

MADISON

GEORGIA



INVITES YOUR INTEREST IN THE POSITION OF
Public Works Director



ABOUT THE COMMUNITY OF MADISON

Situated in Georgia's Piedmont, Madison with a population of almost 5,000 is conveniently located 60 miles from Atlanta, 90 miles from Augusta, 25 miles from Athens, and 62 miles from Macon. Residents can choose the advantages of small town life while working, either physically or digitally, in a metropolitan setting. It is home to manufacturing concerns, professional offices, retail shops, and hospitality enterprises.

Madison is known for its history and architecture. Listed on the National Register of Historic Places in 1974, Madison's Historic District is the anchor for the community's several neighborhoods. This collection of historic homes set along tree-lined streets is the draw that brings many newcomers to the town, and the moor that encourages long-time residency.

At the center of all this is the heart of Madison, its cherished downtown. Madison became a Main Street Community thirty-two years ago and established a Downtown Development Authority in 1985. This almost 40 year commitment to downtown Madison is palpable as one walks its streets. The Morgan County and the City of Madison governments remain housed in their historic courthouse and city hall. Both have rehabilitated historic buildings on the edge of Downtown, keeping vitality at the center of town without pushing out retail business. Town Park, dedicated on the Bicentennial of the City, is a full city block of green infrastructure created as an event facility, a Downtown greenspace, and a spur for economic development. As part of the redevelopment, a new system of stormwater management will be installed in the form of a wet pond in a passive greenspace, also connecting to the trail system.

The plan for Madison's trail system is the development of a citywide system of greenways and trails to connect parks, historic sites, neighborhoods, schools, and downtown.

All these assets draw visitors to Madison. Each year the community captures \$49 million tourism dollars. This generates a heightened business climate allowing for more retail and restaurants than would be typical for our population. It also creates an expanded audience and opportunity for culture and arts.

It is this unique combination of factors that make Madison a great place to Live, Work, and Play.

MADISON IS:

- a great place to see, if you love historic homes and inviting gardens;
- a great place to visit, if you like small town America and Southern charm;
- a great place to raise a family, if you appreciate folks who look out for one another;
- a great place to live, if you like personal connections and getting involved;
- a great place to retire, if you are drawn to being part of a real thriving community instead of a gated community;
- a real town - diverse, lively, thoughtful, and engaging - with a sense of place.



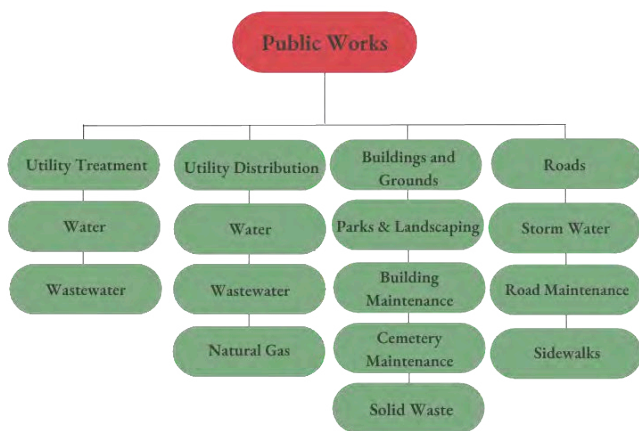
ABOUT MADISON GOVERNMENT

The City of Madison was incorporated on December 9, 1809. Having celebrated over two centuries of public service, the city is committed to providing open, responsive, and ethical governance. As a Council-Manager form of local government, day-to-day operations are overseen by a City Manager, appointed by an elected Mayor and five Council members.

MISSION STATEMENT

The City of Madison government exists to serve our citizens, businesses and visitors in an open, honest, efficient and fiscally responsible manner. Public service is at our core and our mission is to provide the highest quality services possible while continuously improving the services provided.

We believe in a first-rate school system for our children, safe neighborhoods, sound economic development, an impressive quality of life and a low tax burden for our residents.



ABOUT THE MADISON PUBLIC WORKS DEPARTMENT

The Public Works Department Director reports directly to the City Manager, manages an operating budget of \$8.8 million, capital budgets totaling \$1 million, and oversees 51 employees across all divisions.

