



INVITING APPLICATIONS FOR
**PUBLIC WORKS DIRECTOR/
CITY ENGINEER**

CITY OF SCOTTS VALLEY, CA





THE COMMUNITY

The City of Scotts Valley, with a population of 12,163, is located in the picturesque Santa Cruz Mountains just six miles northeast of Santa Cruz and its popular beaches and boardwalk, yet only twenty miles from San Jose and Silicon Valley. Residents of this small but vital community enjoy a year round climate that is typical of coastal mountain terrain with occasional cool, foggy mornings but generally mild summers, and a typically warm, dry autumn.

Scotts Valley enjoys a proximity to quality institutions of higher learning with the University of California Santa Cruz and Cabrillo College. The public schools are part of the Scotts Valley Unified School District and Scotts Valley High School has been rated in the top 5% of public high schools by Newsweek Magazine.

The City and County offer a multitude of cultural and recreational resources including theater, music and the arts, as well as a wealth of leisure activities such as golfing, surfing, boating, camping, biking and hiking along the scenic redwood trails and coast.

Scotts Valley is home to a variety of business, including most recently, 1440 Multiversity, an 80-acre educational learning center, Kaiser Permanente, and UC Santa Cruz Business Services. Scotts Valley's business community ranges from small local businesses to global companies, and is a short 20-minute drive to industrial and commercial centers

in Silicon Valley. The City enjoys an exceptional balance of commercial, industrial, retail, and residential development. Because of its small town flavor and easy access to both metropolitan and beach communities, Scotts Valley is a great place to live and work.

THE ORGANIZATION

Scotts Valley, incorporated in 1966, is a "General Law" city under a Council/Manager form of government and recently celebrated its 50 year anniversary. The five member Council is elected to four-year overlapping terms and fellow Council Members select the Mayor on an annual basis. The City's total Operating Budget is \$17.6 million with a General Fund Budget of \$11 million. The City's 64 full-time equivalents are organized into the following departments: City Manager's Office and Office of the City Clerk, Administrative Services, Police, Planning and Building, and Public Works. The City also operates its own award winning wastewater treatment plant/recycled water facility. Separate special districts provide water and fire services.

THE POSITION

The Public Works Director/City Engineer plans, manages and directs activities involving the City's Public Works Department, including Engineering, Maintenance, Wastewater, and the City's Parks and Recreation Division.



The Public Works Director/City Engineer is responsible for the City's \$19.2 million Five Year Capital Improvement Plan.

Planned projects for FY 2017/18 include, but are not limited to:

- Rehabilitation of Green Hills Road, which will include road widening, bike lanes, new curbs and gutters, and restriping.
- Upgrade of Programmable Logic Controllers (PLCs) to allow for remote operation and management of the Wastewater Treatment Plant.
- Intersection Improvements for Mt. Hermon Road/Scotts Valley Drive/Whispering Pines Drive to improve the level of service (LOS).
- Implementation of City Wide ADA Park and Public Facility Improvements

The Public Works Director/City Engineer is an at-will position appointed by, and reporting to, the City Manager. The incumbent will act as a strategic member of the Executive Management Team in efficiently leading City staff and resources to successfully implement City Council goals and priorities. The position has broader decision-making accountability and greater external interfaces with the Mayor and City Council as directed by the City Manager.

THE IDEAL CANDIDATE

The City of Scotts Valley is seeking an energetic and experienced professional to assume the duties of Public Works Director/City Engineer who will have a "can do" attitude, be self motivated, well-spoken and able to articulate public works language in a way that is understood by elected officials, staff and the community. They will be a sophisticated strategic thinker, serve as an organizational asset in solving problems, and be a safe sounding board for exploring ideas and different business practices that benefit the organization and the community.

The new Public Works Director/City Engineer will proactively lead the department in designing, constructing, and maintaining the City public facilities and effectively review and approve all subdivision; development; grading; and public utility installation plans. Additionally, the Director will play an important role in evaluating a variety of development applications as part of the City's project review committee.

The Director of Public Works/City Engineer should have a Bachelor's degree with major coursework in civil engineering or a related field; at least five years of progressively responsible supervisory and administrative experience is preferred. Also required is the possession of a Certificate of Registration as a professional civil engineer in the State of California.



COMPENSATION AND BENEFITS

The salary range for the Public Works Director/City Engineer is up to \$158,844 per year and is dependent on qualifications. The City also offers an attractive benefits package including:

- Retirement – California Public Employees’ Retirement System (CalPERS). State laws have established the following retirement requirements:
 - Classic members – Retirement formula of 2.5% at 55 based on a single highest year compensation; EPMC provided.
 - New Members – Retirement formula of 2% at 62, based on a 3 year final compensation period, with employee paying a 6.25% contribution.
- Vacation – 15-25 days annually depending on years of service.
- Administrative Leave – 80 hours per year for management employees.
- Holidays – 13 designated days and 2 floating holidays per year.
- Sick Leave – 12 days per year.
- Health Insurance – Medical, dental, and vision insurance.
- Life Insurance – City paid life insurance policy of \$50,000.
- Disability Insurance – City paid long term insurance.

TO APPLY

Please visit our website to apply for this opportunity. A completed City application is required and can be obtained on the City’s website at the following link:

scottsvally.org/administration/employment.html

FILING DEADLINE

Friday, April 6, 2018

Resumes will be screened according to qualifications. The most qualified candidates will be invited to participate in the City’s interview process. References will be contacted only following candidate approval. If you have any questions, please do not hesitate to contact:

Tracy Ferrara, City Clerk
1 Civic Center Drive
Scotts Valley, CA 95066
831-440-5600
tferrara@scottsvally.org