

City of Morro Bay

HARBOR DIRECTOR



The City of Morro Bay is searching for a new Harbor Director who is a forward-thinker, relationship-oriented, has current knowledge of applicable laws and regulations, has a proven ability to work effectively with inter-governmental agencies, and brings enthusiasm for public safety to the position of Harbor Director and member of the City's leadership team. The right candidate is a business-driven leader fully invested in improving the water front and empowering and leading the department. Learn more within.

Applications open until filled, apply immediately to be considered.



Morro Bay: “Rock Solid Together”

The City of Morro Bay is located on California’s picturesque Central Coast, halfway between Los Angeles and San Francisco, in San Luis Obispo County. Boasting a close-knit community of approximately 10,500, the City is blessed with a temperate year-round marine climate that offers residents the peaceful tranquility of a coastal fishing village, only 12 miles from the convenience of San Luis Obispo’s shops, dining, and entertainment. Our City motto, “rock solid together” expresses our community’s attitude of collaboration and cooperation.

Morro Bay is instantly recognizable to anyone who has traveled up California’s picturesque Central Coast thanks to Morro Rock, a 500-foot extinct volcano that serves as a breathtaking attraction for visitors and long-time residents alike. On a given day, you can find surfers enjoying the waves along its banks, paddleboarders taking advantage of the glassy waters of the bay, bird watchers observing some of the over 200 species in our natural estuary, or travelers setting up camp on the sand for the night. A tourist destination close to Hearst Castle and the Big Sur Coastline, the City receives 800,000 visitors annually from all over the

world, who are drawn to its natural beauty, slow pace, and quaint atmosphere.

While the City values its visitors, it is highly dedicated to serving our Morro Bay residents. They are active and involved in their community, and the City makes every effort to communicate important issues clearly and involve them in decision-making processes when appropriate. In turn, the residents support the City. In fact, Measure E-20, a 1% sales tax measure on the November 2020 ballot, passed with more than 58% of votes.

Morro Bay is a beautiful place to work and call home. In addition to the incredible nature that surrounds the City, it also boasts 13 parks, a County golf course, and a charming downtown corridor that includes used books stores, arts and crafts stores, coffee shops, restaurants and more. Our community enjoys a number of City-hosted events, including the Winter Bird Festival, Cruisin’ Morro Bay Classic Car Show, Fourth of July Celebration, Art in the Park, Harbor Festival, Avocado Margarita Festival, and the Lighted Boat Parade.



City Government

The City of Morro Bay is a general law and full-service city, incorporated in 1964, with a City Council/City Manager form of government. The City has a Mayor and (4) Council Members, elected at large, that enjoy a positive and effective working relationship with each other and City staff. Morro Bay is a full-service City with an FY 22-23 operating budget of \$35 million and a capital budget of \$19 million (excluding transfers). The City organization is comprised of 105 full-time employees and many part-time employees that equate to the equivalent of 29 additional full-time employees. The City is organized in the following departments: City Manager’s Office (City Clerk, Human Resources and Recreation), Administrative Services (Finance and Information Technology), Fire, Harbor, Police, Community Development and Public Works.

About the Position: HARBOR DIRECTOR

The Harbor Director reports directly to the City Manager and is responsible for strategic planning, organizing, directing, and coordinating the City’s Harbor activities. Harbor activities include:

- Leading the Harbor Patrol Division to ensure public safety
- Directing oversight of property and lease management of Embarcadero lease sites
- Implementing Capital Improvements along the waterfront
- Steering long-range planning to address coastal and environmental concerns

The ideal candidate leads by example and brings abundant knowledge and experience collaborating with various stakeholders; builds solid and lasting relationships while leading a department tasked with achieving operational efficiencies, strategic goals, and enhancing harbor facilities and waterfront.





Essential Duties & Responsibilities

- Plans, manages, organizes and directs the activities of the Harbor Department.
- Formulates rules, procedures, and policies for the efficient operation of the department and manages departmental personnel including selection, training, evaluations, and professional development.
- Prepares and administers the annual departmental operating budget; manages operations to achieve goals within available resources.
- Consults with governmental agencies, other staff members, and the public; attends meetings, makes presentations and recommendations to appointed and elected officials on departmental related activities.
- Evaluates the need for and develops plans and budget schedules for long range programs.
- Prepares and submits periodic reports, analysis, and recommendations concerning departmental activities, formal bid specifications, and request for proposals and manages same.
- Reviews and negotiates complex lease agreements on the City's behalf.
- Analyzes legislation affecting the City, determining impact and recommending appropriate action.
- Prepares specifications and reviews applications for conditions for use of lease and sub-lease sites and lease amendments.
- Reviews and designs long range plans and needs of the harbor, addressing environmental, navigation, fishing, commerce, and other related coastal concerns.
- Supervises the maintenance of harbor equipment and facilities and has the ability to operate and navigate a harbor patrol boat.
- Oversees a comprehensive preventative maintenance program for harbor patrol boats and equipment.
- Monitors and manages conformance with the City's clean marina program and bay water quality efforts and coordinates and works with the National Estuary Program/ Comprehensive Conservation Management Plan.
- Reviews, assists and coordinates with other agencies such as, but not limited to State Parks, Army Corps of Engineers, National Estuary Program, Marine Interest Group and SLOSEA.

KEY TRAITS FOR SUCCESS

- **Strategic Thinking** – A focused leader who understands the City's community and culture, is dedicated to preserving its waterfront and fishing industry traditions, yet able to think of future trends to keep up with the growing needs of our community.
- **Business-Minded** – An entrepreneurial mindset leader with business and financial acumen to maximize the economic potential of the waterfront while improving the infrastructure of the waterfront.
- **Collaborative** – A relationship builder with exceptional communication skills, willing to continuously collaborate with the City Manager, City Council, Harbor Advisory Board, department staff, other City departments, leaseholders and business owners, the fishing and boating community, and other local, state and federal agencies.

Preferred Education & Experience:

- *Equivalent to graduation from an accredited four year college or university with a major in, business, public administration, public safety, or closely related field (Job-related experience may be substituted for the required education on a year-for-year basis.)*
- *Familiarity in water site administration is desirable.*
- *Ability to operate a patrol boat safely and effectively under routine and adverse sea conditions preferred but not required*
- *Valid California Driver's License*

For a full description of the position and workplace requirements and conditions, please visit:
MorroBayCA.gov/DocumentCenter/View/15387/Harbor-Director.

Application Process

Electronic submittals are strongly preferred and should be directed to Bob Hall at talent@tripepismith.com and include the following: Completed application, compelling cover letter; and comprehensive resume.

This position is open until filled, apply immediately to be considered.

This recruitment will be handled with strict confidentiality. References will not be contacted until mutual interest has been established. Confidential inquiries are welcomed and should be directed to Bob Hall at (714) 309-9104. Interested candidates are encouraged to submit materials early for maximum consideration.

Compensation & Benefits

The competitive salary range for this executive position is dependent upon the selected candidate's qualifications, with an annual salary range between \$146,753 and \$178,379 with an additional 4% salary increase approved to go into effect July 2023. Additionally, the selected candidate will enjoy an excellent benefits package including CalPERS retirement (2% @ 60 for "Classic" Miscellaneous members and 2% @ 62 for PEPRAs Miscellaneous members or 3% @ 55 for "Classic" Safety members and 2.7% @ 57 for PEPRAs Safety Members). The City does not participate in Social Security.

The City of Morro Bay is an Equal Opportunity Employer.

RECRUITMENT GUIDELINES

Formal application, rating of education and experience, oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.