

COOLER SIDE OF
Arizona

THE TOWN OF PRESCOTT VALLEY, AZ
Is Seeking Our Next Utilities Director

First Review of Applications: July 24, 2026



OUR TOWN PRESCOTT VALLEY

- Top Tier of Arizona's Mid-sized Cities - 23rd Largest City in Arizona
- Population: 53,500 (2025)
- Strong Educational Attainment: 24% of residents have a college degree
- Median House Value: \$460,000 (2025)
- Median Household Income: \$74,569
- Median Age: 49

After 28 years of dedicated leadership, the Town of Prescott Valley, Arizona, is seeking its next Utilities Director. The Town's current Utilities Director is retiring, and the community is seeking its next top leader to maintain stewardship of critical water and wastewater resources, continue its economic momentum, and lead the department into its next phase of innovation.

If mild, enviable weather, true four seasons, scenic mountain views, exceptional dining, abundant recreation, and entertainment experiences are important to you, then Prescott Valley, Arizona, should be at the top of your list of communities for your next professional opportunity. Incorporated in 1978, The Town of Prescott Valley is approximately 53,000 in population and within an approximate 215,000 population trade area in Yavapai County, known as the "Quad Cities" (ie Prescott Valley, Prescott, Chino Valley and Dewey-Humboldt). The Town's cost of living and housing market are competitive with those of larger metropolitan areas while still offering modern amenities and services.

Outdoor recreation is a core appeal. The Town is a socially connected community and within minutes of the Prescott National Forest, which encompasses 1.25 million acres and over 900 miles of trails. Prescott Valley is adjacent to vast public lands and wilderness areas including Lynx Lake, Granite Basin and Mingus Mountain. Popular activities include hiking, mountain biking, trail running, equestrian riding, rock climbing, fishing, and camping. The Town has over 300 acres of developed parkland including athletic courts, a skatepark, splash pads, and a disc golf course. The area's trail system connects parks and open spaces for daily exercise and weekend exploration. Golf courses, including resort-style facilities, provide year-round play.

The Town is conveniently connected to the region, just 90 minutes from Phoenix and Flagstaff. This proximity provides residents with economic and travel connections to major cities while offering access to high-desert and mountain recreation in four mild seasons. Prescott Valley's quality of life is enhanced by a mix of residential neighborhoods, retail, and commercial corridors, regular community events, and a vibrant civic life. The community enjoys the Findlay Toyota Center, anchored in the downtown area. The premier 5,000-seat arena regularly hosts major concerts, sporting events, and family shows.

The community is home to Dignity Health Yavapai Regional Medical Center, a major full-service hospital; an abundance of locally owned boutiques; and well-known national retailers such as Home Depot, Dick's Sporting Goods, Sprouts Farmers Market, and more.

A-RATED SCHOOLS & HIGHER EDUCATION

There are multiple options within Prescott Valley that offer exceptional educational choices to families. The community's schools are well supported and "A" rated according to the Arizona Department of Education. A diverse array of K-12 and post-secondary options are available. Prescott Valley even boasts a Blue Ribbon School (AAEC). The Humboldt Unified School

District is the primary district serving the community with one high school, three middle schools, and five elementary schools. Other K-12 options include five public charter schools and three private/parochial schools serving the community. Post-secondary schools include Yavapai College, Embry-Riddle Aeronautical University, and Prescott College.

ORGANIZATION & DEPARTMENT

The Town of Prescott Valley operates under a Council-Manager form of government with approximately 300 full-time equivalent employees. Elected officials set policy and priorities while the Town Manager and executive leadership implement strategy and oversee municipal operations. In addition to Utilities, the other Town departments include Information Technology, Neighborhood Services, Public Works, Development Services, Police, Library, Parks & Rec, Human Resources, Finance, Magistrate Court, and Town Clerk.

The Utilities Department works closely with Development Services, Public Works, and Finance to coordinate various operations, development review, permitting, and long-range infrastructure planning.

