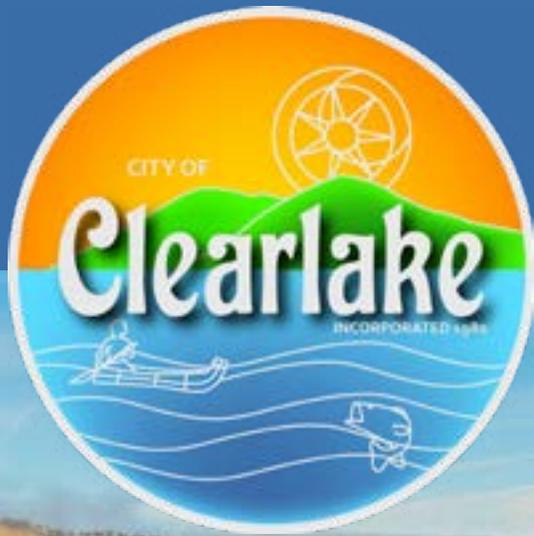
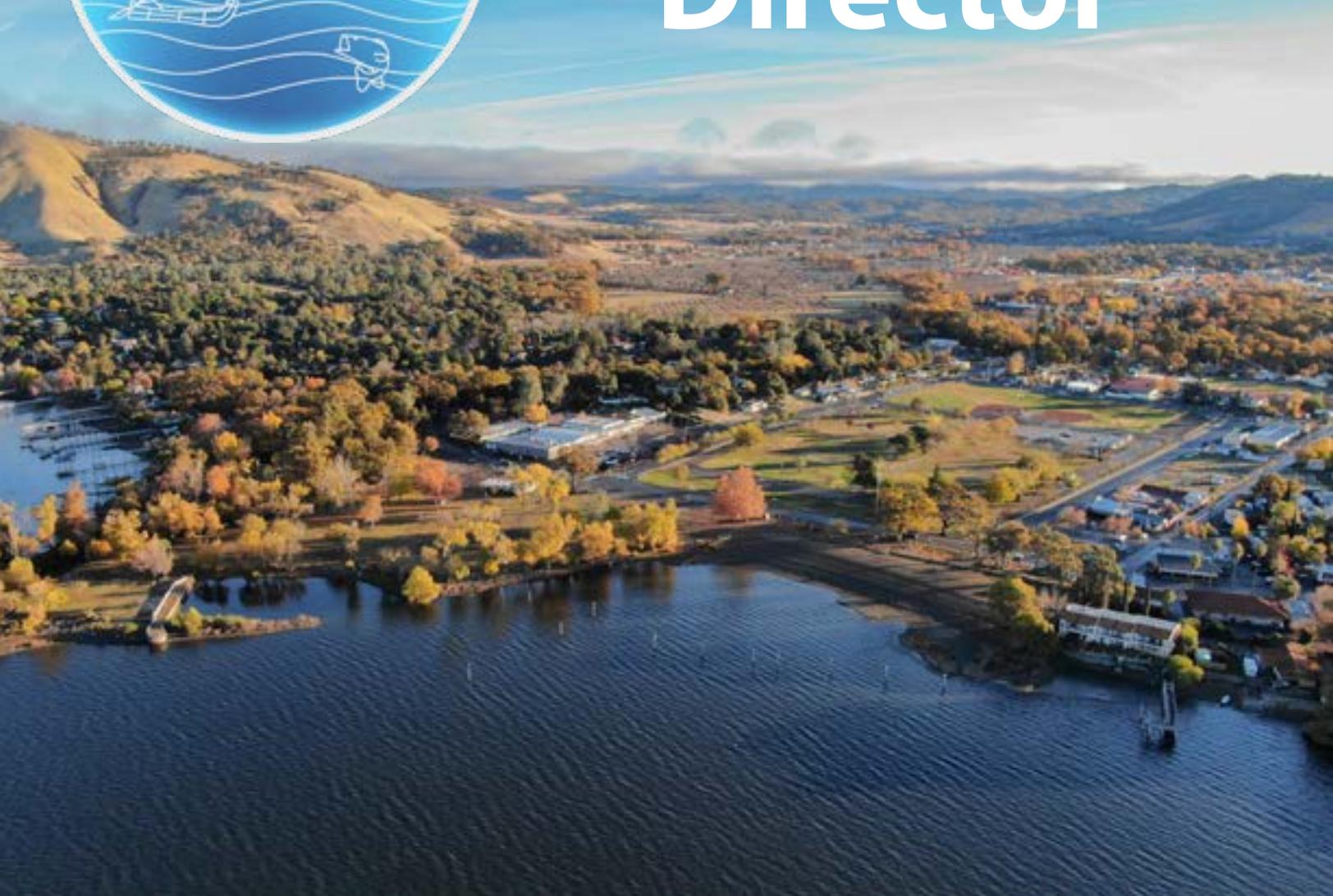


