



# Engineering and Utilities Director

## CITY OF MORGAN HILL, CALIFORNIA



**PECKHAM  
&  
MCKENNEY**  
EXECUTIVE SEARCH

Peckham & McKenney  
All about fit

## THE COMMUNITY

Morgan Hill is a picturesque, vibrant, affluent residential community in Santa Clara County and home to award-winning wineries, lakes, golf courses, and many other attractions. The city was named after Hiram Morgan Hill, a San Franciscan who built a country retreat home there in 1884. Today, Morgan Hill is a highly desirable community located in Silicon Valley and known for its superb quality of life, state-of-the art recreational facilities, culinary and wine offerings and family-friendly character. It is one of the last communities in the region with a charming, small town atmosphere.

Just 15 miles inland from the Pacific Coast, Morgan Hill is surrounded by the Santa Cruz mountain range to the west, and the Diablo mountain range to the east. It encompasses nearly 13 square miles and has a population of approximately 45,000. Highway 101 bisects the city and provides north-south access. The city also is served by a Caltrain Station located in its downtown, and regional bus systems provide transit connections to destinations north and south of the community. Morgan Hill is just minutes away from the big city amenities of San Jose and a short one-hour drive to the redwood forests and beaches of Santa Cruz and the spectacular Monterey Peninsula.

Morgan Hill's ideal Mediterranean climate and abundance of parks and open space offers the opportunity for year-round recreational activities, including cycling, golfing, swimming, and boating. The beautiful tree and grass-covered hills surrounding the community contain numerous hiking trails. Residents and visitors enjoy world-class recreational facilities such as the 54,000 sf Centennial Recreation Center with over 15,000 members, and the Outdoor Sports Center, which hosts over 20 events per year, drawing over 400,000 local, regional, and national visitors for soccer, lacrosse, football, rugby, field hockey, and Ultimate Frisbee. The Aquatics Center hosts over 15 meets per year and draws over 60,000 visitors for summer recreation swim meets.

Downtown Morgan Hill is also the South Silicon Valley culinary and entertainment mecca with more than 30 restaurants offering diners wonderful selections for any palate. The historic downtown offers charming boutiques, a year-round Farmers' Market, and special events and festivals that attract 250,000 visitors each year. Popular events such as the Mushroom Mardi Gras, the Fourth of July Parade, and the Taste of Morgan Hill are family favorites. There are also art walks, brew crawls, and wine strolls throughout the year. The downtown renaissance includes new restaurants, parks, boutique hotel, and unique public art.

Morgan Hill's location makes it very accessible to the numerous, world-known universities and institutions located throughout the Silicon Valley, such as Santa Clara University, Stanford University, San Jose State University, and University of California, Berkeley. Morgan Hill also has a Gavilan College campus.



## THE ORGANIZATION

Incorporated in November 1906, Morgan Hill is a general law city with a council-manager form of government. Four City Council members are elected in municipal elections to four-year terms. The Mayor is directly elected to serve a two-year term. In addition to the Council, the City Clerk and City Treasurer are also elected to four-year terms. Beginning in 2018, City Council members will be elected by district, instead of the current at-large citywide elections. The Mayor will continue to be elected at-large. The City Council appoints a City Manager to be the executive head of city government.

The City employs approximately 195 employees and has a Fiscal Year 2017-2018 operating budget of \$97.2 million and a total Capital Improvement Program of \$28.9 million. The City is a full-service city and provides a variety of municipal services including: police, engineering, facilities, parks and recreation, and water and sewer. General government activities also include city administration, finance, legal services, and community development (planning, building, and housing services). Fire protection is provided through a contract with CAL FIRE. Household waste disposal and recycling are provided by Recology South Valley.

### SUSTAINABLE MORGAN HILL VISION

MORGAN HILL IS A SOCIALLY RESPONSIBLE, ENVIRONMENTALLY CONSCIOUS, AND ECONOMICALLY SOUND COMMUNITY THAT EMBRACES INCLUSIVENESS WITH PARTICIPATION BY ALL.

The City Council is committed to providing high quality and sustainable services. Fundamental to the City Council's success are the ongoing priorities of:

- Enhancing Public Safety
- Protecting the Environment
- Maintaining Fiscal Responsibility
- Supporting Our Youth, Seniors, and Entire Community
- Fostering a Positive Organizational Culture
- Preserving and Cultivating Public Trust
- Preserving Our Cultural Heritage

In addition to the City Council's ongoing priorities, five strategic priorities were identified by the City Council for 2017:

- High Speed Rail
- Inclusiveness
- Infrastructure
- Regional Initiatives
- Telecommunications

To learn more about the City of Morgan Hill, please visit <http://www.morgan-hill.ca.gov>. On the City's website you will find additional information pertaining to Sustainable Morgan Hill, the City Council's ongoing priorities, as well as the five 2017 Strategic Priorities.