Vision 2024 established four key priorities guided by the Town Council's preferred vision for the future:

- High-Performing Team
- Water & Land Stewardship
- Quality of Life
- Prosperous Community

OUR VALUES: F.I.R.S.T

- **FUN** fuels our creativity and innovation in public service.
- **INTEGRITY** while doing the right thing consistently with honesty and accountability.
- **RESPECT** means treating everyone with dignity while valuing differences and varying perspectives.
- **SERVICE EXCELLENCE** and delivering high-quality service with care.
- **TEAMWORK** while honoring our commitments and delivering results together.



MAJOR INITIATIVES

- **Infrastructure Modernization.** Investment in water and wastewater system rehabilitation, replacement of aging pipelines, wells, and treatment processes to ensure regulatory compliance and resiliency.
- **Water Resource Management.** Diversifying water supplies, implementing conservation measures, advancing reclaimed water reuse projects, and pursuing regional partnerships to secure long-term water sustainability.
- **Capital Planning and Funding.** Phased capital improvement programs (CIP) supported by rate studies, grants, bonds, and matched funding to deliver prioritized projects while maintaining fiscal stability.



- **Economic Development.** Encouraging responsible commercial and industrial growth, streamlining development review processes, and promoting projects that diversify the local tax base and jobs market.
- **Sustainability and Resiliency.** Incorporating energy efficiency, drought resilience, and water augmentation into operations and capital projects.

AWARDS & RECOGNITION

- SafeWise, ranked Prescott Valley in the top 10 safest Cities in Arizona (2026)
- Distinguished Budget Presentation, with special recognition for the Town's Strategic Goals & Strategies and Budget Process (2026)
- APRA's Educational Program Award received by Parks and Recreation (2025)
- City-County Communications & Marketing Association (3CMA) Silver Circle Award for PV's Strategic Communications Plan (2025)
- 2025 3CMA Award of Excellence for the Jasper Parkway Opening Event (2025)
- Crown Community Award from American City and County for the Glassford Dells Regional Park (2025)
- Catherine F. Connolly Outstanding Assistant City/County Manager Award at the 2025 ACMA Winter Conference received by Deputy Town Manager, Ryan Judy (2025)
- CITIBOT Changemaker Award for PV Town Manager, Gilbert Davidson (2024)
- ICMA Award for Career Excellence in Memory of Mark E. Keane received by PV Town Manager, Gilbert Davidson (2024)

FY26/27 BUDGET HIGHLIGHTS

The Town's approved FY26/27 budget demonstrates a commitment to balanced fiscal management and targeted investment in core infrastructure. Key budget priorities for the Utilities Department include:

- Funding for prioritized capital projects identified in the Utilities CIP, including water transmission upgrades, wastewater treatment plant expansion plans, and water storage improvements.
- Allocation for operational needs: workforce development, training, system maintenance, and technology upgrades for asset management and SCADA systems.
- Resources for water conservation programs and reclaimed water implementation, supported by grants and regional coordination.
- Contingency and reserve planning to maintain system reliability and creditworthiness for future financing.

The FY26/27 budget anticipates continued population and commercial growth, requiring proactive utility planning to align service capacity with development while maintaining affordability for residents.



UTILITIES SCOPE & STRUCTURE

The Utilities Department delivers integrated utility services including potable water production and distribution, wastewater collection and treatment, reclaimed water distribution, meter services, and field maintenance operations. Core divisions typically include Operations & Maintenance, Water Production, Wastewater Treatment, Engineering & Capital Projects, Customer Service & Billing, and Asset Management. The Department operates treatment facilities, water tanks, pump stations,

distribution mains, lift stations, and treatment processes compliant with ADEQ and federal regulations. The Department Budget for Fiscal Year 2026/27 is \$64.1M, \$23.3M in the Operating Fund and \$40.8M in the Capital Improvements Program fund, supporting 18.5 full-time equivalent employees and a major contract with Jacobs Engineering for the Water Distribution System, Wastewater Collection and Treatment Plant Operations, and Reclaimed Water System.

