

Peckham & McKenney
"All about fit"



PECKHAM
&
MCKENNEY
EXECUTIVE SEARCH

Public Works Director
CITY OF LIVERMORE, CALIFORNIA

THE COMMUNITY

Livermore is California's oldest wine region, framed by award-winning wineries, farmlands, and ranches that mirror the valley's western heritage. Founded in 1869, Livermore is located in the San Francisco Bay Area, in Alameda County. The City has a population of over 87,000 and encompasses 26.44 square miles. Livermore's location and mild climate enhances the pursuit of a more relaxed, less congested lifestyle.

Quality of life is a fundamental part of the Livermore experience. The City boasts a unique environment for both residents and businesses — a peaceful small-town atmosphere along with a widely diverse economic base that rivals a major metropolis. Livermore offers an unbeatable community experience with access to 42 parks, 15 miles of bicycle trails and paths, Lake Del Valle recreation area, 3 library facilities, 3 championship golf courses, a municipal airport, cultural and civic events year-round, and the beautiful Livermore Wine Country.

Livermore's arts, culture, western heritage, and vibrant wine industry provide a unique blend to this special community. Historic Downtown Livermore is enjoying a renaissance, reestablishing the downtown as the City's preeminent shopping, dining, entertainment, and cultural district with a 10-screen cinema and a 500-seat performing arts center. With the addition



of several residential projects and a pedestrian-oriented environment, the City is establishing an active urban living experience in the Valley. To learn more about the City of Livermore, please visit the [City's website](#).

Livermore employees praise City leadership performance.

THE ORGANIZATION

The City of Livermore strives to deliver high-quality, attentive and courteous services to its residents and businesses; promotes economic vitality and innovation; and works to enhance the quality of life in the community through public safety, natural and built environment, and support for education and the arts. The City subscribes to a core set of values that incorporates ethics, customer service, accountability, teamwork, quality, and continuous improvement.

Livermore is a General Law City with a Council/Manager form of government. The City Council consists of five members with a Mayor, who is elected at large for a two-year term, and four Council members who are elected by district to overlapping four-year terms. The City's FY 23/24 operating budget is approximately \$152 million, which funds 427.37 full-time equivalent employees. The 2023-2028 capital budget is \$420 million. The City's budgets can be found online at [Budget | Livermore, CA](#).

Livermore is a full-service City, including a municipal airport, water and sewer services, wastewater treatment facility, and library services. Fire services are shared with the City of Pleasanton and provided by the Livermore-Pleasanton Fire Department. In addition, residents are served by the Livermore Area Recreation & Park District (LARPD).

The City organization prides itself on its team-oriented approach in which departments and the executive team work together to find creative solutions to issues. The community is very supportive and the staff and City Council enjoy a positive and mutually respectful relationship. Community engagement is a priority for the City, and executive leadership is expected to both engage with the constituents directly and foster such opportunities for staff.

The City recently developed a comprehensive five-year Strategic Plan, with specific goals, objectives and work projects. Applicants are strongly encouraged to review the plan online, at [Five-Year Strategic Plan](#).

THE DEPARTMENT

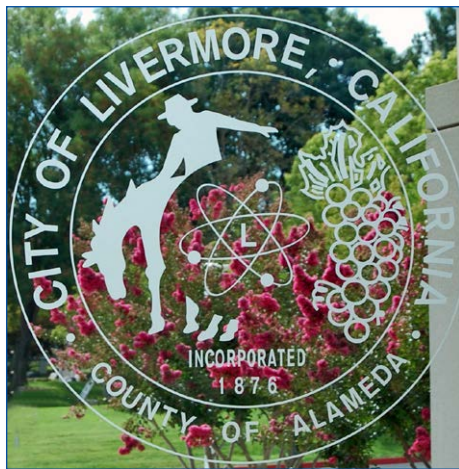
The Public Works Department is comprised of the Maintenance, Water Resources, and Livermore Municipal Airport divisions, and it manages the Environmental Services and Asset Management programs. The Department maintains the City's streets, signs, traffic signals, streetlights, public landscaping, municipal airport, City



facilities, and vehicle and equipment fleet. Public Works oversees the operation, maintenance, and periodic replacement of the City's potable water system, sewer collection system, storm drain system, wastewater treatment, and recycled water system, and administers the franchise solid waste and recycling contract. The Department's budget (all funds) is \$74.6 million and is supported by 116.5 FTEs.

Current Departmental priorities include:

- Operate and maintain municipal water systems that provide safe, efficient delivery of potable and recycled water, and collect and treat wastewater.



- Establish drought-friendly landscaping by reducing turf, increasing mulch placement, and implementing irrigation designs that protect legacy trees and adapt to watering mandates.
- Manage the City's solid waste contract and develop and implement the City's recycling program that includes educating and partnering with local food operators to divert food waste.
- Acquire and maintain the City's vehicle fleet and equipment, with an emphasis on switching to zero emission technology.
- Develop and maintain airport runways, taxiways, aprons, and aircraft facilities, including airport property leases.

- Launch a digital software application that allows residents, staff, and the visiting public to report issues with City facilities, assets, or operations.

