

HAYWARD

California



Assistant Public Works Director - Utilities

RECRUITMENT SERVICES PROVIDED BY RALPH ANDERSEN & ASSOCIATES



THE OPPORTUNITY

The City of Hayward is excited to announce a recruitment for the position of Assistant Public Works Director - Utilities. The Hayward City Council has established four guiding principles that guide City action: Safe, Clean, Green, and Thrive – a high priority on sustainability, making this position especially prominent.

COMMUNITY PROFILE

Strategically located on the thriving eastern shore of the San Francisco Bay, the City of Hayward (population 161,000 in 64 square miles) has steadily grown, developed, and continued to reinvent itself since its beginnings in the 1800s.

The Bay Area is a hive of technological innovation, and Hayward is in the center of it all: 25 miles southeast of San Francisco, 14 miles south of Oakland, 26 miles north of San Jose, and connected directly to Silicon Valley by the seven-mile Hayward/San Mateo Bridge and a short leg of I-880. With three international airports within 25 minutes, its own executive airport, two BART stops, and a central Amtrak station, Hayward is perhaps the most connected city in the region.

Today, Hayward is on the cusp of yet another evolution, leveraging its unparalleled location, relative affordability, and a wide range of quality of life benefits to catch the eye of everyone from Fortune 500 companies to young professionals, families, tech startups, and major developers.

Routinely billed as the second-most diverse city in the state of California and the third-most nationally, Hayward boasts a vibrant mix of cultures and customs. A wide range of community-wide events supported by volunteers and civic organizations provide countless opportunities to unify residents in a celebration of community spirit. Hayward is also rich in cultural facilities and prominent heritage sites. Museums, theatres, galleries, and displays of public art are plentiful, highlighted by the City's Japanese Garden, the Douglas Morrison Theatre, the Hayward Area Center for History and Culture, and numerous art galleries. The City is rich with public art as well, headlined by its nationally recognized mural arts program. These elements form a rich tapestry in Hayward's historic downtown, a resurgent food and entertainment hub with excellent transit connectivity.

With many other attractive qualities – California State University, East Bay; a modern City Hall adjacent to BART; historic downtown buildings; a PGA-stop championship golf course; an ideal climate; and easy access to the rest of the Bay Area – joining the City of Hayward's executive team is a unique opportunity within the public sector: a chance to exercise innovative leadership and an opportunity to continue the tremendous forward momentum of one of the Bay Area's most dynamic cities.

THE CITY OF HAYWARD

The City of Hayward was incorporated in 1876 as a Charter City. Operating under the Council/Manager form of government, the Mayor is directly elected, and six Council Members are elected for alternating, four-year terms. In keeping with its status as an established but growing community, the Hayward City Council has focused its priorities on maintaining and enhancing neighborhoods and quality of life and preparing the community for the future.

The Mayor and Council appoint the City Manager, City Clerk, and City Attorney. The City Council and management staff place a premium on a team management approach, quality customer service, innovation, accountability, and cost-effective service delivery in meeting the needs of each neighborhood and the community.

Recently named an All-America City in 2016, Hayward counts itself amongst an elite group of cities nationwide recognized for the strides made by community groups and local governments to tackle key issues such as hunger, homelessness, and health care access.

With a workforce of over 890 full-time employees and an operating budget of \$315 million and \$152 million capital budget, the City provides a full range of services to its residents. City Departments include: City Attorney's Office, City Clerk's Office, City Manager's Office, Development Services, Finance, Fire, Human Resources, Information Technology, Library & Community Services, Maintenance Services, Police, Public Works: Transportation and Engineering, and Utilities and Environmental Services.

THE UTILITIES DIVISION

The Utilities Division is the largest and most varied in the Public Works & Utilities Department. The Division is staffed with 90 employees of the overall 158 in the Department. Reporting to the Assistant Director are the Water Pollution Control Facility Manager, Utilities Operations & Maintenance Manager, Water Resources Manager, and Development Review Specialist. Operating as enterprise funds, the Water and Wastewater operating budgets are \$51.2 million and \$24.4 million, respectively.

THE POSITION

Under general direction of the Director of Public Works, this position plans, directs, supervises, and reviews the activities, projects and programs in the Utilities Division and is responsible for all Utilities Division activities, including water distribution, wastewater collection and treatment, recycled water, and groundwater.

