

The City of Lompoc

Is now accepting applications for

UTILITIES DIRECTOR



"The City of Arts and Flowers"

Providing Quality Utility Services To Our Community

FINAL FILING DATE: APPLY IMMEDIATELY. OPEN UNTIL SUFFICIENT NUMBER OF QUALIFIED APPLICANTS APPLY. FIRST SCREENING JANUARY 13, 2012

Lompoc (Santa Barbara County), California / Website: www.cityoflompoc.com

City Government



The City of Lompoc is a General Law city with a Council/manager form of government. The five member City Council consists of the Mayor and four members elected from the City at large. The City Council appoints a City Administrator to be the Chief Executive Officer of the City government. They also appoint the City Attorney, commissions, boards and committees, adopt the budget, enact legislation and generally establish the basic policy for the City. The City has a staff of more than 375 full-time employees. The principal departments within the City's organization include: City Administration; Management Services; Public Works; Utility; Police; and Fire Departments. The City owns electrical generation through a

Joint Powers Agreement and is a charter member of the Northern California Power Agency. Lompoc also owns an electrical utility company which distributes electrical power within the community. In addition, as a full-service municipality, the City operates a wastewater treatment plant, water treatment plant, landfill, refuse and recycling collection, public transit services, airport, and a broadband network. The City's management team, working with the City Administrator, has a key role in the adoption of the two-year biennial budget. Fundamental to the budget, are City Department's/Division's program performance goals and objectives which determine service levels.

The Community

Lompoc is a family oriented community with public and private schools and excellent recreational programs. Lompoc's residents have chosen to locate in the community for a variety of reasons, including its small town atmosphere, peace and quiet, and excellent community services for children and family. Lompoc boasts smog free air and a temperate climate for its residents and visitors.

Lompoc is nestled at the foot of the Santa Ynez Mountains in Santa Barbara County, 155 miles northwest of Los Angeles, 55 miles north of Santa Barbara, and 270 miles south of San Francisco. Scenic Highway 1 passes directly through Lompoc providing easy access to Highway 101 and neighboring metropolitan areas. Only nine miles from the Pacific Ocean, Lompoc is one of the most reasonable housing markets among coastal cities.

Early Lompoc was essentially agricultural, but the community's economic and labor base has grown and diversified. The Valley floor is carpeted with some of the richest soil in the world which supports the cultivation of vegetables and a variety of flowers grown for seed. Tourism plays a significant role in Lompoc's economy with domestic and international visitors taking in La Purisima State Historical Park Mission, Surf Beach, the flower fields and Lompoc's world renown murals. The "City of Arts and Flowers" is also the gateway to the celebrated Santa Rita Hills wine appellation, famous for exceptional pinot noir and chardonnay. Lompoc is internationally recognized for its affectionately termed "Wine Ghetto", which produces boutique wines. Thirty wine labels are currently produced in eleven wineries in the City.



The Position The **Utilities Director** is the executive manager responsible for planning, organizing, directing, and evaluating through subordinate managers, municipal utilities, which includes: water production, storage, and distribution systems; wastewater collection, treatment and reclamation operations; electrical distribution, electrical generation and transmission through a Joint Power Agency; refuse and recycling collection and disposal, City landfill; and a broadband network with Wi-Fi connections for internet access. The incumbent receives direction from and is responsible to the City Administrator for day-to-day operations.



The Department

The Utility Department consists of five separate enterprise operations:



The Electric Division delivers 133 GWH to customers annually. It employs 23 personnel, operating and maintaining four substations, 61 miles of overhead power lines, and 59 miles of underground power lines. Lompoc has a peak electric demand of 25.8 MW. Through City is a member of Northern California Power Agency (NCPA). Lompoc owns an interest in four power projects in the north state. Also, Lompoc receives a small allocation from Western Area Power Administration (WAPA).

The Water Division employs 35 personnel and provides treated water to Lompoc residents and a small number of customers outside the City in Miguelito Canyon. Water is pumped from 10 groundwater wells and is treated and filtered at a 10 MGD water treatment plant. Programs include pumping, treatment, transmission, storage, laboratory evaluation, water rights protection, water conservation, and cross-connection control. The water distribution and meter reading staff maintain four reservoirs, water mains, valves, and make emergency repairs.



