



PUBLIC WORKS DIRECTOR





THE COMMUNITY

Located in San Mateo County just twelve miles south of San Francisco, Pacifica feels worlds away from it yet is easily accessible from Highway 1. The most panoramic coastal town in the San Francisco Bay Area, Pacifica is famous for its six miles of scenic coastline, classic northern California beaches, breathtaking vistas, and charming ambiance. The city is nestled in between small valleys, with Sweeney Ridge to the east, Montara Mountain to the south and the Pacific Ocean's rocky bluffs and sandy beaches to the west. Pacifica encompasses roughly 12.6 square miles, of which, approximately one-half is publicly owned open space. Numerous cities, county, and state parks provide panoramic views and a feeling of spaciousness rarely found in suburban areas. Several miles of coastal and ridge-top trails tie Pacifica to neighboring communities.

This natural connecting point of beaches, headlands and hills provides a wide range of recreational opportunities from surfing, kayaking, paddle boarding, scuba diving and paragliding, to hiking, whale, and bird watching and cycling. Other recreational amenities include golf, archery and team sports. Pacifica's natural beauty is enhanced by its Mediterranean-style weather.

With a population of approximately 37,073, Pacifica is a unique family-oriented coastal community that prides itself on fostering a "small town" feel. Many of Pacifica's residents are highly engaged and involved in the community. Pacifica has excellent elementary and secondary schools, both public and private, and was named one of the three safest suburbs in America, ranking #3 in California and #39 nationwide in SmartAsset's 2025 study.

The community enjoys a diverse economic base and has a significant number of smaller businesses. Tourism is very important to Pacifica's economy, with thousands of people annually attracted to its beaches, vistas, and open space. Unique shops and a variety of lodging are available, with restaurants offering relaxing sunset and coastal views. For live local theater and performing arts, Pacifica Spindrift Players is a local and popular favorite, along with Pacifica Performances, which regularly provide both musical presentations and performing arts as well. The world-class bromeliad nursery, Sheldance Orchid Gardens, is located just off Highway 1. Pacifica plays host to the Pacific Coast Fog Festival each September, which showcases everything from artists and performers to children's activities and a hometown parade.

Pacifica is a place where one can step into the natural world and enjoy a variety of recreational offerings, sample a cultural arts performance or gallery opening, and later relax at a local restaurant and bask in a spectacular sunset. Pacifica's rich cultural heritage and unique personality make it a community worth uncovering.

To learn more about the City of Pacifica, please visit www.cityofpacifica.org

THE ORGANIZATION

The City of Pacifica is a General Law City incorporated in 1957 and operates under the Council/Manager form of government. Legislative authority is vested in a five-member City Council elected by district for four-year overlapping terms. The Mayor is selected each year by a majority vote of the other Council members. The Council appoints the City Manager, City Attorney, and members of advisory commissions and committees.

Pacifica is a full-service city (approximately 202.5 FTE) with a total FY 2026/27 budget of \$117.3 million and a general fund budget of \$55.5 million. The City delivers municipal services through seven departments: the City Manager's Office (including the City Clerk, Economic Development and Housing, and contract City Attorney); Administrative Services (Finance, Human Resources and IT Divisions); Parks, Beaches, and Recreation; Community Development; Public Works (Field Services & Engineering and Wastewater); Police; and Fire (via North County Fire Authority). Employees

are represented by eight bargaining units. City Administration, Community Development, and Public Works-Engineering are located in a newly renovated Civic Center, located just two blocks from the Pacific Ocean. This prime location opens up various opportunities for recreational activities during a lunch break, such as a stroll along Beach Boulevard or a relaxing picnic by the waterfront, where you can clear your mind with the soothing views and sounds of the waves.

The City of Pacifica has a strong record of innovation and professional excellence, with recent recognition featuring Public Works, wastewater operations, technology, and economic development. The Calera Creek Water Recycling Plant was named the 2025-2026 Plant of the Year, earning 1st Place Statewide and 1st Place in the Santa Clara Valley Section, while the Wastewater Division's collection system earned 1st Place in the Silicon Valley Region and 2nd Place Statewide. Public Works staff have also received multiple individual honors from APWA and CWEA. Citywide recognition includes the 2025 League of California Cities Helen Putnam Award for Excellence for Pacifica's "Rose" AI assistant and a CALED Award of Excellence for the City's Vision 2025 & Beyond economic development initiative.

During the Spring of 2023, the City Council undertook a comprehensive strategic planning process, which resulted in the Pacifica Strategic Plan 2023-2030, establishing strategies to achieve the following five overarching goals during the seven-year period:

- Enhance organizational and fiscal stability.
- Improve and steward City infrastructure, streets, and facilities.
- Prioritize protection and development of affordable housing.
- Pursue climate change adaptation and mitigation.
- Broaden public communications and collaboration.

Progress on the Plan is provided through periodic updates, which can be found at the following link: <https://www.cityofpacifica.org/government/city-council-strategic-plan>

THE DEPARTMENT

The Public Works Department is responsible for maintaining and repairing the City's infrastructure and wastewater treatment operations in an efficient and cost-effective manner while providing a high level of customer service and a safe work environment for city employees. The Department constructs and/or maintains the City's parks, facilities, roadways, trails, beaches, Pacifica Pier, right-of-way, stormwater and sewer collection systems, treatment plant, and other infrastructure. The Department also coordinates the city-owned tree management, cleans beaches, and coordinates the City Beautification program.

The Department is organized into three divisions, including Wastewater Operations, Field Services, and Engineering. The Wastewater Division operates the Calera Creek Water Recycling Plant and manages the sewer collection system. Field Services oversees the maintenance of city streets, parks, trees, trails, beach areas, Pacifica Pier, storm drain systems, fleet, and public facilities. The Engineering Division manages public infrastructure projects, transportation planning, the adopted 5-Year Capital Improvement Program, and maintenance and repair of the City's infrastructure.

