



CITY OF
**PALO
ALTO**
UTILITIES



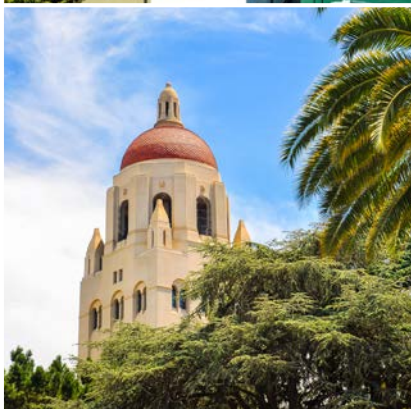
Accepting applications for the position of

UTILITIES CHIEF OPERATING OFFICER

Presented by

J. Powers
RECRUITING, INC.

THE COMMUNITY




Palo Alto, famed as the “Birthplace of Silicon Valley,” boasts a population of 69,700 residents and nearly 100,000 employment opportunities. Distinguished among municipal entities, the City of Palo Alto administers a comprehensive range of services, including gas, electric, water, sewer, refuse, and storm drainage, offered at highly competitive rates. Additionally, the city provides an extensive array of community amenities, including 36 parks, 39 playgrounds, five community and youth centers, 41 miles of walking and biking trails, and five libraries. The city offers a unique blend of dining experiences ranging from international cuisines to classic American comfort food, alongside a high-quality educational environment that includes some of the nation’s top schools and access to world renowned higher education institutions. The city also oversees a regional airport and delivers fire, police, and emergency services. Palo Alto garners accolades nationally for its innovation and adept management, boasting a AAA bond rating alongside a track record of excellence as per the annual citizen survey conducted by Polco (formerly National Research Center).

As a global hub of technology and ingenuity, Palo Alto serves as the corporate headquarters for esteemed companies and research institutions such as VMWare, Hewlett-Packard, and Tesla. Alongside being the home of Stanford University and a top-tier public school system, Palo Alto features captivating historic residential neighborhoods and bustling shopping districts. Its populace, highly educated and culturally astute, actively participates in local and global initiatives.

With a history spanning over a century, Palo Alto derives its name from a majestic coastal redwood tree over a thousand years old, situated along San Francisquito Creek, where early Spanish explorers settled. The fusion of commercial and residential zones, anchored by a lively downtown, embodies Palo Alto’s distinctive essence. Its tree-lined avenues and historic edifices reflect its Californian legacy, while simultaneously earning global recognition for its forefront advancements in technology.

THE CITY



Incorporated over 125 years ago with a staff of 1,063 full-time employees, an adopted budget of \$1.01 Billion (2024), and is headed by City Manager Ed Shikada. The government of the City of Palo Alto exists to promote and sustain a superior quality of life in Palo Alto. In partnership with the community, their goal is to deliver cost-effective services in a personal, responsive, and innovative manner. Their values consist of Quality: Superior delivery of services, Courtesy: Providing service with respect and concern, Efficiency: Productive, effective use of resources, Integrity: Straight-forward, honest, and fair relations, and Innovation: Excellence in creative thought and implementation. The city operates five libraries, 4,000+ acres of parks, preserves and open spaces, a junior museum and zoo and an art center, two large community centers, a Municipal Golf Course, and 471 miles of streets, reflecting its community-oriented ethos.

THE DEPARTMENT



The City of Palo Alto Utilities (CPAU) history began over one hundred years ago, in 1896 when the water supply system was first installed. Two years later, the wastewater or sewer collection system came online in 1898. In 1900, the municipal electric power system began operation, followed in 1917 by a natural gas distribution system. Palo Alto is the only city in California to own and operate six essential utility services, including refuse and storm drain (operated out of Public Works). In 1996, Palo Alto ventured into a new endeavor with the construction of its dark fiber loop and is presently working on a full fiber internet system.

CPAU is a diverse group with 260 employees with five divisions: including administration, customer service, engineering, operations, and resource management. They cater to the needs of residents, businesses, and the council, with a strong focus on climate action, offering water, wastewater, gas, electric, and fiber. Their infrastructure includes nine substations and 307 miles of electric distribution lines. For those prioritizing environmental concerns, Palo Alto is an ideal location due to its commitment to transitioning to 100% electric systems. The city has allocated \$300 million over the next six years

for this purpose, with annual spending of \$50 million funded through bond financing and council approvals. Palo Alto also boasts one of the highest densities of electric vehicles (EV) in the nation per capita. The City government has a fleet of EVs and 37% of residents own at least one EV. In fact, in 2023 the City Council approved that all new City vehicles must be EV.

Public sentiment strongly favors these initiatives, recognizing the rare opportunity to overhaul an entire system within one's lifetime. Employees can enjoy discounts at Stanford University and can access excellent K-12 schools despite potentially commuting from outside the city. CPAU's financial strength is evident with assets totaling \$500 million and a stellar AAA financial rating, indicating strong fiscal management.