## CITY OF MORGAN HILL CORE VALUES

- Customer Service
- Innovation
- Professional Growth
- Meeting Challenges
- Teamwork

## THE POSITION

The new Engineering and Utilities Director, reporting directly to the City Manager, will join a very high-performing team and progressive organization. The City has a fun, team-oriented culture in which teammates enjoy a wide range of

activities that are offered throughout the year. It is expected that the new Director will be a visionary, proactive leader, one who is willing to coach, mentor, and train those who work with them. The ideal candidate will be experienced in long- and short-range planning, innovative funding, and organizational development, as well as being effective in communicating the City Council's and City Manager's vision to all teammates in the department as well as a variety of audiences. The Director will provide leadership for over 40 full-time teammates, acknowledge the value of the team's experience and knowledge, and work toward moving the department to the next level.

Excellent verbal and written communication skills are critical to be successful in this position and the Director must be comfortable and skilled in working with the community, regional agencies, contractors, and a diverse team. The Director will also be visible and accessible within the organization by practicing a management style of interacting and meeting with the team on a regular basis at the wide variety of work sites and facilities within the City. The Director will also facilitate rapport and relations between the two divisions in the department (Engineering and Utility Services) and with the other departments in the City. Outside the department, the Director is expected to interact significantly with several regional agencies, including the City of Gilroy, Santa Clara County, Santa Clara Valley Water District, Valley Transportation Authority, and the Municipal Public Works Officers group.

## EDUCATION AND EXPERIENCE

A Bachelor's degree in Civil Engineering, Public or Business Administration, or a related field is required, as is substantial professional experience in public works-related engineering or utilities with at least five years experience with a governmental agency that has included management of professional, technical, and support staff. A Master's degree in civil engineering is desired, but not required. Registration as a Professional Civil Engineer in the State of California is required.

The ideal candidate will have proven management and leadership abilities as well as experience operating water and wastewater systems and considerable experience delivering complex capital projects. Experience in contract administration, budgeting, performance measurement, preventative maintenance, and asset management programs is desirable. The successful candidate will possess a customer service orientation and a desire to work in a collaborative, team-orientated environment, and will foster a supportive and fun work environment.

## COMPENSATION AND BENEFITS

The annual salary range for the Engineering and Utilities Director is \$148,752 to \$190,656, plus a City-paid deferred contribution of 3% of base salary. Alternately, the selected candidate can choose to have the deferred compensation added directly to their salary (range up to \$196,380). In addition, the



selected candidate may be eligible for a 2.5% performance pay after one year of service.

The City offers an attractive benefits package including the following central provisions:

**RETIREMENT.** California Public Employee's Retirement System 2.5% @ 55 plan for qualified "classic employees" as defined by CalPERS; 2% @ 62 plan for others.

**MEDICAL AND DENTAL INSURANCE.** The City provides medical and dental insurance for employee and dependents; up to \$1,864.36 per month (depending on number of dependents).

**LIFE AND STD/LTD.** \$250,000 city-paid life insurance coverage; short-term and long-term disability insurance; employee assistance plan.

**VACATION.** 120 hours per year; increasing to 160 hours per year after five years of service.

**ADMINISTRATIVE LEAVE.** 72 hours per fiscal year; prorated at time of hire.

**LEAVE CASH-OUT.** Up to 120 hours combined vacation/administrative leave may be cashed out each year.

**SICK LEAVE.** 12 days per year; sick leave cash out in December for 25% of earned but unused sick leave for that year.

**PERSONAL LEAVE.** Two days per year; hours taken from sick leave balance.

**HOLIDAYS.** 11 holidays plus two floating holidays (plus one half-day taken either before Christmas or New Year's Day) per year.



**DEFERRED COMPENSATION.** ICMA or MassMutual 457 Plan available. City contributes 3% to 5% of salary, depending on years of service.

**CAR ALLOWANCE.** \$325 per month.

**CELL PHONE ALLOWANCE.** \$65 per month.

**FITNESS MEMBERSHIP.** Up to \$50 per month toward a Centennial Recreation Center membership or membership to another fitness facility.

**ALTERNATE WORK SCHEDULE.** Available, if desired.



## RECRUITMENT TIMELINE

Filing Deadline..... September 5, 2017

Preliminary Interviews..... September 11 through 21, 2017

Recommendation of Candidates..... September 26, 2017

Finalist Interview Process ..... October 11 and 12, 2017

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

## APPLICATION AND SELECTION PROCESS

To apply for this exciting career opportunity, please send your resume and cover letter electronically to:

Peckham & McKenney  
[apply@peckhamandmckenney.com](mailto:apply@peckhamandmckenney.com)

Please do not hesitate to contact Phil McKenney toll-free at (866) 912-1919 if you have any questions regarding this position or the recruitment process.



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