OPPORTUNITIES AND CHALLENGES

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

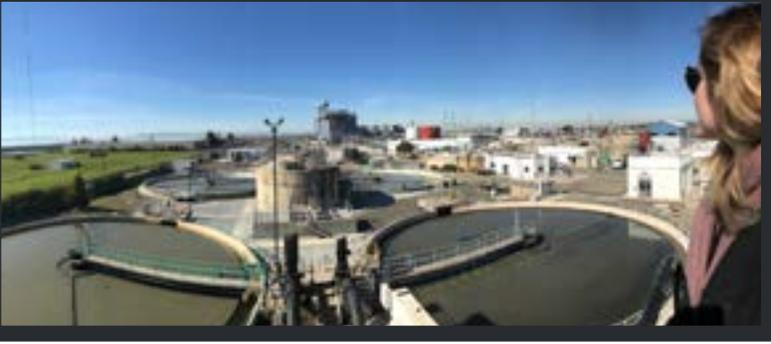
- In coordination with the East Bay Municipal Utilities District (EBMUD) and the Alameda County Water District, the City is working to develop a jointly prepared groundwater sustainability plan that covers the entire East Bay Plain Subbasin.
- The City's recycled water program includes approximately 8 miles of distribution pipeline. Customers are just beginning to come online and there are plans for additional expansion.
- The wastewater collection and treatment infrastructure is in good condition, with ongoing capital projects to maintain the systems. The City has committed to a project in approximately five years that will involve between \$60-\$100 million in investments to manage nutrients discharged into the Bay.
- The next Assistant Director will represent Hayward in an area with many effective regional collaborations through both formal associations and Joint Powers Agencies, as well as informational relationships with regional partners. The next Assistant Director will play a key leadership role in this capacity to represent the City of Hayward.

THE IDEAL CANDIDATE

The ideal candidate will be an experienced utilities manager with strong technical and professional skills applied daily in the oversight of major municipal utilities that include water distribution, wastewater collection and treatment, recycled water, and ground water. The Assistant Director of Public Works - Utilities is expected to be a personable and fiscally astute leader with a firm commitment to excellent service, regulatory compliance, staff development, and community responsiveness. Having experience developing capital and operating budgets is highly desirable. In Hayward, a high priority is placed on customer service for all its residential, developers, and other commercial customers. The ideal candidate will have a customer service mindset and the ability to permeate that culture throughout the organization.

hayward-ca.gov/your-government/departmentspublic-works-utilities





QUALIFICATIONS

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: A Bachelor's degree in civil, mechanical, or environmental engineering from an accredited college or university. A Master's degree in a similar field is desirable.

Experience: Five years of progressively responsible supervisory and administrative experience as a senior-level engineer or related field with a focus on water resources, water distribution or wastewater collection and treatment, including three years at the management level.

Certificate: Registration as a Professional Engineer (PE) in the State of California, at the time of appointment.

COMPENSATION

The salary for this executive position is \$170,123 - \$206,835 (effective January 1, 2021), with placement within the range dependent upon qualifications. Additionally, the selected candidate will enjoy excellent benefits including:

CalPERS Retirement System: All eligible employees become members of the California Public Employees Retirement System (CalPERS). This program provides 2.5% @ 55 years of age for CalPERS classic members (11% employee contribution) and 2.0% @ 62 for

CalPERS new members (9.25% employee contribution). The City does not contribute to Social Security.

Annual Leave: Vacation accrual of up to five weeks (negotiable, depending on experience); up to 14 days of management leave; 14.5 paid holidays; and sick leave at 12 days.

Insurance: The City offers excellent benefits for its employees including medical, dental, and vision coverage, in addition to short and long-term disability coverage.

Other Benefits: The City offers an Employee Assistance Program. Employees can also elect enrollment in deferred compensation, VEBA, and/or Pre-Paid Legal.

HOW TO APPLY

This is a confidential process and will be handled accordingly throughout the various stages of the process. Candidates should be aware that references will not be contacted until mutual interest has been established.

All interested candidates should **apply immediately** to Ralph Andersen & Associates by sending a compelling cover letter and a comprehensive resume to apply@ralphandersen.com. Preliminary video screening interviews will be followed by a comprehensive interview process once a pool of highly qualified candidates has been established. Additionally, a supplemental questionnaire may be required with responses to specific questions.

For further information or questions on the recruitment process, please contact Ms. Heather Renschler at (916) 630-4900. Confidential inquiries are welcomed. Or to pre-schedule a discussion send an email to scheduling@ralphandersen.com.

**The City of Hayward is an
Equal Opportunity Employer.**