The Wastewater Division operates and maintains 110 miles of sanitary sewer collection infrastructure and a regional wastewater reclamation facility with an average dry weather flow of capacity of 5.5 MGD. In addition to treating wastewater from the City of Lompoc, the regional wastewater reclamation plant also treats flow from two neighboring agencies. The Division has 27 professionals employed to operate and maintain the collection system and treatment facility, to sample and analyze treatment performance, to permit and manage industrial.

The Solid Waste Division employs 31 personnel and provides residents and businesses with collection and disposal services through a waste management system that includes operation of a local landfill, recycling programs, and hazardous waste disposal, and street sweeping.



The Broadband Division operates as a wireless internet service provider servicing the entire City of Lompoc. The Broadband Division is also responsible for monitoring, managing, and maintaining the City's franchise cable service agreements.

Minimum Qualifications

In order to succeed in the position, the ideal candidate should possess:

- Bachelor's Degree in engineering, natural science, environmental science, or related field and seven (7) years responsible experience in utilities systems administration, including at least three (3) years in a management capacity.
- Direct working experience in at least one of the four major areas of responsibilities; water, wastewater, solid waste, and/or electrical distribution systems. Telecommunications and Wireless Internet Service Provider experience is desirable.
- Superior management skills, including experience monitoring contractual performance and overseeing various agreements; a history of developing and monitoring complex capital and operating budgets; and a commitment to continuing customer service, teamwork and team building.
- Knowledge of pertinent federal, state, and local laws, rules, and regulations applicable to municipal utility operations; organizational and management practices as applied to analysis and evaluation of program, policies and operational needs; principles of financial management and rate setting; and principles of management, training and performance appraisal.
- Ability to motivate and lead employees; communicate clearly and concisely, orally and in writing; interact effectively with staff, the public, officials, and representatives of business and other agencies, including joint power agencies.

Benefits

- **Salary:** Approximately \$103,584 to \$140,136 annually; DOQE.
- **Retirement:** California Public Employees Retirement System (CalPERS) 2% at age 60 formula. The entire seven percent (7%) employee member's contribution is paid by the employee. Final compensation is the average for the highest 36 consecutive months. *Employees are subject to furloughs, for more details, please review the Management, Supervisory, and Confidential Compensation Plan on the City's website.*
- **Medical and Dental Insurance:** The City offers a choice of a Blue Shield HMO and two preferred-provider health plans. Vision hardware plan and dental plan are also provided. The City pays a substantial portion of the premium for employees and their dependents. Employees are eligible for enrollment at time of hire, effective the first day of the month following the date of hire.
- **Life Insurance:** The City provides life insurance equivalent to one year's annual salary for management staff. The premium is paid entirely by the City. Employees are eligible for enrollment after the first day following six months' continuous employment. Additional coverage for employee is available at group rates.
- **Long Term Disability Insurance:** The City provides coverage for the employee after three months of disability. The City pays the entire premium. Eligibility for enrollment is effective the first day following six months' continuous employment.
- **Deferred Compensation Plan:** The City encourages and supports employee enrollment in either ICMA or CalPERS 457 deferred compensation plan.
- **Vacation:** Eighteen (18) days each year, increasing to 28 days after 15 years. (Includes 8 days per year of management leave).
- **Holidays:** Twelve (12) days per year.
- **Sick Leave:** Twelve (12) days per year, with unlimited accrual.
- **Flexible Spending Account:** Tax deferred employee contributions that can be applied to specified expenses (for example, child care, dependent orthodontic work, and medical insurance premiums).
- **Employee Assistant Program:** Includes personal/family counseling, legal and financial advice.
- **Automobile Allowance:** An automobile allowance may be available for this position.

To Apply

Filing Deadline: APPLY IMMEDIATELY.

**Position open until sufficient number of qualified applicants apply.
First Screening January 13, 2012.**

Applicants must submit the following:

- City Application;
- Résumé
- Three (3) professional references .

apply online at:
www.cityoflom poc.com

Or mail application packet to:

**CITY OF LOMPOC
Human Resources Division**

100 CIVIC CENTER PLAZA
LOMPOC, CALIFORNIA 93438
TEL: (805) 875-8208
FAX: (805) 875-8308

AN EQUAL OPPORTUNITY EMPLOYER



Selection Process

Based on the information provided, the best qualified applicants will be invited for further examination. The examination process will consist of, but not be limited to, an assessment center which may include panel interviews, in-basket and/or written exam exercises. Top candidates may be invited for follow-up hiring interview with the City Administrator.

The candidate chosen for the position will be subject to a fingerprint background investigation and pre-employment medical

The information herein does not either constitute an expressed or implied contract. These provisions are subject to change.