

# PUBLIC WORKS DIRECTOR



City of  
**Mountain  
View**





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## THE COMMUNITY

Nestled between the Santa Cruz Mountains and San Francisco Bay, Mountain View is a diverse community with an estimated population of 83,601. Mountain View covers just over 12 square miles, featuring over 1,000 acres of park and wildlife areas, including the 750-acre wildlife and recreation area called Shoreline at Mountain View. In the heart of Silicon Valley, Mountain View is home to an attractive downtown and headquarters to many nationally and internationally known corporations, including Google, Microsoft, LinkedIn, Intuit, and other major technology companies, along with a thriving small business sector. While leading the region in innovation and ideas, Mountain View remains committed to the values of strong neighborhoods and community involvement.

The City of Mountain View prides itself on providing exceptional public services and facilities that meet the needs of a caring and diverse community in a financially responsible manner. In the heart of the City, Mountain View's historic and active downtown offers a wide range of attractions, including a vibrant restaurant and shopping scene, cultural events, concerts, and a weekly farmers' market. The Civic Center, built around Pioneer Park, has one of the finest performing arts facilities in Northern California, as well as a 60,000-square-foot, state-of-the-art Library.

Mountain View's 44 City parks and extensive trail system provide an array of opportunities for recreation and active living. Shoreline At Mountain View is a regional park with stunning views along San Francisco Bay, featuring an 18-hole golf course, sailing lake, restaurant, and 9.7 miles of trail. Shoreline Amphitheatre boasts an exciting concert season bringing top-name performing artists to Mountain View.

The City has an impressive safety record and is regarded as one of the safest and best places to live and work in the Bay Area. The community is served by excellent public and private schools and is in proximity to some of the best universities in the nation, including Stanford, Santa Clara University, UC Berkeley, UC Santa Cruz, San Jose State, and Carnegie Mellon-West.

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## CITY GOVERNMENT

The City of Mountain View is a forward-thinking, full-service city operating under the Council/Manager form of government. The seven Councilmembers are elected at large for four-year terms that are staggered, with elections held in even-numbered years. The Mayor and Vice Mayor rotate every year among the Councilmembers. Mountain View City Council has a well-earned reputation for demonstrating good governance, embracing innovation, taking the lead on challenging regional and state policy issues, working together with civility, and treating members of the community and City staff with respect and appreciation. The Council has adopted a Strategic Roadmap to guide the City through the current fiscal year, focusing on seven priorities: Community for All, Intentional Development and Housing Options, Mobility and Connectivity, Sustainability and Climate Resiliency, Livability and Quality of Life, Economic Vitality, and Organizational Strength and Good Governance.

The City Council appoints the City Manager, who implements the strategic direction and manages the day-to-day operations of the City government. The City Council appointed Kimbra McCarthy as City Manager in March 2020. Under her leadership, the City organization has gone through a positive transformation with a specific focus on enhancing the excellent organizational culture, fostering effective governance, and embracing a continuous improvement mindset. City Manager McCarthy has increased the organization's staffing levels and empowered employees to take bold and strategic steps to evolve the organization and implement unprecedented new programs to serve the Mountain View community.

Mountain View's sound fiscal practices, strong budget discipline, and diversified

revenues, have allowed the City to maintain its AAA credit rating and helped it to remain resilient in the face of economic uncertainty. In fiscal year 2024-25, the City is supported by an all-funds budget of \$541.6 million, with over 709 employees citywide. The City is very intentional regarding maintaining a robust and vibrant organizational culture. This demanding yet rewarding environment is suitable for professionals who are at, or striving to be, at the top of their game as this mid-size city performs more like a larger metropolitan municipality.

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## PUBLIC WORKS DEPARTMENT

The Public Works Department plans, designs, reviews, constructs, operates, maintains, and improves the City's infrastructure, facilities, streets, utilities, fleet, property, and equipment; administers the City's Solid Waste Management, Real Estate Management, and Public Works Grant programs; provides traffic engineering and transportation planning services; and permits private developments in the public right-of-way. Supported by 149 team members and an FY 2024-25 budget of \$123 million, the Public Works Department is organized across three divisions, which include: Transportation and Business Services, Engineering, and Public Services.