INITIATIVES & PRIORITY PROJECTS

- **Wastewater Treatment Plant Expansion.** Initial planning is currently underway for a plant expansion. The new Director will be tasked with providing plant expansion options to Town Management and the Town Council. The current WWTP has design capacity for 3.75MGD with 1MGD capacity. However, due to rising solids, the plant is reaching capacity sooner.
- **National Pollutant Discharge Elimination System (NPDES) permit renewal** is underway with the Arizona Department of Environmental Quality (ADEQ).
- **Reclaimed Water Expansion.** Develop distribution infrastructure and customer outreach to increase non-potable reuse for irrigation, commercial, and industrial customers.
- **Transmission & Distribution Rehabilitation.** Prioritized replacement of aging mains, leakage reduction programs, and pressure management to reduce losses and improve service reliability. Utilities is undergoing replacement and upgrades in the original Town Center area, replacing smaller mainlines with larger, modern systems.
- **Water Resources and Diversification.** An integral responsibility is managing the Town's water resources in conjunction with the Arizona Department of Water Resources, including major regional partners such as the Salt River Project Water and Power Utility, and area governments, such as the neighboring City of Prescott. To support these efforts the Town actively Investigates and implement groundwater and surface water agreements, and storage solutions to secure supplies for future growth and droughts.

