



The City of Antioch



*invites your interest
for the position of*

**Assistant
City
Engineer**

The Community

Antioch is one of California's oldest cities, with a growing population of professionals and skilled workers. Ideally situated on the banks of the San Joaquin River, the City of Antioch offers an abundance of recreational opportunities and cultural facilities and serves as a center point to Northern California, particularly linking the San Francisco/East Bay region to Sacramento and the Central Valley. With a population of over 114,000 residents and growing, the City of Antioch is the second largest city in Contra Costa County.



Families with dreams of home ownership come to Antioch for its stunning neighborhoods, parks, and natural beauty. Land remains plentiful and affordable, compared with other parts of the Bay Area. Antioch is one of the few Bay Area communities that offer affordable housing. The pace of development in Antioch has spurred activity for the healthcare industry, financial and insurance institutions, contractors, and other types of businesses. Increased development has created increased employment in schools, hospitals and other local service sectors.

There's always something to do in Antioch; like the County Fair, playing a round of golf, or roaring down slides at the Prewett Family Water Park. There really is something for everyone who lives, works and plays in Antioch! Antioch is: A COMMUNITY that is proud of its heritage; A COMMUNITY that provides an opportunity to live, learn, work, worship and play in a safe, stimulating and diverse community; A COMMUNITY that is a responsible steward of its economic and natural resources; A COMMUNITY that recognizes its responsibility to the large Delta Region, and will be a pro-active advocate and a leader in promoting regional cooperation.

The City Organization

The City of Antioch incorporated in February 1872 as a general law city and operates under a Council-Manager

form of government. Policymaking and legislative authority is vested in a five-member City Council consisting of a Mayor and four Council Members. The four Council Members are elected by District to four-year overlapping terms. The Mayor is directly elected to a four-year term.



The City Council appoints both the City Manager and City Attorney. The City operates on a bi-annual budget cycle with a FY 22-23 all funds budget of over \$179 million with a General Fund of almost \$87 million. City operations has a staffing level of 385 FTEs within

the departments of the City Manager, City Attorney, Community Development, Economic Development, Public Works, Police, Finance, Human Resources, Information Systems, Public Safety & Community Resources, and Parks & Recreation.

The Position and Ideal Candidate

The Assistant City Engineer (ACE) will have a diverse and multifaceted set of responsibilities in this prominent role for the City. While reporting to the Public Works Director/City Engineer, the ACE will manage the Engineering Services division, coordinating with and supporting development services activity, the City's CIP, Traffic Engineering, and the Clean Water Program. As one of two divisional managers within Public Works, the ACE manages a staff of 13, plus three contract personnel.

A key focus is to strengthen engineering presence in development services through a more active engagement with key partners within the Community Development Department. This will include technology enhancements, more effective tracking and management of development plans, and improvement of workflow processes, all in conjunction with the Planning and Building divisions. Design Review Standards will also need to be updated. The creation and development of a Traffic Engineering Program including a formalized set of procedures along with proactive oversight and process/workflow improvements for the City's Capital Improvement Program and



overall management of the City's Clean Water Program are additional priorities for this role. These collective priorities will require a strong technical foundation combined with a positive, engaged, and participative leadership style. Creation of a collaborative team environment, with active communication and coordination will be essential as engineering staff is based in two different work locations.

Antioch city government has traditionally operated in a collaborative fashion with positive work relationships developed and maintained through active communication and coordination. The ACE will be a hands-on, active manager that embodies this positive approach through role modeling, team building, and with a strong proactive service

orientation. A solid technical background, especially in development services, with prior experience with the implementation of electronic plan review and other technological solutions are expected. Equally important will be the ability to establish a positive work environment based on collaboration, on-going communication, relationships and mutual respect. Administratively, there is a need to strengthen project management skills, and to focus on process improvement through innovative process flows and work enhancement initiatives.

The ideal candidate will be a creative problem solver who operates with a sense of urgency and a focus on results, with high levels of diplomacy and a relationship approach to the operation. A professional background that includes five years of increasingly responsible civil engineering experience including at least two years of supervisory and administrative experience is required, along with a Bachelor's degree in civil engineering or a related field from an accredited college or university. Registration as a Professional Civil Engineer in the State of California is required (or if registered as a Civil Engineer from another state, the ability to obtain registration as a Civil Engineer in the State of California within one year of appointment is required). Registration as a Professional Traffic Engineer and/or a Practicing Land Surveyor in the State of California are desirable.

Compensation and Benefits

The salary range for this position is \$139,560 - \$169,632 annually, DOQ. (This position will receive a 2% COLA increase effective 10/9/2022.) In addition to a competitive base salary, the City of Antioch offers an excellent benefit package including:

- ◆ Retirement: CalPERS 2.7%@55 for classic members (employee pays 8% of employer contribution); 2%@62 for new members (employee pays 50% of the Normal Cost as determined annually by CalPERS).
- ◆ Deferred Compensation Program: A Deferred Compensation Program is available with a City contribution of 2% of base pay.
- ◆ Health Insurance: Cafeteria-style benefits plan with medical offered by PERS and options for dental and vision for employees and dependents. Effective January 1st, 2023, the City will pay 100% of the Kaiser rate and 100% of the most populated dental plan.
- ◆ Vacation Leave: Eleven days annual accrual for years 0-4. Accrual rate increases to fifteen days annually for years 5-9.
- ◆ Holidays: Thirteen days annually, and up to Three Floating Holidays annually.
- ◆ Administrative Leave: 80 hours annually granted in January of each year.
- ◆ Sick Leave: Earned at the rate of twelve days annually.
- ◆ The City offers an array of additional benefits including life and LTD insurance; EAP, bereavement and jury leave programs, gym/health club reimbursement, sick leave conversion, vacation buy-back and medical after retirement.



The Process

To pursue this 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).

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The final filing date for this recruitment is October 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 408.888.4099 or by email: williaml@averyassoc.net.