

THE CITY OF ROHNERT PARK



INVITES YOUR INTEREST FOR THE
POSITION OF

**DEVELOPMENT
ENGINEERING MANAGER/
BUILDING OFFICIAL**

The Community

The City of Rohnert Park is the family-friendly gateway city to Sonoma County's Wine Country. Ideally situated in heart of the North Bay, Rohnert Park is located 50 miles north of San Francisco with the breathtaking Sonoma coastline several miles to the west, and the world-famous Sonoma and Napa Valleys due east. The City has a growing population of over 43,200 residents and with its ideal location, year-round Mediterranean climate, and glorious surrounding amenities, it's no mystery why many are relocating to the area. Notably, the City is more affordable than the surrounding areas and the general Bay Area.



Rohnert Park's central location provides easy access to many points of interest. Visit the rustic, charming town along the Russian River or the towering redwoods within the Armstrong Redwoods State Park or sample the local food and wine that have made the region famous. For ocean enthusiasts, enjoy the scenic and majestic coastal cliffs and pristine beaches or simply enjoy the bounty of delectable seafood and shellfish offered along Bodega Bay.

As the third most populated city in Sonoma County (behind Santa Rosa and Petaluma), Rohnert Park is one of the first planned communities in the United States. Thoughtfully designed for families, it offers an extensive bike path and walkway network within tree-lined boulevards and attractive neighborhoods. The K-8 education system in the Cotati-Rohnert Park School System offers families a wide selection of options for learning that suits individual students best. There is also the added attraction of a major college, Sonoma State University and two performing arts centers.



City Government and the Development Services Department

The City of Rohnert Park incorporated in 1972 with a Council-Manager form of government. The City Council is comprised of five members elected by district to serve four-year staggered terms in November of even numbered years. The City Council adopts goals and policies, annual budgets, the General Plan, and the Capital Improvement Plan. They also appoint the City Manager, City Attorney, and members for City Commissions, Boards, and Committees.

City operations are overseen by the City Manager. Rohnert Park has over 200 employees with a FY 20-21 General Fund budget of \$34.8 million. The city organization consists of the following departments: City Attorney (contract), City Clerk, Community Services, Development Services, Finance, Human Resources, Public Safety (one of only two cities in California with a combined police/fire department), and Public Works.

The Development Services Department includes the Planning, Engineering, Building and Code Compliance divisions. The Department reviews all development applications to ensure consistency with the City's Municipal Code and adopted standards, administers the City's Capital Improvement Program and administers the City's Code Compliance Program.

The Position and Ideal Candidate

The Development Engineering Manager/Building Official (DEM/BO), is one of two divisional managers reporting to the Director of the Development Services Department. This DEM/BO will oversee building and engineering approvals for new projects as well as reviewing and approving building and engineering plans/permits. The position will manage a staff of 5.5 FTE including building and public works inspectors, engineering technicians, code compliance officers, assigned to the Development Engineering Division, as well as managing consultants.. Additionally, as the Building Official, the DEM/BO is the designated authority charged with the administration and enforcement of the California Building Standards Code.



The active development environment within Rohnert Park requires a technically skilled, highly experienced, and customer-oriented development engineer to join a talented department during a key time of growth and expansion in the community. The new Manager must combine high levels of technical expertise, development experience, and diplomacy while providing a collaborative and team-oriented management style.

Given the complexity and high demand nature of this role, the new leader must provide excellent project management skills, that combine implementation of strong work processes, high visibility with project status, adherence to timelines and budget while ensuring the culture adheres to the focus on customer service. This role is public facing requiring excellent verbal and written communications skills, especially in presenting technical information to non-technical audiences in a clear and understandable manner. Positive interpersonal skills are essential as meetings with the general public, local businesses, and developers to reflect polices, codes and regulations that impact development projects.

The candidate must possess the equivalent to a Bachelor's degree in a related field and five years of work experience in a combination of building inspection, code enforcement, and plan checking of varied residential, commercial and industrial facilities, including two years in a lead or supervisory capacity. Critically, within one year of appointment, the incumbent must obtain a Building Official certification by the International Code Council (ICC) or its successor agency and complete the necessary requirements to maintain this certification throughout employment.

Compensation and Benefits

The City of Rohnert Park offers a competitive compensation and benefits program. The salary range for this position will be \$114,731.76 - \$139,456.80 annually, depending upon qualifications. In addition, the City of Rohnert Park offers a comprehensive benefits package as outlined below.

- ◆ Retirement: Per the Public Employees' Pension Reform Act (PEPRA), effective 1/1/13, new-hire employees with no prior membership in any California public retirement system will be placed in the 2% @ age 62 formula. Employees must contribute 50% of the normal cost rate to CalPERS. New-hire employees who first established CalPERS membership with another agency prior to January 1, 2013 and are eligible to establish reciprocity with the City of Rohnert Park are considered "classic" members and will be placed in the 2% @ age 55 formula.
- ◆ Medical Insurance: The City offers plans through Kaiser Permanente, Anthem Blue Cross and Sutter Health. The City contributes a set credit amount based on coverage level.
- ◆ Dental and Vision Coverage: City provides Delta Dental and VSP (vision) insurance at no premium cost to full-time employees and eligible dependents.
- ◆ \$100,000 Life Insurance Policy for employees and \$1,000 for dependents.
- ◆ Short-Term and Long-Term Disability Insurance.
- ◆ Retiree Health Savings Account: City contributes \$100/month.
- ◆ Employee Assistance Program.
- ◆ Education and Tuition Reimbursement Program.
- ◆ Use of the City's Sports Center, and lap swim in the City's swimming pools, for employee and eligible dependents.
- ◆ The City does not participate in Social Security but does withhold Medicare taxes.
- ◆ Automobile Allowance: Currently \$440/month.
- ◆ Administrative Leave: 100 hours per fiscal year.



The Process

If you are interested in pursuing this desirable 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 contacted until after an interview takes place).

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The final filing date for this recruitment is July 16, 2021.

If you have any questions regarding this position, please contact Bill Avery at 408.399.4424 or bill@averyassoc.net or Bill Lopez at 408.888.4099 or williaml@averyassoc.net.