THE IDEAL CANDIDATE

The City Manager is seeking a candidate with a broad set of public works related experience to plan, organize, direct, and manage all phases of the activities and operations of the Department. They will be motivated by, and passionate about, providing world-class, first-class, and quality services to the community of Livermore and be committed to being a part of and actively engaged with the community. The successful candidate will thrive in an organizational culture of excellence and will demonstrate a track record of:

- Leading with kindness and compassion;
- Flexibility, creativity, and "outside-of-the-box" thinking with an emphasis on continual process improvement and working smarter not harder;
- Emotional intelligence, strategic and visionary leadership; outstanding communication skills, and strength in engaging with internal and external stakeholders;
- Valuing and infusing diversity, equity, and inclusion in all aspects of the role and City services;
- Managing complex projects to from inception to completion; keeping projects moving forward and staying abreast of milestones without micromanaging staff; supporting managers, assisting with problem solving, and putting out fires;
- Leading and managing internal operations through collaboration,

teamwork, mentoring and coaching, and building on individual's strengths; building partnerships;

- Employing strategies to motivate and support a team of talented professionals with an extremely heavy work load;
- Under promising and over delivering, taking pride in producing high quality work, and setting a high bar for their team;
- Being a supportive supervisor and visible leader who proactively engages with Department staff to address and resolve issues; accomplish day to day projects and work assignments; and attain long term City and Department goals;

Strong working group relationships are a cornerstone of Livermore's culture.

- Collaborative, interactive, and embracing of interdisciplinary and inter-departmental work/goals to achieve diverse citywide projects, solve problems, and work with both internal and external customers;
- Calm and centered as a communicator with outstanding listening skills and thus able to facilitate, mediate, and build consensus. Possess interpersonal and communication skills that are versatile and appropriate for each situation and all audiences; and
- Ethical, honest, respectful, professionally trustworthy and customer service focused, and instills these as core values of the team.



EXPERIENCE/EDUCATION REQUIREMENTS

A typical way to obtain the knowledge, skills, and abilities would be:

Eight years of increasingly responsible professional experience in public works related activities. At least four years of this experience must have been at a managerial level with responsibility for program planning and development, supervision of professional, technical, maintenance, and clerical staff, and budget preparation and management. Equivalent to a bachelor's degree from an accredited college or university with major course work in public or business administration or a related field. A master's degree is desirable.

THE COMPENSATION PACKAGE

The annual salary range for this at-will position is \$197,225 - \$246,531 and is currently under review.

MONTHLY ALLOWANCES: Auto: \$250, Cell Phone: \$90, & Health Club, \$125.

RELOCATION ALLOWANCE: Up to \$5,000 for moving expenses available upon City Manager approval.

RETIREMENT:

- **CalPERS Defined Benefit Pension:**
 - » Classic members 2% @ 60 - Employees pay the 7% employee contribution.
 - » PEPPRA members 2% @ 62 - Employees pay the full employee contribution (50% of the normal cost).
- **401a Supplemental Retirement Plan:** Voluntary employee irrevocable contributions of either pre-tax salary (0-15% or flat dollar amount); leave



SEARCH SCHEDULE

Filing Deadline:..... March 31, 2024
Preliminary Interviews (telephonic):April 11 & 12, 2024
Recommendation to City:.....April 25, 2024
Panel Interviews (Zoom):May 2, 2024
Finalist Interviews (In-Person):.....May 3, 2024

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

election vacation / admin leave, or termination pay (vacation only).

- **457 Plan** –The City will contribute \$185/per pay period with a \$75/per pay period employee contribution.

The City does not participate in Social Security System, however, it does participate in Medicare and the employee portion is 1.45%.

HEALTH & WELFARE BENEFITS:

- **Cafeteria Plan:** \$1,950 / mo to be used toward medical, dental, & vision insurance premiums. Unused balance is paid in cash.
- **Life / AD&D:** \$175,000 for employees & \$1,000 for dependents with the option to purchase additional life insurance (not to exceed 5xs annual earnings).
- **Long Term Disability:** LTD coverage of 60% of monthly base salary up to \$6,000 after 180-day waiting period.
- **Long Term Care:** City paid Long Term Care Facility and 100% Home Care to \$3,000/month with 90-day elimination period; 6-year duration.
- **Retiree Health Savings Account (RHS):** The City will contribute an amount equal to 4% of base pay to the employee's RHS account.
- **Annual Paid Time Off:** Up to 24 days vacation based on longevity; 12 days sick leave; 12 holidays; and up to 128 hrs of admin leave. Credit for years of public sector service for determining advanced vacation accrual may be considered.



THE RECRUITMENT PROCESS

To apply for this key position and exciting career opportunity, please submit a current resume with month and year of employment and compelling cover letter through our website at:

Peckham & McKenney
www.peckhamandmckenney.com

Resumes are acknowledged within two business days. Contact Roberta Greathouse at 831.998.3194, toll-free at 866.912.1919, or via email to Roberta@PeckhamandMcKenney.com if you have any questions regarding this position or the recruitment process.



www.peckhamandmckenney.com