The Department's crews, technicians, engineers, planners, managers, and other staff are proud of their contributions in making Mountain View such a great place to live, work and visit. Public Works Department staff play a key role in Building the Mountain View of Tomorrow, with many priority initiatives underway or planned for the coming year, including the projects highlighted on the next page.

Retiring Public Works Director Dawn Cameron has built a strong team culture based on respect and cooperation. She leaves the Department in a great place with talented leadership and a supportive and collaborative work environment. The Department consistently ranks among the highest on the City's employee engagement survey.

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## Building the Mountain View of Tomorrow

Services, Sustainability, Mobility, Safety

- Complete Green Streets
- Magical Bridge Playground
- Castro Street Pedestrian Mall
- New City Parks
- New Public Safety Building
- Fleet Electrification Plan and Implementation
- Caltrain Grade Separation Projects
- Recycled Water System Expansion
- Zero Waste Plan Implementation
- Vision Zero Plan
- Active Transportation Plan
- Sea Level Rise Capital Projects
- Systems, Process, and Technology Modernization for Utilities, Streets, Facilities & Capital Projects

## THE IDEAL CANDIDATE

Mountain View seeks an experienced, forward-thinking public works professional with outstanding interpersonal and communication skills. This strategic leader will be knowledgeable about capital project management, transportation planning, infrastructure maintenance, sustainability and resiliency, and creative funding strategies. As a collaborative team member, they will have a citywide focus and value strong working relationships with departmental management and staff, other city departments, and outside agencies to deliver high-quality projects and services for the community. With exceptional management and supervisory skills, they will have proven success mentoring and leading a high-performing team and maintaining a vibrant and supportive work culture. The future Director will enjoy working in a fast-paced, dynamic environment with the ability to manage competing priorities and successfully organize a heavy workload. With an ambitious Capital Improvement Program of over 300 current projects, the successful candidate will also bring exceptional project management skills to prioritize and optimize project delivery to align with city priorities and funding availability.

### **Collaborative Leader with a Citywide Perspective**

The successful candidate will be a unifying leader and team-builder who is

committed to maximizing the potential of their team and colleagues. As a skilled supervisor, they will take pride in developing and mentoring staff to retain a strong workforce and ensure outstanding department performance. The new Director will be a motivating and inclusive manager capable of creating momentum around an ambitious work plan and working effectively with colleagues across the organization to achieve the City Council's and community's vision for Mountain View. As a customer-centric professional, they will demonstrate a responsive style aimed at providing residents and the City organization with outstanding service. With an empathetic and respectful approach, they will have proven success in gaining the trust and confidence of community members, elected officials, and City staff.

### **Strategic Thinker and Creative Problem Solver**

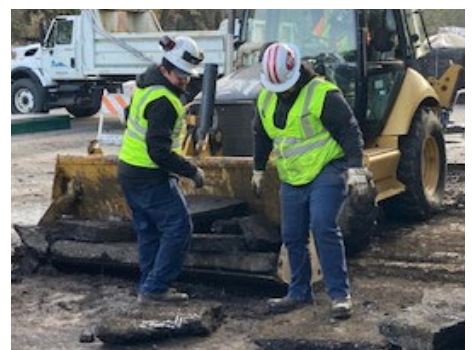
This visionary and strategic leader will be able to bring a diverse team together to focus on the City's long-term goals and objectives while maintaining an eye on immediate day-to-day operations and needs. As a forward-thinking professional, they will have a broad public works background and knowledge of best practices and technology that can enhance service to the community, project delivery, and sustainability efforts. This contemporary public works manager will be familiar with the latest asset management, work order management, and CRM technology and bring prior experience upgrading or implementing similar systems. The successful candidate will be

an open and inclusive executive who values diverse perspectives in decision-making and encourages staff to think creatively to explore alternative approaches to challenging problems.

