



CALIFORNIA

SINCE 1867

ELECTRIC UTILITY DIRECTOR



**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 and nestled among three lush valleys. Incorporated in 1867, Healdsburg's 4.1 square miles are 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 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 high-quality public school system, 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 Utilities, Police, and Public Works. Healdsburg is a full-service City, providing electric, water, sewer, and Police and Fire services to residents and businesses. The City has 146 full-time employees and a fiscal year 2054-26 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 directly to the City Manager, the Electric Utility Director is responsible for leading and managing all operations of the Electric Utility Department, including the provision of electricity and maintenance of related equipment and systems. The Director oversees a small but talented multidisciplinary team comprised of management, supervisory, professional, technical, and administrative staff, while also coordinating efforts with other City departments and external agencies. This role combines visionary leadership, team building, and organizational management to optimize staff resources, drive innovation, and support sustainable energy solutions for the community. Primary duties include but are not limited to the following:

- Developing, planning, and implementing department goals and objectives; recommending and administering policies and procedures.
- Coordinating department activities with those of other departments and outside agencies and organizations; and preparing and presenting staff reports.

- Directing, overseeing, and participating in the development of the department's work plan; assigning work activities, projects, and programs; monitoring workflow; reviewing and evaluating work products, methods, and procedures.
- Supervising and participating in the development and administration of the Electric Utility Department budget; directing the forecast of funds needed for staffing, equipment, materials, power purchases, and other related expenditures; monitoring and approving expenditures.
- Selecting, training, motivating, and evaluating personnel; providing or coordinating staff training; conducting performance evaluations; implementing discipline procedures; maintaining high standards necessary for the efficient and professional operation of the department.
- Planning, organizing, coordinating, and directing Electric Department services including safe electricity provision and system operations.
- Overseeing, developing, and implementing safety protocols for electric utility operations; planning, coordinating, and implementing maintenance, repairing, and scheduling upgrades of electric utility equipment and systems; ensuring regulatory requirements are met.
- Overseeing electric distribution engineering operations to ensure short- and long-term effectiveness of the overall system.
- Managing and supporting capital improvement projects.
- Forecasting electric loads and needs; planning and implementing short- and long-term power resource planning to ensure an adequate power supply that also achieves State and local targets for renewables.
- Serving as the lead City staff representative to the Northern California Power Agency (NCPA), by developing effective working relationships with NCPA staff and other member agencies.
- Building and maintaining positive working relationships with co-workers, other City employees, and the public using principles of good customer service.
- Fostering an environment that embraces diversity, integrity, trust, and respect.



- Being an integral team player, which involves flexibility, cooperation, and communication.

THE IDEAL CANDIDATE

The City is seeking an experienced and dynamic leader with exceptional interpersonal skills and strong technical acumen to serve as its next Electric Utility Director. This individual will bring extensive expertise in electrical engineering, utility operations, and strategic resource planning to lead a high-performing municipal utility. With a solid understanding of power transmission, load management and forecasting, and California's regulatory environment, the Director will ensure safe, reliable, and efficient energy services while navigating complex legislation and emerging market trends. The ideal candidate is a forward-thinking professional who thrives under pressure, fosters collaboration, and leads with integrity. The Director should be comfortable shifting between long-range strategic thinking and hands-on day-to-day operation of the utility. A team-oriented approach, combined with tactful leadership and a commitment to employee engagement, will be essential to maintaining operational excellence. The Director should be able to lead and support all department staff, shifting seamlessly between field crews and professional staff, ensuring that the team functions effectively. Clear and courteous communication is key, as the Director will also serve as a responsive liaison to the community, addressing public concerns and building trust through transparency and service.

Qualified candidates possess a Bachelor's degree from an accredited college or university with major course work in electrical engineering with an emphasis in electrical power systems, or a related field; along with seven (7) years of progressively responsible electric utility experience; including three (3) years of management and/or supervisory responsibility. A Master's degree and experience with a California Electric Utility is preferred. Current registration as a Professional Electrical Engineer (PE) with the State of California is highly desirable. Possession of a valid California Class C Driver License may be required at the time of appointment. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis.

COMPENSATION

The monthly salary range for the Electric Utility Director is \$16,932.81 to \$20,584.41 and the salary is currently under review. Effective 7/1/26, this position will receive a cost-of-living adjustment based on the Consumer Price Index (San Francisco–Oakland–San Jose region), with an increase ranging from 2% to 3.5%. The City also offers an attractive benefits package including:

Retirement – Membership in the CalPERS 2%@60 plan for classic/legacy members and 2%@62 for new members. Employees pay the employee contribution on a pre-tax basis. The City does not participate in Social Security.

Insurance – Dental and vision care insurance premiums for employee and dependents paid by City. The City provides low to no cost medical insurance, where employees pay medical premiums on a pre-tax basis. Employee may choose from Kaiser, Sutter Health Plus or Anthem Blue Cross for medical coverage. \$477 monthly payment in lieu of medical coverage. Employee Assistance Program, \$100,000 life insurance and long-term disability insurance.

Executive Leave – 100 hours per fiscal year

Management Incentive Pay – \$350 per month

Paid Holidays – 13 days per year

Paid Vacation – 168 hours per year (21 days) starting accrual rate, with established increase based on years of service

Paid Sick Leave – 12 days per year

Longevity Pay – Available after five years of service

TO APPLY

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

www.bobmurrayassoc.com

**Filing Deadline:
Open Until Filled**

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

(916) 784-9080