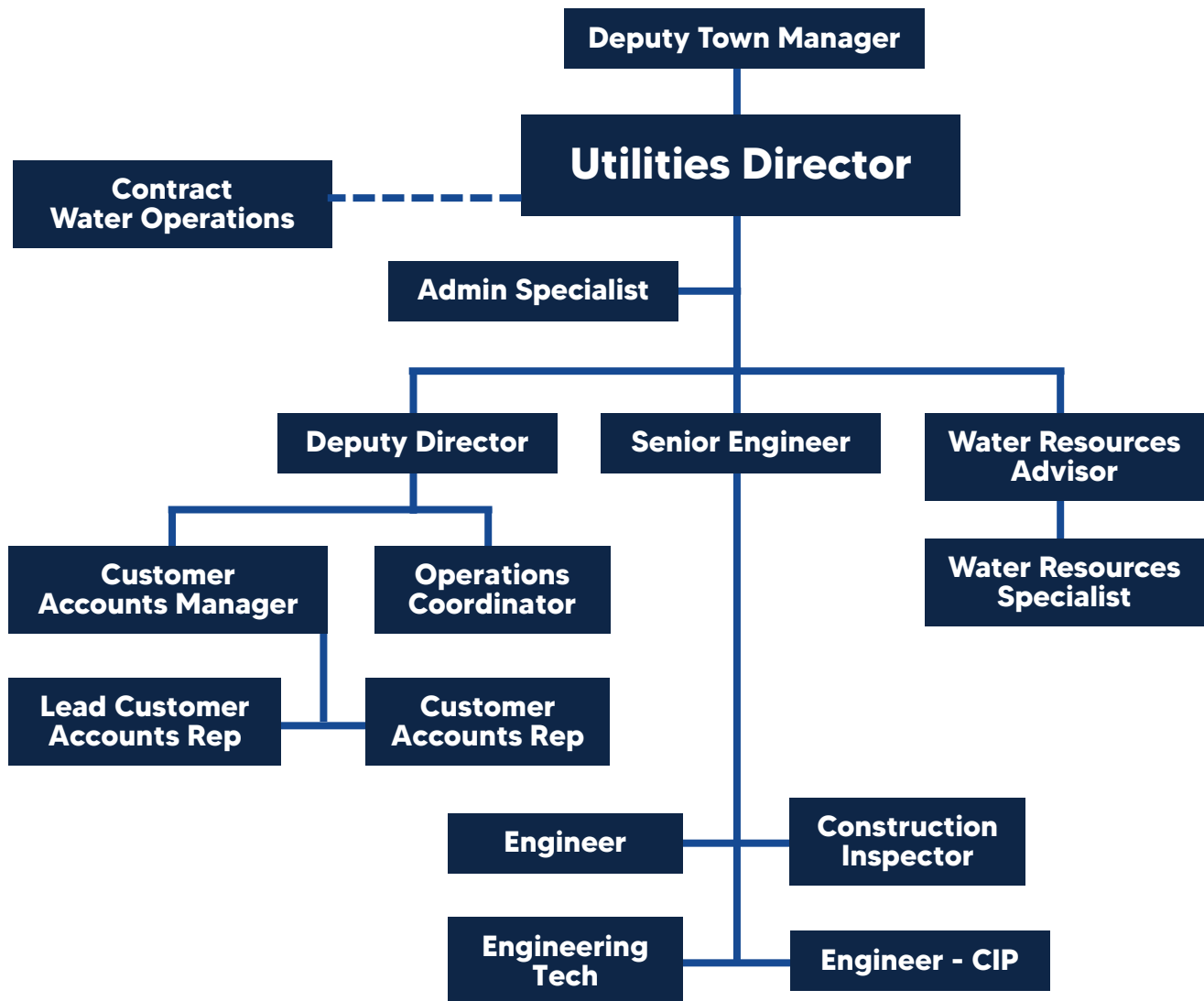


KEY RESPONSIBILITIES

Prescott Valley seeks an experienced, strategic, and community-focused Utilities Director to lead a multi-disciplined Utilities Department providing safe, reliable, and cost-effective water, wastewater, reclaimed water, and related utility services to residents, businesses, and regional partners. The Utilities Director will report to the Deputy Town Manager and serve as a key member of the Town's executive leadership team, helping implement major capital and operational initiatives aligned with Prescott Valley's long-term growth, financial stewardship, and sustainability goals. This role is an opportunity to shape critical infrastructure investments during a period of growth; and to contribute to the resiliency and quality of life in a vibrant Arizona community.

The Utilities Director will have responsibility for strategic leadership, operations oversight, capital program delivery, water resource management, regulatory compliance, customer service, and financial stewardship. The Department is funded for 18.5 full-time equivalent employees. This relatively small but mighty group consists of highly-trained engineers, professionals, and administrative staff. It is expected that the department director may be directly involved in managing key projects and initiatives of the Department, with appropriate assistance from applicable department or consulting staff. A substantial element of the Department's responsibilities is oversight and management of a third-party contract with Jacobs Engineering for the operation and management of the Water Distribution System, Wastewater Collection and Treatment Plant operations, and Reclaimed Water System. Jacobs provides all certified staffing, oversight, capital improvements, and regulatory compliance responsibilities for the Wastewater Treatment Plant.

REPORTING STRUCTURE



IDEAL QUALITIES

The ideal Utilities Director will combine technical expertise, executive leadership, financial acumen, and strong community orientation. Desired qualifications and attributes include:

- Demonstrates the technical, management, and leadership competencies to lead a professional staff and advise policy makers on all matters pertaining to a full-service Utilities Department. Understanding of, or familiarity with, the State regulatory (e.g., ADEQ) and Federal EPA requirements, permitting processes, and environmental compliance expectations.
- Demonstrates experience and sensitivity in working with highly complex and sometimes visible projects.
- Demonstrates leadership qualities that recognize Utilities as an enterprise department while maintaining a broad perspective that supports the organization's mission and the Department's key role in advancing it, without operational silos.
- A team-oriented philosophy that embraces collaboration, intradepartmental and interdepartmental cooperation.
- Highly effective communicator within and outside the Department, providing recurring updates and information to key staff within the Department and that supports the organizational mission.
- An individual who can mentor staff and provide a supportive, nurturing role in developing junior members of the team, and allow enough flexibility for the staff to freely do their work with minimal oversight.
- Someone who is confident with their skills, experience, and abilities, and yet remains respectful and in some cases, deferential to all members of the team, roles, responsibilities, and perspectives.
- Demonstrates ability to provide creative solutions to implementing the requirements within their authority.
- Experience preparing and managing operating and capital budgets, performing/overseeing rate studies, and securing grant and financing resources.



