



DEPUTY DIRECTOR OF WATER AND WASTEWATER



**BOB MURRAY
& ASSOCIATES**
EXPERTS IN EXECUTIVE SEARCH

THE COMMUNITY

The City of Healdsburg is located 65 miles north of San Francisco on Highway 101 in the heart of Sonoma County wine country and nestled among three lush valleys. Incorporated in 1867, Healdsburg's 4.1 square miles is surrounded by over 60 wineries and their beautiful vineyards, including some of Northern California's finest regional appellations. Healdsburg retains a unique, small-town ambience in the grandeur of a European countryside while providing easy access to the amenities of a large metropolitan area.

The City's approximate 11,030 residents enjoy a lively, appealing downtown experience centered around the Spanish-style Healdsburg Plaza—a shopping, dining, and art gallery hub for residents and visitors. The plaza represents one of the few examples of early California town planning. Historic storefronts and homes enhance the sense of Healdsburg's rich heritage and community events throughout the year ground the City's family-oriented sensibility.

The region has relatively mild year-round temperatures which allows for varied outdoor recreational opportunities. The City offers enrichment opportunities throughout the year for both children and adults, while nature lovers can enjoy picnics under the redwoods in one of the City's many parks. Swimming, canoeing, and fishing along the nearby Russian River or taking a hot-air balloon ride over the valley are other highly desirable outdoor activities. A short drive outside the City leads to the Pacific Coast's beaches to hike and watch for migratory whales or to San Francisco for the large City shopping, art and cultural experience. The scenic beauty of the area and safe neighborhoods provide an unmatched setting for raising a family or simply settling into a more balanced way of life.

Educational opportunities in the area include a traditional and vocational high school, Santa Rosa Junior College, and Sonoma State University.

THE ORGANIZATION

The City of Healdsburg operates under a Council-Manager form of government. The City Council is currently comprised of five members elected at large by the voters of Healdsburg to serve four-year terms. Each year, the Council elects one of its members to serve as Mayor for a one-year term. The Council is the governing body of the City and is responsible for setting the policy for the City and adopting a biennial budget. The Council also appoints the positions of City Manager and City Attorney. The City recently went through the districting process and will begin electing council members by district beginning with the 2026 election.

The City provides municipal services through nine (9) departments including the City Manager's Office, Finance, Community Development, Housing, Community



Services/Parks & Recreation, Fire, Electric, Police, and Public Works. Healdsburg is a full-service City, providing electrical, water, sewer and Police and Fire services to residents and businesses. The City has 147 full-time employees and a fiscal year 2025-26 total operating budget of approximately \$128 million. The City also has an event center, golf course, and an airport managed by third party contractors in consultation with City staff.

THE POSITION

Reporting to the Public Works Director, the Deputy Director of Water and Wastewater provides strategic leadership for the City's water, wastewater, and stormwater operations. The role oversees planning, operations, and maintenance of critical infrastructure, including water supply, distribution, wastewater collection, treatment, and reuse systems, ensuring reliability, regulatory compliance, and continuous improvement.

This position directs divisional services, develops policies and procedures, and leads cost-of-service analyses and rate recommendations to support long-term sustainability. The Deputy Director also manages training and performance management, while fostering a culture of integrity, diversity, and respect.

As a key representative of the City, the Deputy Director engages with regulators, supports permitting and compliance efforts, and collaborates with the Engineering Division on water supply planning, capital projects, and long-term agreements. The role oversees major facilities, promotes water quality and conservation initiatives, and ensures high-quality program and project delivery.

In partnership with Public Works and Capital Improvement teams, the Deputy Director leads capital and maintenance projects, providing operational expertise from planning through construction to ensure efficient, compliant, and reliable systems.



This position requires the ability to interpret complex regulatory requirements, evaluate their operational impacts, and ensure compliance with federal, state, and regional standards. The Deputy Director will also oversee division budgets and forecast future needs related to staffing, equipment, and materials.



THE IDEAL CANDIDATE

The City of Healdsburg is seeking a dynamic, forward-thinking professional to serve as its next Deputy Director of Water and Wastewater. The ideal candidate is a collaborative team builder who fosters strong working relationships across departments and facilities, ensuring alignment and cohesion among staff operating in different locations.

This role requires an effective communicator with the ability to prepare clear, concise technical and administrative reports, secure and manage grant funding, and confidently present information to the City Council, boards and commissions, and the public. A strong commitment to asset management best practices is essential, including maintaining robust work order systems that track infrastructure condition, performance, and lifecycle costs.

