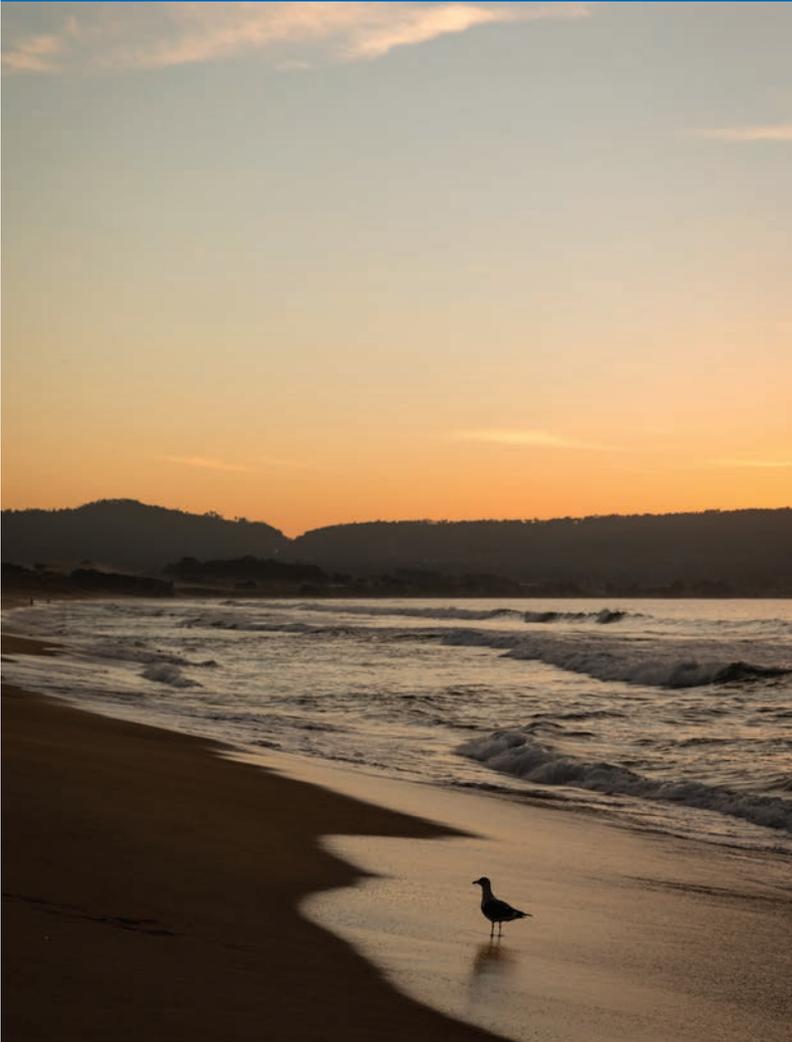


The City of Sand City

*invites your interest
for the position of*

**City
Manager**



The Community

Sand City encompasses approximately 350 land acres situated on the Monterey Peninsula, near the cities of Monterey, Seaside, Carmel and Marina and is located approximately 120 miles south of San Francisco. With 1.5 miles of coastal frontage along the Monterey Bay, the City lies on the scenic Highway One freeway, which bisects the city lengthways from north to south. A window to the beautiful Monterey coast, Sand City is transitioning from an industrial economic base to a green conscious and artistic community. Residents and tourists enjoy biking through town or spending the day shopping and visiting one of the local artists' studios, viewing the acclaimed murals that are visible throughout the City and enjoying the wild and scenic magnificent beaches.



Sand City has a clear vision of its future as a progressive and sustainable community that encourages the kind of economic and mixed-use development that enables businesses to grow, while also maintaining a friendly, walkable community vibe. The long-term goal is to build on the City's existing qualities to continue to enhance the vibrant arts community. Sand City annually features the West End Celebration, an exciting blend of art and industry in a newly transformed area of the City dubbed 'The West End' The Celebration includes live music, dance and street performances as well as street food, and features the creative wares of local artists and artisans. In addition, the annual we. mural festival attracts international muralists who work alongside local artists. The City is home to over 45 pieces of Public Art including more than 25 murals, and an exciting new community space called the Art Park.

The City has come a long way from its roots as a center for heavy industry, including coastal sand mining. Local business owners paved the way for the City's incorporation on May 31, 1960, which established local control over the City's economic destiny and urban design. The City owns a state-of-the-art reverse osmosis desalination facility that will meet its water needs for the future. Sand City will surprise you with its unique combination of small-town life, 21st Century technology and a relaxed coastal lifestyle. The City's development plans incorporate vibrant streetscape designs, extensive use of trees, and the installation of comfort-oriented street furniture (benches, ornamental street lights and the undergrounding of utility lines), with the ultimate goal to make the West End district of Sand City a pedestrian-friendly, attractive and accessible destination for residents and visitors from all walks of life.

