

CITY OF HUNTINGTON BEACH, CALIFORNIA

# Director of Public Works





## THE COMMUNITY

The City of Huntington Beach is located in northwestern Orange County 35 miles southeast of Los Angeles and 90 miles northwest of San Diego. The City encompasses 28 square miles of land and 26 square miles of water, making it the 24th largest city in California. With a population of about 202,265 residents, Huntington Beach is the fourth largest populous city in Orange County.

Known as “Surf City,” Huntington Beach features nearly 8.5 miles of spacious beaches. The City hosts an annual visitor population of over 4 million people, especially during the summer, and features numerous large-scale special events, surf competitions and festivals. Even with its swell of visitors, Huntington Beach has been listed for decades as among the FBI’s safest cities in the nation. In 2019, WalletHub ranked Huntington Beach as #5 in their “Top Ten Happiest Cities in the US.”

Huntington Beach has one of the largest recreational piers in the world and has the longest concrete pier in California. The City is home to a thriving beach community and is consistently named as one of the top ten beaches in California. Running parallel to Pacific Coast Highway and just steps from the ocean is an eight-mile strand perfect for biking, inline skating, jogging, or a leisurely stroll.

Huntington Beach boasts a wide variety of municipal amenities. It has a world-class Central Library with four branch libraries. The City’s park system includes 76 public parks (including a dog park), riding stables, and the largest city-owned and operated regional park in Orange County — the 356-acre Huntington Central Park. Residents enjoy five recreation centers (including a senior center), three miles of equestrian trails, two golf courses, 72 tennis courts, a marina, and a protected wildlife preserve.

Huntington Beach draws some of the largest crowds in the world for its popular events, including the U.S. Open of Surfing, Van’s World Championship of Skateboarding, AVP Pro Beach Volleyball, the Surf City Marathon, and the Great Pacific Air Show. It’s also home to the International Surfing Museum, the Surfing Walk of Fame, the *Bolsa Chica* Ecological Reserve, and the Huntington Beach Art Center.

The community’s 35 elementary schools and five public high schools frequently receive local, state, and federal awards and honors, including recognition as California Distinguished Schools and National Blue Ribbon Schools. Golden West College, a community college, is also located in the City. Orange Coast College; the University of California, Irvine; and California State Universities at Long Beach and Fullerton also provide convenient proximity to higher education.

Huntington Beach is an extremely diversified business community. No single business or industry dominates the local economy, which supports leading commercial, industrial, and recreational industries with a diverse economic base from tourism and leisure to aerospace, high technology, and manufacturing.

To learn more about the City of Huntington Beach, please visit [www.huntingtonbeachca.gov](http://www.huntingtonbeachca.gov).

## CITY GOVERNMENT

Huntington Beach was incorporated as a Charter City in 1909 and operates under the Council/Manager form of government. A seven-member City Council serves as the governing body. Members are elected at-large to four-year overlapping terms. City Council members are limited to two consecutive terms. The City Attorney, City Clerk, and City Treasurer are also elected and serve four-year terms. The Mayor and Mayor Pro-Tem roles are designated on a rotating basis.

The City’s 12 major departments include the City Attorney, City Clerk, City Treasurer, City Manager, Community Development, Community Services, Finance, Fire, Information Services, Library Services, Police, and Public Works. The City is supported by 986.25 FTE and a General Fund budget of \$231.6 million (total budget \$381 million). Huntington Beach maintains a “AAA” credit rating.

### One HB One Team, One Focus, One Goal...

#### One Team

We are one team... working together to serve the people of Huntington Beach exceptionally to inspire pride in our community.

#### One Focus

We have one focus... to stay fanatical about achieving municipal excellence by being active caretakers of our unique, people-centric HB culture.

#### One Goal

We have one goal... to ensure that HB continually improves its standing as a premier coastal community as measured through the health of our people, our organization, our infrastructure, and our community.





## PUBLIC WORKS DEPARTMENT

Huntington Beach's Public Works Department delivers a wide range of vital services to the community as well as other internal departments. With the assistance of 207 FTE, Public Works is responsible for the planning, construction, operation, and maintenance of City-owned infrastructure, including buildings, streets, parks, landscaping, flood control, beach facilities and utilities. The Department also operates and maintains essential services such as water, sewer, drainage, and traffic control systems 24 hours-a-day. The Director will oversee an annual operating budget of \$112.6 million and a FY 2019-20 CIP of \$46.6 million. The City Charter requires that 15% of General Fund revenues be spent on infrastructure based on a five-year rolling average.