The department is headed by Dean Batchelor a 15-year veteran of the utility who follows (CPAU) mission: to provide safe, reliable, environmentally sustainable, and cost-effective services.

Check out this interview with [Dean Batchelor](#) Also, check out [Utility at a glance](#)

THE POSITION

The utility's COO will oversee three direct reports and indirectly manage five additional personnel. Their primary focus will be on upgrading the entire electric system, including numerous fiber projects. They will collaborate closely with Assistant Directors, engaging in negotiations, acting as peacemakers, and demonstrating soft skills in fostering a shared vision. The COO should be adept at introducing new ideas and taking a holistic view of the organization. Additionally, they will be responsible for overseeing and contributing to the labor relations strategy, particularly concerning the unions—Labor SEIU 521, a professional union UMPAPA with 42 members, and negotiations associated with it. This individual will be positioned among management professionals.



THE IDEAL CANDIDATE

The ideal candidate for the COO position must possess a background in electric utilities, with at least seven years of experience in supervisory, managerial, or directorial roles. They should also have knowledge of gas, water, wastewater and fiber systems. Additionally, the COO must have a strong understanding of electric operations, of regulations, technical compliance abilities, and specific state regulations such as general order 95 for overhead construction, general order 128 for underground compliance, and general order 165 for reporting compliance related to maintenance of overhead, substations, and underground systems. They should also be familiar with national NERC and WECC regulations, as well as federal compliance requirements for water, wastewater systems, and Department of Transportation (DOT) oversight of gas systems under code 192.

Minimum Qualifications:

Sufficient education, training and/or work experience to demonstrate possession of the following knowledge, skills, and abilities which would typically be acquired through:

- Possession of a bachelor's degree or equivalent in engineering, business, public administration, or a field directly relevant to the management of a utility.
- Professional Engineering License and/or Master's degree in public or business administration or a related field is preferred.
- Seven years of experience in engineering, operations, and/or business in a multi-utilities organization, five years of which should be in a senior management capacity
- A progressive career with supervisory and growing responsibilities for broader elements of the organization



COMPENSATION BENEFITS

***The salary range for this position is \$200,004.60 - \$333,341 annually.**

Placement within this range is dependent upon the qualifications. In addition, the City also provides a competitive benefits package described in more detail here that includes but is not limited to:

Work Schedule – 9/80 work schedule available.

Retirement – CalPERS 2% @ 60 formula for Classic employees with an 8% employee contribution; 2% @ 62 formula for New Members with an employee contribution of 50% of the normal cost (currently 7.25%).

Deferred Compensation – You have the option to sign up for a [457 Retirement](#) account.

Medical Insurance – The city pays a flat rate contribution (in 2023, up to \$2,260 per month for family coverage) and the employee pays in accordance with the health plan option selected, between \$0 to \$888 per month.

Dental and Vision – Fully paid.

Dental coverage includes an annual limit of \$2000 for basic services, with the option to choose higher coverage. Orthodontic coverage provides \$1,500 per family member as a one-time benefit.

Vision basic coverage includes an annual eye exam and either a pair of glasses or contacts every other year. There's a \$10 copay for the exam, and \$105 is allocated towards frames, while basic lenses are covered. Alternatively, you can opt for the VIP VSP plan, which includes an annual exam and annual glasses or contacts.

Retiree Medical Reimbursement – Your tenure of 10 years with Palo Alto and 20 years with Pers qualifies you for full medical coverage at 100%.

Life and AD&D Insurance – Fully paid up to annual salary.

Vacation – 120-200 hours annually, depending on years of service, with an option for cash out once a year.

Management Leave – 80 hours per calendar year, eligible for cash-out.

Sick Leave – 96 hours per year

Holidays – 12 paid holidays per year

Floating Holiday – One floating holiday each calendar year in acknowledgment of days of historical significance.

Paid Family Leave – Six weeks of Parental Leave at 100% of salary, for the first twelve-month period, immediately following the birth, adoption, or placement of a child with the employee.

Medical Leave FSA

Additional Benefit – Annual contribution of \$2,500 for IRSA Section 125 compliant uses such as Flexible Spending Accounts, Non-Taxable Professional Development Spending Accounts, deferred compensation, or health club membership.

Flexible Spending Account –

Healthcare FSA

Daycare FSA

Employee Assistance Program – The City partners with a group called Concern, which provides five (5) sessions at no cost for mental, financial, or legal assistance.

Mental Wellness and More

Professional Development Reimbursement – Receives \$500 annually.

Childcare Subsidies – Up to \$10,000 annually.

** The salary range will receive formal approval from the City Council on May 6th.*

TO APPLY

If you are interested in this outstanding opportunity, please contact:

Jenna Flanagan
(916) 304-6663
jenna@jpowersinc.com

Filing Deadline

The filing deadline for this position is June 17, 2024.
The City of Palo Alto is an equal-opportunity employer.

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