-to-day operations. The City Manager seeks a strategic thinker who is knowledgeable of innovative approaches to talent management, succession planning, and recruitment strategies to attract and retain a high-performing and diverse workforce.

The ideal candidate is a self-starter, with a proactive, relationship-based and inspirational managerial approach and an active communication style. The next Director will prioritize and execute the delivery of capital improvement projects and the operation and maintenance of city infrastructure, monitor and evaluate the efficiency of service delivery methods and identify opportunities for improvement, provide advice and technical assistance to city management, staff, commissions, committees, and the public, and prepare or supervise the preparation of a variety of reports, correspondence, and special studies, including City Council reports and annual State and Federal reports. The next Public Works Director will exercise competent judgment and discretion in the administration of the day-to-day operations, as well as perform

diverse, specialized, and complex work involving significant accountability and decision-making responsibility.

Applicants who exhibit political acumen, have a balance of technical and soft skills, are results-oriented and thrive in a dynamic, fast-paced environment and like the challenge of transformative change will make strong candidates. The successful candidate will also bring a commitment to high-touch customer service to serve and respond to residents who have a strong spirit of engagement and interest in their community.

A combination of education and experience for this position includes a Bachelor's degree or equivalent in Civil Engineering, Architecture, Planning, Public Administration, or a closely related field, and six (6) years of progressively responsible, full-time equivalent professional experience in the field of public works, planning, or high-level project management, including, at least four (4) years of high-level management of a variety of programs and demonstrated success in supervising a sizable professional and administrative staff. An advanced degree may be substituted for the non-supervisory experience on a year-for-year basis, for up to two (2) years of the required experience.

COMPENSATION AND BENEFITS

The salary range for this outstanding opportunity is \$182,944.74 to \$267,548.64. Placement within this range is dependent upon qualifications. In addition, the City offers an attractive benefits package, including:



SEARCH SCHEDULE

Filing Deadline January 21, 2024
Preliminary Phone Interviews w/Recruiter January 29 & 30, 2024
Recommendation of Candidates February 8, 2024

Finalists Interviews:

- Panel Interviews February 15, 2024
- Finalist(s) In-Person Interview w/City Manager February 16, 2024

These dates have been confirmed, and it is recommended that you plan your calendar accordingly.

RETIREMENT: The City participates in the California Public Employees' Retirement System (CalPERS) with a 2.7% at 55 formula for Classic members and 2% at 62 for new PEPPRA members.

SRIP: The City does not participate in Social Security, but contributes 6.7% of employee salary (up to a maximum of \$2,170.80 per year) into a 401(a) Supplemental Retirement Income Plan (SRIP).

DEFERRED COMPENSATION: City offers a voluntary deferred compensation 457 plan with a choice of 3 providers.

MEDICAL INSURANCE: The City contributes up to the full premium for a Kaiser HMO Plan and partially contributes to a Sutter Health Plus Plan.

MEDICAL IN-LIEU BENEFIT: Employee can opt to waive City-provided medical and receive a monthly stipend of \$576 if covered under another medical plan.

DENTAL INSURANCE: The City offers full premium of Delta Dental for family coverage and 90% of dental charges up to a maximum of \$2,000 per year. Employee can opt to waive dental coverage and receive a monthly stipend of \$61.64.

VACATION: Starting at 10 days per year, depending on years of service.

HOLIDAYS: 13 paid holidays and 3 floating holidays per year.

ADMINISTRATIVE LEAVE: 50 hours per year.

SICK LEAVE: 96 hours per year. (or 12 days per year)

SICK LEAVE BONUS: 8 hours of bonus time, credited as vacation leave for 6 months perfect sick leave attendance.

BEREAVEMENT LEAVE: 3 days of leave within state and 5 days out of state.

LIFE INSURANCE: City paid to \$25,000, with employee option to purchase additional term life insurance up to a maximum of \$300,000.

LONG-TERM DISABILITY INSURANCE: City paid at \$0.173 per \$100.

EDUCATION LEAVE & FEES: 40 hours per year and City paid professional fees and required licenses.

LONGEVITY PAY: 3% salary increase at the start of 20 years of full-time service.

BILINGUAL PAY: 5% routinely and 2% occasional.

TRANSIT SUBSIDY: Annual free Easy Pass for AC Transit (IRC 132(f) plan for transit vouchers up to \$235 in value per month for public transit subsidies with \$20 per month subsidy).

The City of Berkeley is an Equal Opportunity Employer



THE RECRUITMENT PROCESS

Please submit your cover letter and resume (including month/year of employment) via our website:

Peckham & McKenney
www.peckhamandmckenney.com

Please do not hesitate to contact Maria Hurtado toll-free at (866) 912-1919, by cell at (831) 247-7885 or via email at maria@peckhamandmckenney.com, if you have any questions regarding this position or the recruitment process.

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