

DEPUTY PUBLIC WORKS DIRECTOR/ CITY ENGINEER

City of Newport Beach, CA





THE COMMUNITY

The City of Newport Beach is one of Southern California's most picturesque and popular beach communities. Located in the center of coastal Orange County – with Los Angeles to the north and San Diego to the south – Newport Beach offers one of the finest climates in the Nation. The City is also known for its fine residential neighborhoods, strong business community, quality school system, vast recreational opportunities, beautiful beaches, excellent dining, and world class shopping districts.

The City has a permanent population of over 86,000 residents. During the summer months, the City population can grow to more than 200,000 with daily visitors. In the heart of the City is Newport Bay, where more than 4,500 boats are docked within the harbor. The Bay and City's eight miles of ocean beaches offer outstanding fishing, swimming, surfing, and aquatic sports activities. Area schools, including the University of California, Irvine (just outside the City's border), are among the best in California. Eight other colleges are within a 30-mile radius.

A few community attractions include Crystal Cove State Park, the historic Balboa Pavilion, two ocean piers, white sandy beaches, extensive bikeways, Fashion Island/Newport Center, the Resort at Pelican Hill, plus many fine dining establishments.

THE CITY GOVERNMENT

As a charter city, Newport Beach is governed by a seven member City Council, operating under a council/manager form of government with a 2018-19 operating budget of approximately \$291 million. The City employs 726 full-time employees and over 450 part-time and seasonal employees. Newport Beach has a history of impressive financial strength with current General Fund reserves exceeding \$47 million and currently holds an AAA implied General Obligation rating with each of three major rating agencies.

THE PUBLIC WORKS DEPARTMENT

The City of Newport Beach is committed to providing and maintaining essential and high quality public infrastructure, beaches and facilities that serve as the foundation of the community. The Public Works Department is responsible for overseeing and managing a comprehensive and ambitious infrastructure improvement and maintenance program designed to meet the current and future needs of the community, enhance the quality of life of the City's residents and visitors, as well as to protect the City's physical and natural assets. Public Works has an operating budget exceeding \$40 million and a Capital Improvement Program (CIP) budget of approximately \$83 million. The CIP budget is augmented with additional encumbered on-going projects and assessment district improvements. The Department includes the following Divisions: Engineering and Transportation Services, Municipal Operations, and Administration.

The Public Works Team consists of 105 full-time, part-time, seasonal and contract employees. The department also employs and utilizes a large contingent of consultants and contractors working together with staff to accomplish the Department's mission, "Protecting and Providing Quality Public Improvements and Services."

More specifically, current Department Goals include:

- Recruit, develop, and retain the best possible team members for Public Works.
- Oversee and provide project and construction management of a large Capital Improvement Program including high priority projects such as Reconstruction of two Fire Stations and a Branch Library, Sunset View Park construction including possible two pedestrian bridges, development and construction of a new drainage pumping system on Balboa Island, major dredging of lower Newport Harbor, and Neighborhood Revitalization Improvements.

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City of Newport Beach, CA

- Continue efforts to review and update infrastructure master plans to reflect the community's goals of quality public infrastructure that are sustainable into the future with emphasis on the transportation and signal system, parks and beaches, Newport Harbor, facilities, storm water quality and environmental resources, and tidelands; and to translate the master plans into a five-year strategic plan and capital program budget.
- Oversee, manage and provide necessary and/or enhanced levels of maintenance and operation of the City's infrastructure, facilities, parks and beaches as well as the City fleet and support systems.

Continuously review and look to improve our project delivery capability and maintenance efforts, including use of project management tools and technology to assure we are optimally organized, have the most efficient processes, provide quality customer services and have the right core competencies to deliver the highest quality improvements and services on time and within budget.

THE DEPUTY DIRECTOR/CITY ENGINEER

The Deputy Public Works Director/City Engineer reports to the Public Works Director and will administer and oversee approximately 38 staff members, and all the functions of the Engineering and Transportation Services Division. The Engineering and Transportation Services Division is further broken down into Engineering, Construction Services, Transportation and Development Services, and Water Quality and Environmental Programs.

Typical areas of involvement, expertise and oversight for this position are in private property development and permitting; masterplan management and oversight; transportation, traffic planning and operations; roadway and bridge rehabilitation and construction; water, sewer and storm drain design and construction; buildings and major facility planning and construction, marine structures, facilities and dredging operations; urban runoff and storm water quality; and other civil works.