The successful candidate will demonstrate a deep understanding of water and wastewater operations and the ability to lead and support a high-performing, established team. Experience with regulatory reporting requirements is essential, along with the ability to assess departmental needs, prioritize work, and make sound recommendations in the context of limited funding.

Technical expertise is critical, including knowledge of the California Environmental Quality Act (CEQA), as well as principles and practices related to water treatment, pumping and distribution, wastewater collection and treatment, laboratory analysis, and utility system operations. Familiarity with water supply development, system planning, forecasting, and resource management is expected, along with an understanding of civil engineering principles related to the planning, design, construction, and maintenance of municipal water and wastewater systems.

Knowledge of water supply rights and experience supporting or participating in water rights negotiations is highly valuable in this role. The ability to troubleshoot complex operational issues and develop effective solutions for treatment plant and system challenges is also essential.

Additional expertise should include public works construction, inspection, and maintenance practices; the California Public Contract Code and contract administration; and regulatory frameworks governing water and wastewater

utilities, including recycled water programs, pretreatment requirements, and applicable stormwater regulations such as MS4 permits.

The successful candidate will also bring strong leadership and organizational management skills, proficiency with modern office and technical systems (including SCADA and asset management platforms), and a solid understanding of budgeting principles and practices.

QUALIFICATIONS

Any combination of experience and training that provides the required knowledge and abilities will be considered qualifying. A typical path includes seven (7) years of progressively responsible experience in water, wastewater, or public works operations, planning, or administration, with at least four (4) years in a supervisory or management role. Highly desirable qualifications include demonstrated experience working with state and federal regulatory agencies, preparing grant applications, administering grant-funded projects, and conducting rate studies or utility financial planning.



Training equivalent to a bachelor's degree—or relevant coursework in environmental sciences, chemistry, biology, civil or mechanical engineering, public administration, or a related field is also expected, though equivalent professional experience that demonstrates the necessary knowledge and abilities may be considered in place of formal education.

Preferred qualifications include certifications such as California State Water Resources Control Board Water Distribution Operator (D3-5), Water Treatment Plant Operator (T3-5), or Wastewater Treatment Plant Operator (Grade 3-5). Additional desirable credentials include California

Water Environment Association Collection System Maintenance or Laboratory Analyst Certification, American Water Works Association Cross Connection Control Specialist Certification, and registration as a Professional Civil Engineer in the State of California.

COMPENSATION

The annual salary range for the Deputy Director of Water and Wastewater is \$157,011 - \$190,848; placement within this range is dependent upon experience and qualifications. The City also offers an attractive benefits package including:

Vacation accrual - 10 days per year, increasing with service.

Additional Time Off/Leave - 80-100 hours of management leave per fiscal year.

Sick Leave accrual - 96 hours per year.

Medical insurance coverage - The City's contribution toward health insurance shall be a dollar amount up to 100% of the lowest cost medical plan or up to 95% of the cost of the Kaiser Permanente medical plan by premium category, whichever is greater.

Those who waive health insurance may receive a Cash-Out Option of \$477 per month.

Dental insurance - coverage for employee and dependents through Ameritas Dental. Premium is paid by the City of Healdsburg.

Vision insurance - coverage for employee and dependents is paid by the City if primary medical coverage is with Blue Cross or Sutter or through Kaiser Permanente as part of medical insurance coverage.

\$100,000 group term life insurance - paid by the City.

Deferred Compensation - City offers a deferred compensation match at open enrollment after the first year of employment \$1,600 (FY 25-26), \$1,750. (FY 26-27)

Retirement Plan - CalPERS 2% at 60 or 2% at 62 for non-safety members; 2% at 50 or 2.7% at 57 for safety as defined by PEPR.

Optional membership in 457 deferred compensation plans - through MissionSquare Retirement Corporation.

Long term disability insurance - paid by City.

Educational reimbursement subject to approval.

Employee Assistance Program - for employee and dependents, paid by City.

Supplemental Insurance - offered through AFLAC.

Optional Pet Insurance - offered at a reduced rate through Nationwide.

Gym Membership - available at Motion Fitness at reduced rates.

Holidays - 13 paid holidays per year.

Longevity Pay granted for 5 - 25 years of service.

TO APPLY

If you are interested in this outstanding opportunity, please apply online at:

www.bobmurrayassoc.com

Filing Deadline:
June 7, 2026

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with the City of Healdsburg. Candidates will be advised of the status of the recruitment following selection of the Deputy Director of Water and Wastewater.

If you have any questions, please do not hesitate to call Ms. Valerie Phillips at:

(916) 784-9080

