




Office of the City Manager

CONSENT CALENDAR

July 25, 2006

To: Honorable Mayor and  
Members of the City Council

From:  Phil Kamlarz, City Manager

Subject: Appointment of Director of Public Works

RECOMMENDATION

Adopt a Resolution confirming the appointment of Claudette R. Ford as Director of Public Works.

FISCAL IMPACTS OF RECOMMENDATION

The Director of Public Works salary and benefits are included in the fiscal year 2007 Public Works Department budget. The position is paid 70% from the Sanitary Sewer Fund, 20% from the Equipment Maintenance Fund and 10% from the Refuse Collection and Disposal Fund.

CURRENT SITUATION AND ITS EFFECTS

In accordance with the City Charter, Section 28(b) of Article VIII, I am submitting my selection for the Director of Public Works to the City Council for your confirmation. I have selected Claudette R. Ford for appointment to the vacant Director of Public Works position, to be appointed with an annual salary of \$165,060. I am requesting confirmation of this appointment so that I may formally offer this regular, at will, benefited department head position to Ms. Ford to be effective July 30, 2006.

BACKGROUND

Rene Cardinaux retired as Director of Public Works on August 5, 2005. At that time, I appointed Claudette Ford to be Acting Director of Public Works. The Director of Public Works is responsible for managing the Department of Public Works with responsibility for the operation, planning, administration, financial management and inter-governmental relations for public works activities. Departmental planning and operations are coordinated with activities of other City departments such as the Planning and Parks, Recreation and Waterfront Departments and developed within the framework of City policies. However, the Director of Public Works has primary responsibility for planning and administering all aspects of the following: streets and sanitation, including construction and maintenance of streets, sidewalks, storm drains, and lateral sewer lines; facilities maintenance for City buildings and grounds, and installation and repair of electrical facilities such as street lighting, police and fire alarm, and communications systems; equipment maintenance for police and fire vehicles, solid waste trucks, construction equipment, fleet vehicles and other motorized equipment; operations management; solid waste collection and the long-range planning of environmentally sound solid waste collection, recycling, and disposal which meets with community standards; the planning, design, installation and

maintenance of traffic signs, signals and markings; and engineering design and inspection. The Public Works Department has 309 full time equivalent positions with a fiscal year 2006-2007 of approximately \$80.5 million and is the City's largest department.

#### RATIONALE FOR RECOMMENDATION

Claudette R. Ford has been the Acting Director of Public Works since August 1, 2005. Prior to her tenure with the City of Berkeley she was Vice President of an environmental remediation in Baltimore, Maryland from March 2005 through July 2005. Her prior experience included working as the Director of the Public Works Agency for the City of Oakland from April 1999 through February 2004. Ms. Ford served as Assistant Director of the Public Works Agency for the City of Oakland from October 1998 through April 1999. Prior to working for the City of Oakland, Ms. Ford worked for the City of New Haven, Connecticut as Public Works Director from August 1994 through October 1998. Prior to working for the City of New Haven, Ms. Ford worked for the City of Hartford, Connecticut in their solid waste collection, disposal and recycling operation as a Public Works Division Manager for Environmental Programs from September 1992 through August 1994, as a Public Works Manager for Environmental Programs from July 1990 through September 1992 and as Executive Coordinator of the Hartford Proud and Beautiful program from July 1988 to June 1990. Ms. Ford has a Bachelor of Arts Degree in Politics from Marymount College in Tarrytown New York and a Master of Business Administration Degree from Marymount University in Arlington Virginia.

Through the last year, I have observed and assessed the performance of Claudette Ford and believe she is an outstanding candidate to serve as the City's Director of Public Works. She has brought a high degree of technical and operational experience to the City and has an extensive record of high achievement. Ms. Ford is able to work well with the various Boards and Commissions that advise the City Council on Public Works activities and is also able to work well with members of the community to solve problems. I believe she will make an outstanding department head over the City's largest department, which is responsible for providing a vast array of services to the Berkeley community.

#### ALTERNATIVE ACTIONS CONSIDERED

Conduct a recruitment for the Director of Public Works.

#### CONTACT PERSON

Phil Kamlarz, City Manager, 981-7000

Attachment: Resolution on the Appointment of the Director of Public Works

RESOLUTION NO. -N.S.

CONFIRMING THE APPOINTMENT OF CLAUDETTE R. FORD AS DIRECTOR OF  
PUBLIC WORKS

WHEREAS, Claudette R. Ford holds a Bachelor of Arts degree from Marymount College in Tarrytown New York; and

WHEREAS, Ms. Ford holds a Master of Business Administration Degree from Marymount University in Arlington Virginia; and

WHEREAS, Ms. Ford worked for the City of Hartford, Connecticut in their solid waste collection, disposal and recycling operation as a Public Works Division Manager for Environmental Programs from September 1992 through August 1994, as a Public Works Manager for Environmental Programs from July 1990 through September 1992 and as Executive Coordinator of the Hartford Proud and Beautiful program from July 1988 to June 1990; and

WHEREAS, Ms. Ford worked for the City of New Haven, Connecticut as Public Works Director from August 1994 through October 1998; and

WHEREAS, Ms. Ford worked for the City of Oakland as the Director of the Public Works Agency from April 1999 through February 2004, and as Assistant Director of the Public Works Agency for the City of Oakland from October 1998 through April 1999; and

WHEREAS, Ms. Ford has demonstrated her ability to successfully provide leadership and direction to staff in the Public Works Department; and

WHEREAS, Ms. Ford has been an effective member of the City of Berkeley management team.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that it hereby confirms the City Manager's appointment of Claudette R. Ford as Director of Public Works with an annual salary of \$165,060 on the same terms and conditions as other regular, at-will employees effective July 30, 2006.