CITY OF CLEARLAKE

California



Public Works Director





The Community of Clearlake

The City of Clearlake, with a population of approximately 15,200, is located in Northern California on the shore of Clear Lake. The lake is possibly the oldest freshwater lake in North America and one of the very best bass fishing lakes in the world. The volcanic activity that formed the landscape produced a dramatic terrain, with the 4,300-foot dormant volcano, Mount Konocti, alongside the lake.

Ideally located, Clearlake is just forty-five minutes from Napa Valley, two hours from Sacramento, and three hours from San Francisco. Yet Clearlake is removed from urban areas enough that it has the nation's cleanest air quality. Abundant recreational activities include fishing, hunting, horseback riding, bicycling, water skiing, and boating. The region is rapidly becoming a recognized wine growing area, producing award-winning wines.

The City Organization

The City of Clearlake incorporated in 1980 to provide higher levels of policing and road maintenance than offered by Lake County. Since then, the City of Clearlake has become the economic trade center of Lake County, offering a growing array of restaurants and retail venues.

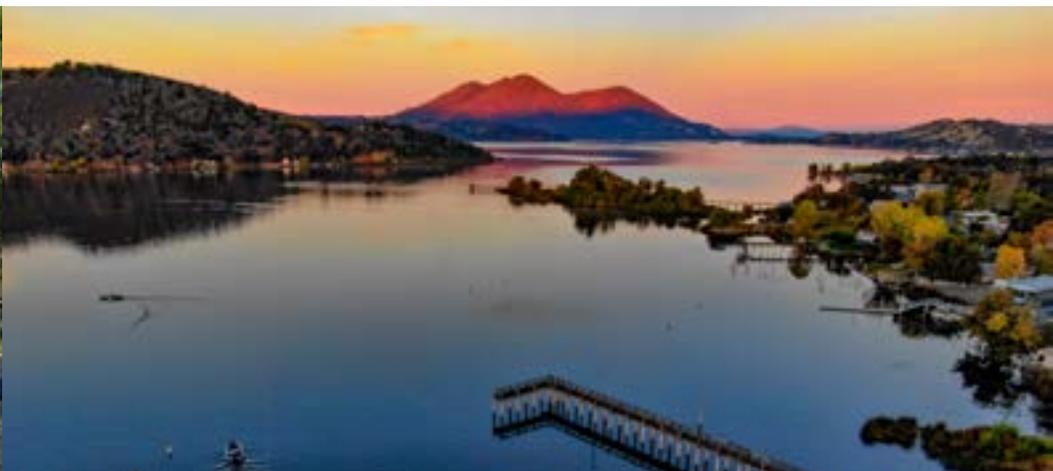
In 2012, the City adopted the Council-Manager form of government. Its five Council Members are elected at large with staggered four-year terms. The Mayor and Vice Mayor are elected each year by a majority vote of the Council. The City Manager and City Attorney are appointed by the Council.

City Departments include Administration, Community Development, Administrative Services, Finance, Police, and Public Works. Fire protection is provided by the Lake County Fire Protection District.

The Public Works Department

The Clearlake Public Works Department is responsible for public facilities, used, owned, and enjoyed by the public. These include streets, sidewalks, street lights, drainage system, City facilities, and all parks and recreation facilities.

The FY 18-19 budget for the Public Works Department is \$11.2 million and the department is staffed with 18 full-time employees. The Department is organized into two divisions, a Project Team and a Maintenance Team. The Project Team is staffed with a contracted Deputy Director/City Engineer and 1.5 FTE Engineering Technicians. The Maintenance Team is led by a Public Works Superintendent and oversees maintenance operations for the streets, parks, and facilities.