UTILITIES DIRECTOR

- Track record of delivering major capital projects on time and budget, and applying modern asset management and technology solutions to improve performance.
- Demonstrates decisiveness when needed and ensures all issues and options, to the extent known, are considered when making recommendations.
- Ability to communicate and translate complex issues with clarity to all members of the public.
- An active, empathetic, and patient listener who is non-judgmental to the diversity of perspectives within the Department and community.
- An appreciation for an active, engaged, and passionate community that demonstrates patience.
- An individual who takes the initiative to meet stakeholders and develop relationships to establish trust within the community.
- An individual who is driven to public service with a community-minded, service focus. A collaborative leader who values public engagement, economic development compatibility, and regional partnerships for shared water resources and mutual aid.

POSITION REQUIREMENTS

Bachelor's degree from an accredited college or university in Civil Engineering, Environmental Science, or a closely related field with eight (8) years of management experience in engineering management, water and wastewater, or utility operations, and four (4) years of supervisory experience in an assistant director or director role. Master's degree preferred. Professional registration (PE) or experience, knowledge in water/wastewater operations are highly valued.

A link to the job description can be found here:

www.governmentjobs.com/careers/prescottvalleyaz/classspecs/1017566?keywords=utilities&pagetype=classSpecifications



UTILITIES DIRECTOR



COMPENSATION & BENEFITS

The Town of Prescott Valley offers a highly competitive compensation package commensurate with the successful candidate's experience and qualifications.

The Town also offers an excellent benefits package that includes:

- General Leave: 240 hours of general leave per year.
- Managed Time Off: Additional 40 hours of managed time off per fiscal year (use it or lose it).
- Holidays: Twelve (12) paid holidays per year that include one floating holiday issued as a personal day off per fiscal year.
- Health Insurance: Three health plans available to select from at a group rate including two High Deductible Health Plans (HDHP). The Town pays 100% of employee premiums for certain plans with highly subsidized family coverage available.
- Health Savings Account with Town contributions for qualified High Deductible Health Plan selections.
- Dental Insurance: 100% of employee premiums paid by the Town. Highly subsidized family coverage is available.
- Vision Insurance: 100% of employee premiums paid by the Town. Highly subsidized family coverage is available.
- Flexible spending Accounts: Health Care and Dependent Care accounts available.
- Short Term Disability Insurance: Town-paid coverage. Long Term Disability Insurance: Town-paid coverage.
- Relocation Assistance: May be available up to \$5,000 for the selected candidate.
- Life Insurance: Town-paid insurance valued at the annual salary (\$100,000 maximum); additional life insurance for self and/or dependent is available at employee's cost.
- Alternative to Social Security - 457 Deferred Compensation Plan with Town match up to 6%.
- Retirement: Arizona State Retirement System (ASRS) Defined Benefit plan with mandatory Town and employee contributions. ASRS, including Long Term Disability Benefit.
- Voluntary employee paid Ancillary Benefits, including Cancer Benefit, Accident, Hospital Indemnity, Critical Illness, Pet Insurance, Legal, and ID Shield.
- Direct Deposit: Paychecks are deposited directly into the employee's bank account(s) on a bi-weekly schedule.
- Tuition Assistance.
- Employee Assistance Program with up to 14 confidential sessions paid for by the Town.
- Wellness program, and the opportunity to earn wellness rewards dollars, advocacy from a clinical care team, an emerging care team, and a maternity care team.
- Residency Expectation: Within Town limits or nearby area within six months of hire.

TO APPLY:

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Electronic submissions are required.
PRESCOTT VALLEY IS AN EQUAL OPPORTUNITY EMPLOYER