### **Approachable and Trusted Advisor**

The ideal candidate will be an experienced professional with effective communication and interpersonal skills who excels at relationship building. They will be an excellent people manager with high emotional intelligence energized by engagement with team members, colleagues, elected officials, and community representatives. As a collegial and collaborative partner, the Director will form strong working relationships with fellow team members and regional partners and have proven success in gaining the trust and confidence of community members, elected officials, and City staff. Exceptional written and oral communication skills will be essential to this executive's success in preparing and delivering numerous public presentations and serving as the public face of the Department. This hands-on executive will be accessible and flexible, ready to lean in where needed to meet critical deadlines and support the spirit of collaboration amongst the high-performing Executive Leadership Team. This politically astute advisor will be approachable and serve as a trusted confidant and sounding board for the City Manager, department heads, and staff.

This position requires five years of increasingly responsible experience managing public works operations and capital improvements, at least three of which have been at a supervisory or management level. A Bachelor's degree in engineering, public administration, or a related field is required. Completion of a Master's degree in a related field is highly desirable.





## COMPENSATION & BENEFITS

The standard salary range for this position is \$231,986 - \$289,957, with the ability for the City Manager to consider compensation up to \$318,952. Salary growth after appointment is in accordance with pay-for-performance plan and increases may be awarded annually for meritorious performance. The City also offers a highly competitive benefits package that includes the following:

### **Flexible/Hybrid Work Schedule:**

Flexibility will be offered for telecommuting or alternate work schedules after the successful candidate is established in the position.

**Retirement:** 2.7% at 55 years of age for CalPERS classic members and 2% at 62 for CalPERS new members; employee contribution to CalPERS is 11.5% for classic members and 10.5% for new members for fiscal year 2024-25; with no Social Security deduction.

**Special Pay:** \$595 per month.

**Vacation Leave:** Up to 24 days annually, depending on years of public service. Annual vacation cash-out program available.

**Sick Leave:** Accrues 12 days per year. An additional 8 hours of vacation leave is granted for each quarter when sick leave is not used.

**Management Leave:** Accrual up to 15 days per fiscal year (120 hours); paid out at the end of fiscal year if not used.

**Deferred Compensation:** A deferred compensation plan is available for voluntary employee contributions.

**Wellness:** Wellness minded culture includes access to an onsite employee gym and incentive pay for participating in the City's wellness program.

**Paid parental Leave:** Up to 8 weeks paid leave for the birth, adoption, or fostering of a child.

**Health Insurance:** The City offers a choice of four medical plans (two HMO plans, one HDHP/HSA, and one PPO) through Health Net and Kaiser. The City pays the full premium for vision coverage and full dental premiums for the employee plus a significant portion of dependent coverage. Short and long-term disability, life, and accidental death and dismemberment insurances are provided and paid for by the City.

**Commute Incentives:** Up to \$150/month City contribution for mass transit expenses, with \$10/month minimum employee contribution, and a bicycle commute incentive.

**Tuition Reimbursement:** Up to \$2,000 in tuition reimbursement for education advancement annually with a one-time opportunity for up to \$20,000 for the completion of a job-related bachelor's or master's degree or approved leadership program.

**Retiree Health Plan:** Employees can participate in a defined benefit or a defined contribution retiree health plan.

**Housing:** Low-interest loan options are available to assist with purchasing a primary residence in, or within a 10-mile radius of, Mountain View.

**Relocation:** Relocation assistance may be provided.

**Other Benefits:** City offers an Employee Assistance Program (EAP), IRS Section 125 flexible benefits and pretax childcare.

## APPLICATION & SELECTION PROCESS

The closing date for this recruitment is midnight, **Sunday, August 11, 2024.**

To be considered for this opportunity, upload a compelling cover letter, resume, and list of six professional references using the "Apply Now" feature at [www.tbcrecruiting.com](http://www.tbcrecruiting.com). This is a confidential process and will be handled accordingly throughout the various stages of the process.

**TB & CO.**

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**TERI BLACK & COMPANY, LLC**

[www.tbcrecruiting.com](http://www.tbcrecruiting.com)

Following the closing date, applicants with the most relevant qualifications will be granted preliminary interviews by the consultants. Candidates deemed to be the best qualified will be invited to participate in additional interviews and a meeting with the City Manager. The City anticipates making an appointment in a timely manner, once negotiations and background and reference checks are completed. Please note that references will not be contacted until mutual interest has been established.

