

Compensation and Benefits

The City of Monte Sereno provides an excellent and competitive compensation and benefits package. The salary range for this position is \$134,729 - \$163,767 annually, DOQ.

The standard attractive benefits package includes the following:

- ◆ The City pays the entire classic members employees share of PERS currently 7%. The City pays for the PERS Choice single employee health premium (currently \$830.30 monthly) as well as providing a \$700 cash allowance from which additional health, dental and vision benefits can be selected. \$400 per month for car allowance is also provided.

Other Benefits:

- ◆ Twelve paid holidays
- ◆ Vacation - 10 days each year, increasing to 15 days after 5 years; 20 days after 10 years
- ◆ Sick Leave accrues at 1 day per month
- ◆ The City participates in the Social Security retirement system
- ◆ PERS - 2%@55 for "classic members", Or 2%@62 under PEPRRA for "new members"
- ◆ Deferred Compensation Program
- ◆ Long Term Disability Insurance



The City of Monte Sereno is an Equal Opportunity Employer

The Process

To be considered for this exceptional career opportunity, please visit the Avery Associates Career Portal on our website at www.averyassoc.net/current-searches/ to upload your letter of interest, resume and contact information, including email addresses for five work-related references (who will not be called until after an interview takes place).

Bill Avery or Bill Lopez
Avery Associates
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The final filing date for this recruitment is August 10, 2018.

If you have any questions or wish to further explore this opportunity, please contact Bill Avery at 408.399.4424 or bill@averyassoc.net or Bill Lopez at 408.888.4099 or williaml@averyassoc.net. For more information on the City of Monte Sereno, visit its website at www.montesereno.org.



The City of Monte Sereno



*invites your interest
for the position of*

City Engineer

The City of Monte Sereno

The City of Monte Sereno is situated southeast of the City of Saratoga and adjacent to the Town of Los Gatos, approximately 50 miles southeast of San Francisco. The ideal location provides easy access to State Highways 17 and 85 and is just minutes from the heart of Silicon Valley. Due to the City's beauty, proximity and superior schools, many Silicon Valley executives have chosen Monte Sereno as their home.



The City is named for the 2,580-foot El Sereno Mountain, upon the slopes of which the southern portion of the City is built. Monte Sereno was established in the early 1900's as a rural agricultural community. The area was dotted with ranch houses, orchards, dairies and livestock, and the mountain slopes of the southern portion of the city contained summer homes, recreational properties and a few large estates. The beauty and tranquility of the area attracted artists and writers looking for a peaceful and inspirational place to pursue their craft. In fact, American author John Steinbeck wrote *The Grapes of Wrath* while living there.

Unlike many other cities in Santa Clara County, Monte Sereno did not form on a crossroads or from an historical village. As a result, a commercial core never developed in the City, leaving Monte Sereno as a serene and strictly residential community. Monte Sereno was incorporated in 1957 as a response to the ever-increasing pressure of annexation from surrounding cities. Residents of the community joined together and decided that incorporation rather than annexation was the best way to ensure the continued way-of-life for the community. The community remains entirely residential, with no commercial zoning and 99% single-family housing, and is an upscale Silicon Valley bedroom community with a population of about 3,501 residents.

City Government

The City of Monte Sereno, a General Law City, operates under a Council/Manager form of government. Due to the relatively late incorporation of the City after the community had developed, many special districts that provided services to residents were already in place. This included school districts, utility districts, and fire protection districts among others. Consequently, the City was incorporated with the intent to become a minimal services City. Both the City's revenues and structure reflect this objective.

Monte Sereno provides services to its residents either directly or by working with other agencies. It is through these partnerships that Monte Sereno is able to provide high quality services that are economically efficient. The City directly provides administrative services, building permits/inspections, planning/design review, a city clerk/ election services and finance.

Although fire prevention and protection services are provided through special districts, law enforcement services are provided by the Los Gatos-Monte Sereno Police Department. Animal control services are provided by the Silicon Valley Animal Control Authority. The City is proud to be served by these agencies as well as many others. The City is also proud to be actively engaged as a partner with the many agencies that serve the Bay Area Region.

The Position and Ideal Candidate

The City Engineer is appointed by and reports directly to the City Manager. The individual will direct the full array of engineering services provided by the City as well as all the City's public works projects. City departments are

typically staffed by only one individual, with that person being solely responsible for all of the activities and functions of that department. The City Engineer will also manage the various contractors the City works with to carry out services as well as managing both the Department's operating budget and Capital Improvement budget. The City is currently planning a number of facilities upgrades, pedestrian/bicycle safety projects and a Pavement Management Program that will all have to be managed on time and on budget. The supervision of the \$2.22 million Pavement Management Program will be a major area of focus for this position and will require strategic foresight and diligence to ensure the project is successfully completed. The City-Wide Pavement Management Program is in the first phase of a five-year effort to improve the overall condition of the City's streets from "fair" to "good", by 2022. The program's all-encompassing effort will require the City Engineer to keep the community and residents impacted by this effort informed and updated as much as possible. The City has created a detailed website for the residents, but the ideal candidate will look for further opportunities to engage with the public during this project.

The ideal candidate will be a sound technical engineer familiar with the important codes and ordinances of the city and the area. They will be able to successfully manage multiple projects as well as different contractors to ensure projects are completed in a financially prudent and timely manner. Due to the small nature of the City government and the limited funding resources, the City Engineer will need to be hands on and possess the technical ability to oversee all stages of a project.

The City Engineer will also need to possess strong administrative skills in the areas of personnel/contractor and budget management. Due to the limited resources of the City, the City Engineer will need to be very adept at long-term and short-term budget planning as well as having the creativity to find different funding sources for projects. The Department also contracts with a number of different contractors and joint powers authorities for various services and the ideal candidate will have the ability to build strong productive relationships with these entities to ensure that projects are completed and services provided to a high standard in a cost-effective manner.

The ideal candidate will be a strong collaborative partner to the other staff of the City and be able to forge a strong relationship with the City Manager. The ability to be a team player and to maintain open channels of communication with other members of the City's team will be very important to this job. Additionally, the ideal candidate will have strong communication skills and the ability to foster collaborative and productive relationships with the City Council. The individual will serve as the staff liaison to the Better Streets Commission, being solely responsible for setting the agendas, compiling and publishing all of the meeting materials and serving as the staff representative at the meetings. Strong written and verbal skills will be essential to this position as the City Engineer will need to deliver informative presentations at City Council and Better Streets Commission meetings.

Any combination equivalent to graduation from an engineering school of recognized standing with major work in civil engineering and progressively responsible professional civil engineering work, some of which shall have been in a supervisory capacity and included the design, construction, and maintenance of public works facilities; possession of a certificate to practice as a registered professional Civil Engineer issued by the State of California is required; possession of a valid California motor vehicle operator's license and proof of adequate auto insurance is required.

