

## Compensation and Benefits

The City of Gilroy offers a competitive and comprehensive salary and benefits package. The salary range for this position is \$140,484 - \$188,664 annually, DOQ. The excellent benefits package includes:

- ◆ Retirement:
  - Classic members: CalPERS 2.5% @ 55 formula with employees paying 8% on a pre-tax basis.
  - New hires: CalPERS 2.0% @ 62 with employees paying 50% of the total normal cost as set by CalPERS (currently 6.25%).
- ◆ Health Insurance and Flexible Benefits Plan: City participates in the PERS Health Program with a choice of providers and coverage options. The health allowance ranges from \$736.02 - \$1943.68 based on number of dependents enrolled in the medical plan. The Flexible Benefits Plan includes medical and dental coverage as core benefits and provides a range of optional benefits including vision care and medical and dependent care accounts.
- ◆ Vacation: The annual vacation accrual ranges from two to four weeks per year based on City of Gilroy years of service.
- ◆ Holidays: The City observes 10 paid holidays per year.
- ◆ Administrative/Personal Leave: 56 hours of administrative leave and 44 hours of personal leave is granted in July of each fiscal year. Leave must be used during the fiscal year.
- ◆ Sick leave: Accrued at the rate of 8 hours each month.
- ◆ Additional Benefits: Term life insurance policy equal to annual salary, long-term disability plans and employee assistance plan are provided at city expense.



## 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/](http://www.averyassoc.net/current-searches/) to upload your letter of interest, resume, salary history and contact information, including email addresses for five work-related references (who will not be contacted until after an interview takes place.)

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The final filing date: April 21, 2017

If you have any questions regarding this position, please contact Paul Kimura at 408.399.4424 or [paulk@averyassoc.net](mailto:paulk@averyassoc.net) or Bill Lopez at 408.888.4099 or [williaml@averyassoc.net](mailto:williaml@averyassoc.net).



# The City of Gilroy



*invites your interest  
for the position of*

## Public Works Director

## The City of Gilroy

The City of Gilroy is ideally situated in south Santa Clara County, 28 miles south of San Jose and 15 miles east of the Pacific Coastline. Gilroy has emerged as a thriving city of 55,000 residents, with a healthy economic base consisting of food processing, wine production and retail shopping outlets. Gilroy's economy is diversified into non-agricultural commercial and industrial activities such as light manufacturing, wholesale operations, automobile sales, and large retail centers. The world famous Silicon Valley, one of the world's most enterprising and technologically advanced metropolitan areas, is located within a 1/2-hour drive north of the City.

Gilroy is best known as the "Garlic Capital of the World," and home of the annual Garlic Festival in July. But the City is also known for its peaceful residential environment, its award-winning parks, golf course and recreation programs, and for its "urban forest." The Gilroy community has a remarkable spirit of volunteerism, which has contributed to the City being world renown for its most famous product, garlic. The enormously successful Gilroy Garlic Festival is annually held at the end of July and utilizes 4,000 local volunteers and attracts approximately 100,000 visitors.

A variety of outstanding community facilities and resources have placed Gilroy high in recent surveys, which have attempted to measure the quality of life in Bay Area cities. The regional St. Louise Medical Center provides excellent care. The Gilroy library provides 50,000 square feet of state-of-the-art library services. Gavilan Community College is known for the beauty of its campus, set in the foothills that surround the City. Downtown, new vitality and a healthy respect for history make for a lively and interesting town center. Mature neighborhoods blend with newer homes to create an ambient atmosphere for residential areas, served by nearby schools, parks and churches, and just the right combination of rural and suburban amenities.



Nestled between the Diablo and Santa Cruz mountains in the Santa Clara Valley, Gilroy residents enjoy mild temperatures, while missing most of the coastal fog. A state climatology report says up to 70 percent of Gilroy's days are sunny. Gilroy's central location, healthy economy, bucolic charm and a positive quality of life make it an excellent place to live, play and work.

## City Government

The City of Gilroy is a full-service charter city operating under a Council/Administrator form of government. The Gilroy City Council is made up of seven members with four-year terms, including a separately elected mayor, who can serve any number of terms. The Mayor and Council appoint the City Administrator and the City Clerk.

The City operates on a biennial budget with a projected FY 2017 General Fund of over \$48 million and all funds budget of \$116.5 million. An approved FTE staff of 261 employees supports city operations. Gilroy takes great pride in meeting or exceeding its General Fund reserve target of 25% of the annual General Fund.

## The Public Works Department and the Position

The Public Works Director is appointed by the City Administrator and oversees a full service public works operation including 47 FTEs, a CIP of \$16.8 million and an annual operating budget of \$4.7 million. The Department includes two divisions. Engineering is responsible for capital improvements, development, environmental considerations, and traffic/transportation. The Operations Division includes parks & landscaping, water, streets/wastewater/trees, facilities, and fleet. The Department also oversees the capital budget and operation of the South County Regional Wastewater Authority

(SCRWA). SCRWA treats wastewater for the Cities of Gilroy and Morgan Hill and produces recycled water for South Santa Clara County.

As a key member of the City's executive staff, the Public Works Director will work closely with the City Administrator, elected officials, peer department heads and will provide quality, cost efficient services to the community. Public Works priorities include timely completion of a wide array of capital projects, traffic control and mitigation efforts, and providing quality landscape and maintenance services.

## Opportunities

The Department recently adopted a new organizational structure. The new Public Works Director will be responsible to implement this new organizational structure and will be responsible to hire two key positions: Deputy Public Works Director – Operations, and City Engineer/Traffic Engineer. The two positions are part of the succession plan for the Department.

The Public Works Director will also have the opportunity to conduct a review of the department to identify opportunities to streamline operational capacity and workload efficiency within the Department. Integration of technology is a priority and the new Public Works Director will assist with the selection and implementation of a new more comprehensive Land Management Software application. In addition, capital improvement projects continue to be a priority and the new Public Works Director will work with the Public Works team to successfully implement the City's five year Capital Improvement Plan.

## Ideal Candidate Profile

The Public Works Director will be a progressive and active leader, an excellent administrator with a strong budget background, and a collaborative partner that works effectively with all constituencies. A leadership style that is action oriented and focused on positive results and accountability is expected in this role.

This position will require a major commitment to customer service in providing responsive, helpful and informative service to both internal and external customers. Problem solving and self-organizational skills, and the ability to adapt and address multiple and sometimes changing priorities are essential attributes for the new director. The director will operate with a high level of ethics and integrity and reflect a value system of coaching and mentorship, collaboration, commitment to public service.



This position requires 10 or more years of professional level experience in public works related engineering or maintenance/operations with at least five years management and/or supervision of professional, technical, operational and support staff. A Bachelor's degree in Civil Engineering or a related field from an accredited college or university and Professional Registration as a Civil Engineer in the State of California are required. A Master's degree in Civil Engineering or public administration is desirable.

