

Compensation and Benefits

The City of Hercules provides an attractive compensation and benefits package. The salary range for this position is \$175,000 to \$220,000 annually DOQ. The excellent benefits package includes:

- ◆ Retirement: PERS with 2% @ 55 formula for "Classic Members," or 2% @ 62 formula for "New Members." Employee currently pays 7% of the employee contribution. 3-year average highest compensation.
- ◆ Health Insurance: City participates in PERS Health Care Program with choice of excellent health plans. City pays 100% of Kaiser Health Plan for employee and eligible dependents.
- ◆ Dental and Vision Insurance: City participates in Delta Dental and VSP programs and pays full premium for employee and eligible dependents.
- ◆ Vacation: Employee accrues at the rate of 96 hours annually during first four years of employment. At year five, accrual rate increases to 120 hours.
- ◆ Holidays: 11 assigned and 2 floating holidays annually.
- ◆ Deferred Compensation: Employee may participate in voluntary 457 deferred compensation program.
- ◆ Defined Contribution Program: City participates in a 401a plan and will contribute 4% pre-tax of employee earnings. Employee may contribute to a maximum of 25% of annual salary to a maximum of \$46,000 a year.
- ◆ Sick Leave: Employee earns a maximum of 96 hours annually.
- ◆ Additional benefits include: City paid life and AD&D insurance, long term disability insurance, and participation in an Employee Assistance Program.



For additional information about Hercules, please visit the City's website at <http://www.ci.hercules.ca.us>.

The Process

To be considered for this exciting career opportunity, please forward a letter of interest and your resume with current salary and five work-related references (references will not be called until mutual interest is established and should include phone and email contact) to:

Paul Kimura
Avery Associates
3½ N. Santa Cruz Ave, Suite A
Los Gatos, CA
E-mail: jobs@averyassoc.net

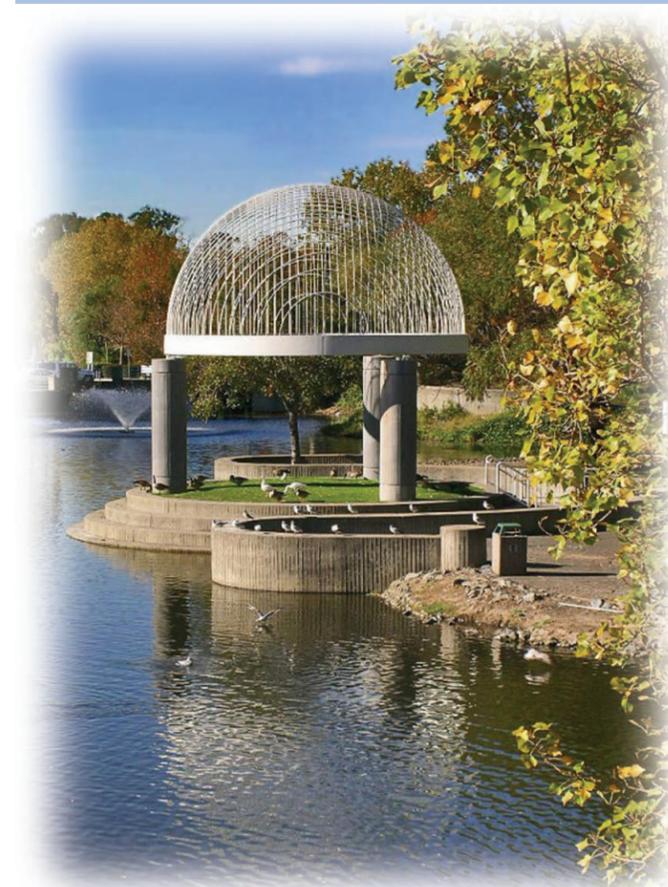


This recruitment will be conducted as an Open Until Filled position. An initial review and evaluation of candidates will take place by April 4th. If we are able to identify a proven set of candidates at that time, we will proceed to final interviews with the City.