Top priorities of the new Deputy Public Works Director/City Engineer will be:

- **Capital Improvement Program** – Oversee and deliver CIP projects on time. The Department handles a work load that far exceeds the typical project load of a city of similar size. The CIP budget is about 26% of the City's overall budget.
- **Community Relations** – Continue to work closely and transparently with a very engaged and well-informed community. Represent the Department and City accordingly.
- **Project Management** – Facilitate the high volume of projects through to completion. Scheduled projects include the construction of new fire stations, park remodeling, roadway designs, and infrastructure upgrades on Balboa Island.
- **Leadership** – Connect with the positive team environment in place. Many of the staff are long-term and committed employees with high performance track records.

THE IDEAL CANDIDATE

The City of Newport Beach fosters a progressive culture supported by cutting edge technology and financial resources. The City is dynamic, responsive and fun. It seeks candidates who are dedicated, outgoing and well rounded to join its team.

The ideal candidate will have a firm understanding of advanced principles and practices of Civil Engineering including budget and expense management; management of a large and broad-based Capital Improvement Program; land development and subdivision review and permitting, Storm Meter Quality/NPDES oversight, transportation planning, traffic engineering and traffic operations. This candidate will also have the ability to manage and prioritize a high volume of projects simultaneously while staying abreast of the new trends in the field of Civil and Transportation Engineering. The ideal candidate will also have previous City Engineering experience and a proven track record of leadership, project delivery, teamwork and customer service.

Lastly, the selected candidate will be knowledgeable, calm and apolitical. This person will manage by getting out of the office, be confident when presenting to others and will be able to think things through.

Education, Certifications and Experience

This position requires a minimum of six (6) years of increasingly responsible professional public works civil engineering experience. Three (3) years supervisory experience and substantial experience in managing public works capital improvement programs, transportation engineering, and/or development services. A Bachelor's degree in Civil Engineering and possession of current licensing as a Registered Professional Engineer in Civil Engineering issued by the State Board of Registration for Professional Engineers in the State of California is required. Master's degree in Public Administration, Business Administration or a related field preferred.

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In addition, the ideal candidate will have:

- Coastal and/or marina experience.
- Experience collaborating with state and federal agencies on various projects.

COMPENSATION

The current salary range is \$172,291 to \$209,421 and starting salary will be commensurate with the selected candidate's qualifications. This position is covered by the Key & Management – Administrative Management unrepresented group, which includes the following competitive benefits package:

Retirement: California Public Employee Retirement System (CalPERS) plan, which offers reciprocity between agencies. Classic employees receive a defined benefit pension based on the 2.5% @ 55 formula. Classic tier II employees, who have been in the CalPERS system and are new to the City of Newport Beach, will receive a 2% @ 60 formula. Employees new to the City and CalPERS, and do not belong to a reciprocal agency of CalPERS, will receive the tier III formula of 2% @ 62. Employees contribute 13% of pensionable income toward retirement costs.

Cafeteria Plan: Up to \$1,725 monthly cafeteria allowance to purchase medical, dental and vision insurance

Technology Allowance: Monthly smart phone plan and equipment stipend

Flex Leave: 156 hours up to a maximum of 260 hours annually based on years of service

Administrative Leave: Up to 80 hours per calendar year at the discretion of the City Manager

Holidays: Equivalent to 12 paid holidays per year

Life Insurance: \$50,000 in City-paid coverage

Laborers' International Union of North America (LIUNA) Supplemental Retirement: Employee contributes 2.92% of pay to this plan

Retiree Health Savings (RHS) Plan: Employee contributes 1% of pay to this plan

Section 457 Deferred Compensation Plan: Optional for employee contribution

HOW TO APPLY

Please apply **on-line** by **May 10, 2019** at www.alliancerc.com. The City will hold first round candidate assessments on May 30, 2019.

The selection process will begin with a complete evaluation of the application and supplemental materials. Candidates deemed the most qualified as reflected in their application materials will be invited to an oral interview with multiple panels and/or assessment(s) that will measure the candidate's combination of experience, training, knowledge, education, skills, abilities and other characteristics.

The selected candidate will undergo an extensive background process including criminal history, credit history, driving record, military record, civil records check, past & current employers, education and reference checks.

For questions and inquiries, please contact:

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