Opportunities and Challenges

The next Public Works Director will be presented with a number of known challenges and opportunities in which to excel, including:

- As a relatively new City, having only incorporated in 1980, the existing road infrastructure that was inherited at the time of incorporation was in place. Approximately 40% of the roads in the City are unpaved. The remaining asphalt roads are in poor condition with an overall Pavement Condition Index of 37. The City of Clearlake is executing a 10-year Pavement Plan to address this issue with significant, dedicated funding and strong support from the City Council and City Management.
- Voters recently passed a one-cent sales tax measure, Measure V, which provides dedicated funding that is restricted to the repair and upkeep of existing roads. The first full-year revenues from Measure V were over \$2 million, outperforming the estimate of \$1.7 million and are projected to be nearly \$2.5 million in FY 18-19. Combined with Senate Bill 1 revenues of approximately \$600,000, substantial monies have been made available to deliver significant improvements to the streets in Clearlake. Recent acquisitions in the Public Works Department include \$1 million in new grading equipment for the unpaved roadways and the recent purchase of \$300,000 in new asphalt maintenance equipment. Grant funding has also provided \$500,000 for fire mitigation and stormwater maintenance activities.
- The City of Clearlake has acquired property to relocate the Public Works Department's corporation yard. The new Public Works Director will have the opportunity to be involved in the design and construction of the new facility. Funding for this project has already been secured.

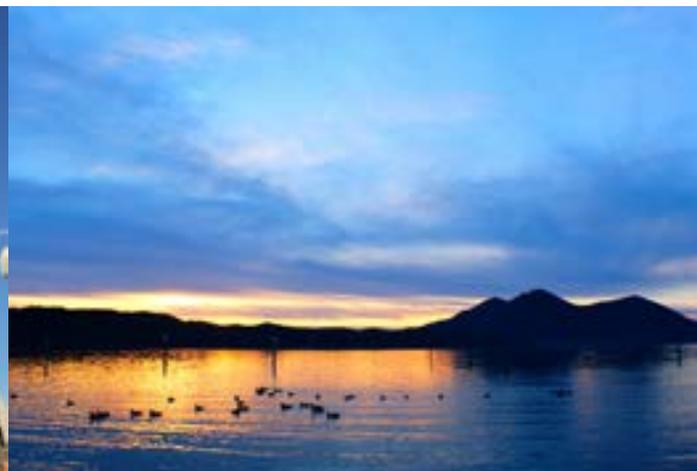
- Two major park rehabilitation projects, Austin Park and Highlands Park, have also been funded and will radically transform these signature parks for the City. The next Public Works Director will have significant involvement in these projects and the ongoing maintenance of the Parks.

The Ideal Candidate

The next Public Works Director must be experienced, dedicated, and driven to improve the infrastructure for the City of Clearlake. The following traits will be key ingredients for success:

- A strong background in streets is sought, since water and sewer functions are provided by special districts. Aside from streets, the City of Clearlake does have responsibility for stormwater infrastructure. Additional experience in planning and building inspection would be useful in this role.
- A leadership style that is inclusive and aims to develop employees through coaching and training will be successful and well received.
- Prior experience and working relationships with CalTrans are desired, as the City has been very successful in working with the agency to secure resources. Related, specific experience in acquiring and monitoring grants is very important.
- With significant resources available to deliver projects, it will be incumbent that the Public Works Director has the ability to drive projects to successful completion on schedule and demonstrate the value of the Measure V election by the citizens.

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Experience, Education, and Training

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be with five years of increasingly responsible public works experience, including two years of administrative and supervisory responsibility. A Bachelor's degree in a related field is preferred.

License and Certification

A valid California State Driver's License is required. Registration as a Professional Engineer in the State of California is preferred, but not required.

Compensation

The salary for this at-will executive position will be up to \$120,000, depending on qualifications. Additionally, the selected candidate will enjoy an excellent benefits package including CalPERS retirement (2% at 55 for "Classic" members and 2% at 62 for PEPRA) and 100% employer paid health insurance. The City of Clearlake will provide \$5,000 for relocation and housing expenses for the selected candidate. The selected candidate will enjoy living in a beautiful, lakeside environment with a priceless quality of life.

How to Apply

Interested candidates should **apply immediately**. Electronic submittals are strongly preferred to Ralph Andersen & Associates at apply@ralphandersen.com and should include a compelling cover letter and a comprehensive resume.

Top candidates may be asked to complete a written supplemental questionnaire to elaborate on areas of expertise and demonstrate their ability to communicate effectively.

This recruitment will be handled with strict confidentiality. References will not be contacted until mutual interest has been established. Confidential inquiries are welcomed and should be directed to Mr. Greg Nelson, Ralph Andersen & Associates, at (916) 630-4900. Interested candidates are encouraged to submit materials early for maximum consideration.