If you have any questions regarding this position, please feel free to contact Paul Kimura at 408.399.4424 or paulk@averyassoc.net.



The City of Hercules



*invites your interest
for the position of*

City Manager

The Community

Nestled in the hills of Contra Costa County and framed by a beautiful vista of the San Pablo Bay, sits the picturesque community of Hercules. The City of Hercules has taken the very best of its past and combined it with thoughtful planning for the future to create a place that offers a vibrant, interconnected and emerging transit-oriented 'new urban' lifestyle to businesses and residents. Hercules is ideally located midway between San Francisco and Napa, with handsome homes, safe neighborhoods, an extensive network of biking and walking trails and many exciting new projects planned. With a median income level of \$88,783 (2011) this multi-culturally diverse and family oriented waterfront community is poised to expand its reputation as a great place to live and work.



Hercules' list of positive attributes is long. The City is situated where Interstate 80 and Highway 4 intersect and offers ideal accessibility to and from all corners of the Bay Area and beyond. Hercules provides excellent levels of public safety, recreational, and educational services to its residents and employers within a setting of charming streets, inviting neighborhoods and up-and-coming retail districts. Local schools are under the auspices two different School Districts with three elementary, a middle school and one high school within the city limits.

Hercules is a community of almost 25,000 residents, with a distinct vibrancy emanating from the City. It's conveniently located to everything the Bay Area offers and enjoys exceptionally good weather with an average of 265 sunny days a year. Hercules remains true to its unique history and quality that residents have come to appreciate and love. Hercules continues to become a model for other Bay Area towns. Best of all, Hercules' real estate prices are still affordable compared to those in other desirable Bay Area communities.

Hercules – City Government

The City of Hercules is a General Law city in the County of Contra Costa. A five Member City Council that is elected at-large to alternating four-year terms, governs the City. The members of the Council select the Mayor annually.



City operations include a city staff of approximately 53 FTEs and an equal number of part time employees and a FY 2013-14 General Fund budget of almost \$12.6 million. City departments include: Finance, Police, Public Works, Planning, Parks & Recreation and Administrative Services. The Rodeo-Hercules Fire District provides fire services.

The City Mission Statement

“To lead our diverse community and enhance the quality of life in the City of Hercules, now and in the future. We do this by providing effective, efficient, responsive, and innovative services with integrity.”

The Position and Ideal Candidate Profile

The new City Manager will join the City of Hercules during a time of transition, now that the City has stabilized its finances and is carefully monitoring all revenue and expenditure transactions to ensure it continues to maintain a balanced budget. The 2013 audit is expected to be completed March 31, 2014. The new manager will be expected to provide high levels of leadership and resourcefulness along with strong finance and administration experience. The ability to engage and energize the organization and community will be a key priority in this role.

Organizationally, the manager must be a unifying force in rallying the city management team and staff during the ensuing months. The new manager must also develop and maintain a strong connection and a positive open relationship



with the City Council, staff and the community. Active communications and information sharing through regular updates will be a key aspect of the working relationship. A transparent, collaborative and team oriented management style will be an absolute requirement for this position. It will also be necessary to establish a sense of trust and credibility with all stakeholders throughout the City. A value system that includes integrity, honesty and ethics as well as a deep commitment to operating on a day-to-day basis as transparently as possible will be key to maintaining these critical relationships. Development opportunities will also be an area of and will require creativity, resourcefulness, vision and strong expertise in the areas of economic development, economic analysis and financing. A

proven background establishing cooperative partnerships and creative approaches to development will be crucial in this role.

The ideal candidate for this position will currently be a successful City Manager, Assistant/Deputy City Manager or public sector executive that has reflected the ability to lead, unify and manage a complex operation. A strong knowledge base in Economic Development, Finance, Budgets and Administration will be required attributes for success. A minimum of five years of executive level management within local or regional government along with a Bachelors degree in Public or Business Administration or a related field is required. A Masters degree is highly desired. Proven exceptionally strong interpersonal skills are absolutely essential.