UTILITY DISTRIBUTION

Our mission is to ensure that all utility infrastructure is well maintained and utility services comply with state and federal standards. Madison has approximately 60 miles of water distribution lines and 30 miles of wastewater lines.

UTILITY TREATMENT

Our primary purpose is to provide clean, safe drinking water and process wastewater generation that meets or exceeds Environmental Protection Agency and Georgia Environmental Protection Division standards. Madison operates two totaling 3.5 MGD water plants serving 2,815 residential and 655 commercial customers; and two totaling 1.64 MGD wastewater plants serving 1,805 residential and 402 commercial customers.

BUILDINGS AND GROUNDS

This division is charged with the maintenance and oversight of all public buildings, adjacent grounds, and open spaces of the City. The division's work is critical in maintaining the "face of the City" in a manner that builds pride in the community. This division also oversees solid waste collection for 1832 city residents and 391 commercial customers.

ROADS

It is the mission of the Division to properly maintain all roadways including drainage and stormwater containment, sidewalks, and pavement management. Madison maintains approximately 41 miles of roads/streets, 15 miles of sidewalks, and 60 miles of stormwater lines.

NATURAL GAS

The City provides natural gas service to 1675 residential and 381 commercial city and Morgan and Walton county residents.

ABOUT THE POSITION

Public Works Director is responsible for directing, planning and managing the city's Water, Wastewater, Streets, Sanitation, Gas, Engineering and Stormwater projects, programs, and services.

ESSENTIAL FUNCTIONS

- Plans, directs and supervises all departmental activities for Water/Wastewater, Road Maintenance, Parks and Buildings Maintenance, Landscaping, Solid Waste, Engineering, Stormwater and Gas functions.
- Conducts administrative policy duties for the department including writing agendas, reports, preparing and monitoring annual budget, proposing ordinances and resolutions, and proposing policy changes, including contract compliance.
- Supervises and evaluates assigned staff; addresses employee concerns, directs work assignments, counsels and disciplines employees, and completes employee performance evaluation and appraisals.
- Manages response during emergencies to protect, repair, and maintain public infrastructure including roadways, traffic signals, stormwater systems, and public dams.
- Manages development of stormwater rate structure to fund stormwater annual operating and capital budget.
- Coordinates local public improvement projects with State and Federal officials according to relevant laws, rules, and regulations.
- Develops and manages short- and long-term capital budget programs to provide necessary infrastructure to serve the city.
- Responds to questions and complaints related to department activities and operations; provides information, assistance, and technical expertise; researches problems and initiates problem resolution.
- Ensures departmental compliance with all applicable codes, laws, rules, regulations, standards, policies and procedures; ensures adherence to established safety procedures.
- Oversees city Maintenance Shop operations, Water and Wastewater plant operations; monitors work performed by outside contracted vendor.
- Performs related work as assigned.

MINIMUM QUALIFICATIONS

- Bachelor's Degree in Engineering, Construction, Public Administration, Business Administration, or closely related field.
- Five (5) years of experience in the field of public works, water & wastewater is highly desired. Water/wastewater experience is of particular interest to the City. Candidates with equivalent experience in an organization of similar size and complexity to Madison's Public Works Department along with a minimum of three (3) supervisory experience will be considered.



COMPENSATION AND BENEFITS

The expected starting salary range for the Public Works Director position is \$85,000 - \$110,000 DOQ of the selected candidate. Relocation expenses are negotiable.

The City of Madison provides competitive pay and an excellent benefits package that includes; Health, Dental, and Vision Insurance, Retirement Options including, Wellness Programs, Paid Holidays, Personal Days, Paid Sick Leave, and Paid Vacation Leave.

HOW TO APPLY

Interested candidates must submit by email a cover letter, resume, a list of at least five job related references (with email addresses and phone numbers), as well as salary history no later than close of business on **August 14, 2024** to:

Lisa Ward, Senior Associate
email lisaward912@gmail.com
phone 706-983-9326

Alan Reddish, Senior Associate
Cell 706-614-4961



MERCER GROUP ASSOCIATES

The city of Madison is an Equal Opportunity Employer. ADA requires the city of Madison to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.