The next Public Works Director will join the City at an important time, with opportunities to build a strong team, fill key leadership positions, and advance an ambitious portfolio of infrastructure improvements. Near-term priorities include addressing critical infrastructure projects involving the Pacifica Pier, the Manor Drive Overcrossing, and the Beach Boulevard Infrastructure Resiliency and Esplanade Protection projects; completing the Rockaway Pump Station rehabilitation project; designing the Vallemar Rehabilitation and Repair Project; designing the Calera Creek Headworks Feasibility and Improvement Project; advancing the City's Asphalt and Pavement Management Program to improve pavement condition; and identifying sustainable funding strategies to address critical and aging infrastructure needs.

The Public Works Department is supported by 65 full-time staff and an annual total budget of \$52.0 million, which includes a FY 2026-27 CIP appropriation of \$29.2 million. The Public Works Director reports to the City Manager and is a key member of the Executive Team of Department Directors.



THE IDEAL CANDIDATE

The City seeks a knowledgeable public works professional with broad experience in infrastructure maintenance and capital project management. The successful candidate will have exceptional interpersonal skills and be an accessible manager who enjoys mentoring and developing staff and building a strong team environment. This hands-on director will bring a flexible and adaptive style and know when to lean in with challenging projects to get the job done. With exceptional communication skills, they will have experience working with an engaged community and city council. As a skilled public works professional, they will know what it takes to work in a lean environment and successfully leverage grants and available financing to address aging infrastructure needs. Prior coastal experience and successful relationships with regional, state, and federal partners are desirable.

Team Oriented Leader & Mentor

The ideal candidate will be a superior manager of people who takes pride in developing and mentoring staff to maximize their potential and ensure outstanding departmental performance. They will value succession planning and mentoring, helping technical staff grow and develop effective supervisory and management skills. This accessible manager will foster a safe and inclusive environment, encouraging employees to share diverse perspectives and supporting their growth and development.

Credible & Creative Problem Solver

Successful candidates will be credible and creative problem solvers with superior project management skills. Their diverse public works experience will serve them well as they prioritize projects, leverage resources, and develop funding strategies to address the needs of aging infrastructure. The ability to effectively manage tight budgets and a

multi-year Capital Improvement Program will be expected. The ideal candidate will convey a solutions-oriented approach to challenges and have demonstrated the ability to implement creative tools, best practices, and technology to improve efficiency, streamline operations, and enhance service to the community. Effective oral and written communication skills will be required to explain complex projects and concepts in an understandable manner for various audiences and make compelling presentations based on technical knowledge and data.

Collaborative Partner & Trusted Advisor

As a member of the City's executive team, the Public Works Director will be a collegial, collaborative partner who builds strong working relationships with colleagues to address citywide priorities. This customer-focused manager will demonstrate a responsive style and a track record of delivering high-quality services and projects in a fast-paced, dynamic environment, with the ability to pivot quickly between competing priorities. With an enthusiastic and outgoing temperament, energized by working with diverse stakeholders, they will value opportunities to communicate and engage with the community. This politically astute advisor will be approachable and serve as a trusted confidant and sounding board for the City Manager, department heads, and staff.

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. Ideal candidates will bring five (5) years of professional experience related to public works administration, operations, or a related field, including at least three (3) years of supervisory experience, along with a Bachelor's degree in Engineering, Public Administration, Business Administration, or a closely related field. A graduate degree and registration as a Professional Engineer are desirable but not required.



COMPENSATION & BENEFITS

The salary range for this position is \$224,364- \$258,012; placement within the range will be dependent upon qualifications and experience. An additional 5% specialty pay is available for candidates who hold and maintain a valid Professional Engineer (PE) license. Future salary increases include 3% in July 2027. In addition to salary, Pacifica offers an outstanding benefits package that includes, but is not limited to:

Retirement: 2.5% @ 55 CalPERS (classic); 2% @ 62 formula for New Members. Pacifica does not participate in Social Security.

Health Insurance: Cafeteria style benefits. Employer contribution of up to \$2,740 per month.

Health In-Lieu Payment Plan: Monthly taxable \$550 in-lieu payment available to eligible employees.

Retirement Health Savings (RHS): 2% City contribution.

Deferred Compensation: Choice of three plans. City-paid 3% matching contribution.

Dental: City has a self-funded dental plan (Delta) that typically covers 100% paid premiums of dental expenses and \$2,000 in orthodontic benefits.

Longevity: : The City offers a 1% longevity benefit upon completion of five years of service.

Vision (VSP): City paid.

Vacation Leave: Annual accrual rate between 15 and 27 days per year based upon years of service with a California municipality. Up to three weeks of vacation can be cashed out annually.

Holidays: 13 paid holidays per year (includes 2 floating holidays).

Administrative Leave: 88 hours annually.

Sick Leave: 12 days accrued annually.

Long-term Disability Insurance and Life Insurance: City-paid long-term disability and life insurance, employee paid optional short-term disability and supplemental life insurance coverage through Voya Financial.

Auto Allowance: Up to \$450 per month.

Other: The City offers Medical and Dependent Care Flexible Spending Accounts and Tuition Reimbursement. The City also provides an Employee Assistance Program and the coaching budget in the first year of employment.

Application & Selection Process

The closing date for this recruitment is **midnight, Sunday, October 18, 2026**. To be considered for this opportunity, upload a compelling cover letter, resume, and a list of six professional references using the "Apply Now" feature at 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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Following the closing date, applicants with the most relevant qualifications will immediately 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.