City Government and its Departments

Sand City is a charter city governed by a five-member City Council, including a directly elected mayor. Councilmember terms are for four years, with the Mayoral term for two years. The Council appoints the City Manager, City Attorney, and



members of advisory committees. The Council chooses one of its members as Vice-Mayor, who presides at the Council meetings in the absence of the Mayor.

Sand City's government is managed by the City Manager, who oversees city operations including: the City Clerk, Finance, Human Resources, Planning, Police, Parks and Public Works (the Police Chief manages Public Works). The Manager also oversees the contracted activities of Fire Services, Engineering, Building, and Code Enforcement. The City has an FY 21-22 all funds budget of \$9 million with a full time staff of 20 employees. The City contracts for City Engineer, Fire, Building, and Code Enforcement..

The Position and Ideal Candidate

Sand City is looking for an active, bold, and results-oriented City Manager to lead the City in its ambitious transformational vision for the community. Over the next decade, Sand City will become a pedestrian friendly community by the beach, with several mixed use development projects, including restaurants, retail, housing and eco-friendly hotels on the beach. The City Council and the community are united in this future vision and the two projects that will lead the way for this evolution have already been approved, with a third project currently seeking approval. Now the need is for a creative leader, to guide the myriad of projects, operations, and regional relationships necessary to fulfill the City's vision.

The new City Manager will be a proactive and engaged leader, blending a "hands on" operational style with a mentoring



management approach, focused on active communications, staff development, teambuilding, and empowerment of staff. Ongoing communications and frequent updates with the City Council and outreach to the community are also priorities for this role. Positive and ongoing regional relationships with the numerous state, regional and countywide public agencies, JPA's, and special districts are essential components to success in this position. The City Manager must also reflect a value system that embodies ethics, integrity, and dedication to public service, the City Council, city staff and the community.

Within the City's active development environment, the position will require balancing a wide array of projects, contracts, relationships, and activities. The ideal candidate will be both a strategic thinker and effective operational leader with a strong background in municipal finance and budgets, project and contract management, urban planning, and will have working knowledge of the wide range of general municipal operations.

The successful candidate will be an effective public sector manager who creates and maintains an environment of mutual respect and transparency with an ability to develop consensus and credibility through strong relationship building within City Hall, the community, with regional governmental partners and the business/development community. The new Manager will also be expected to become involved in and a part of the Sand City community. In addition, familiarity with CEQA, the Coastal Commission and other regulatory entities that play a large role in coastal development and knowledge of water and capital improvement issues associated with the City's desalination plant will be highly desirable and advantageous in this assignment. This position requires staff management, operational and administrative experience in a public sector entity, and a Bachelor's degree in public or business administration, urban planning or a related field. Prior experience as a City Manager, ACM/DCM, or a department head (or equivalent) is expected.

Compensation and Benefits

The City of Sand City offers an attractive and competitive salary and benefits package. The current salary range for this position is open and negotiable DOQ. The employee benefits package includes:

- ◆ Retirement:
 - Classic members = 3% @60 (employee portion of 8% currently paid by City)
 - 2nd Tier (transfer from another CalPERS system) = 2% @55 (employee portion of 7% currently paid by City)
 - PEPRRA (new members to CalPERS) = 2% @62 (employee currently pays 6.75% total member share)
- ◆ Medical Benefit (cash in lieu) – up to \$1055.10 for single, up to \$1582.65 for family. Retiree medical benefits after 5 years service.
- ◆ Dental and Vision Insurance: The City pays the premium for employee and family.
- ◆ Vacation: 80 hours annual accrual rate for years one through four of service time.
- ◆ Holidays: 14 paid holidays per year.
- ◆ Administrative Leave: 100 hours annually.
- ◆ Paid Time Off: Over 800 hours shall be cashed out in December each year. Includes vacation, sick and administrative leave.
- ◆ Deferred Compensation: PERS 457 – Voluntary participation with employee contribution subject to legal limits. City will match 50% employee contributions up to \$100.00 monthly.
- ◆ Long Term Disability: Pays after 90 days of disability; 60% of salary up to two years.
- ◆ Work Schedule/Pay Days: City operates on a 40 hour/week-work schedule. Paydays are on the last business day of each month.
- ◆ Sick Leave: Eight hours per month.
- ◆ Bereavement Leave: Three days per calendar year.
- ◆ Life Insurance: \$50,000 paid for by City.
- ◆ Other: The City offers Accidental Death & Dismemberment, Medicare, but not SDI.

The Process

To apply for this unique and 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 contacted until after an interview takes place).

Paul Kimura or Bill Lopez
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Los Gatos, CA 95030
E-mail: jobs@averyassoc.net

The final filing date for this position is January 28, 2022.

If you have any questions regarding this position, please feel free to contact Paul Kimura at 408.399.4424 or by email: paulk@averyassoc.net or Bill Lopez at 408.888.3099 or by email: williaml@averyassoc.net.