The Department currently consists of six divisions that are each comprised of several sections:

- **Administration Division:** Provides general planning and management, policy direction, and program evaluation for the Department
- **Engineering Division:** Construction, Design, and Development Engineering; Water and Sewage and Storm Water Quality, Capital Project Section
- **General Services Division:** Code Enforcement, Fleet Maintenance, Facility Maintenance
- **Maintenance Operations Division:** Maintenance Administration, Landscape Maintenance, Tree Maintenance, Street Maintenance, Beach Maintenance
- **Transportation Division:** Traffic Engineering, Signal and Lighting Maintenance, Signs and Markings Maintenance
- **Utilities Division:** Water and Sewage Administration, Water Production/Quality, Water Distribution/Meters, Wastewater

## THE IDEAL CANDIDATE

The City of Huntington Beach is seeking a future-focused public works professional with a relentless passion for excellence. The ideal candidate will be excited about the opportunity to lead a multi-faceted department in one of the nation's most desirable, premier coastal communities. Considered a visionary in the industry, this individual will have

a reputation for advancing activities that support a collective vision and enhance community pride.

An inspiring and hardworking leader who has mastered the art of helping others see what's possible, the ideal candidate will be of the highest integrity and considered a role model in the profession. This person will have the ability to approach day-to-day operations with an optimistic can-do attitude and a constant eye toward results and continuous improvement. Familiarity with technology and tools that support contemporary business practices and maximum efficiency, coupled with a track record that reflects data-driven decision making and the delivery of exceptional outcomes, will be expected. Proven success with modernizing systems and processes and other significant change efforts will also be considered favorably.

The individual selected will be a unifying mentor and team builder who prioritizes people and the needs of the team above personal ambitions. Known for being enthusiastic about people and their work, this person will also be an outstanding people manager capable of fostering an inclusive culture that is also characterized by high standards, accountability, and trust. The ideal candidate will be a highly engaged and motivating manager who is generous with recognition and feedback, and supportive of innovation and problem solving at the lowest level. This person will know how to foster healthy internal debates to arrive at the best outcomes as one cohesive team.

Driven by an obsession for the delivery of exceptional outcomes, the ideal candidate will convey a sophisticated understanding of external as well as internal customer needs and concerns. This individual will exhibit tremendous initiative and have a history that demonstrates the ability to address challenges with courage and confidence. Department heads in Huntington Beach are expected to be resilient problem solvers and have an admirable ability to adapt while maintaining forward momentum.

Competitive candidates will possess at least five (5) years of experience in public sector management, preferably in public works, and a Bachelor's degree in Public or Business Administration, Engineering, or a related field.





An impressive and consistent performance record of capital project management and delivery will also be expected. Previous or current experience in a comparable organization will be considered favorably. A combination of public and private sector experience is acceptable.

## COMPENSATION & BENEFITS

The salary range for the Director of Public Works is **\$168,105 - \$208,270**, and placement within this range is dependent upon qualifications and experience. The City of Huntington Beach also offers an attractive benefits package that includes:

**Retirement** – The City participates in the California Public Employees Retirement System (CalPERS) under a 2.5% @ 55 Miscellaneous benefit formula for Classic Members; Members contribute the 8% employee share. New Members are under a 2% @ 62 miscellaneous benefit formula and contribute a 6.25% employee share. The City does not pay into Social Security; however, all employees pay 1.45% towards Medicare.

**Insurance** – Health (medical/dental/vision), life, and disability insurance is provided by the City. IRS Section 125 medical and dependent care reimbursement plan (FSA) is available.

**Deferred Compensation** – Two voluntary deferred compensation 457 plans available.

**Group Life Insurance** – The City offers \$50,000 of life insurance coverage, with employee option to purchase additional life insurance.

**General Leave** – General leave with pay of 176 hours per year is granted to regular employees. Additional general leave hours are earned after four years of service, up to 256 hours after fifteen years' service.

**Executive Leave** – 80 hours per calendar year.

**Holidays** – Ten paid holidays are provided per calendar year.

**Flexible Spending Accounts** – Available where employees use pre-tax salary to pay for regular childcare, adult dependent care, and/or medical expenses.

## APPLICATION & SELECTION PROCESS

The closing date for this recruitment is midnight on **May 25, 2020**. To be considered for this opportunity, upload cover letter, resume, and list of six professional references using the "Apply Now" feature at **[www.tbcrecruiting.com](http://www.tbcrecruiting.com)**.



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Following the closing date, resumes will be screened in relation to the criteria articulated in this brochure. Applicants with the most relevant qualifications will be granted preliminary interviews by one of the consultants. Candidates deemed to be the best qualified will be invited to interview in Huntington Beach **mid-June, and may be conducted virtually, pending COVID-19 shelter in place restrictions**. The City Manager anticipates making an appointment shortly thereafter, following the completion of thorough background and reference checks. Please note that references will not be contacted until the end of the process and, at that time, will be done so in close coordination with the candidate impacted. *The City of Huntington Beach reserves the right to alter the interview and selection process in response to the evolving impacts of the COVID-19 virus.*

