

# THE CITY OF MARINA



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*invites your interest for the position of*

## PUBLIC WORKS SUPERINTENDENT

## The Community

The City of Marina is located on the beautiful California Central coast, ten miles from Monterey and the famous Monterey Bay Aquarium. Marina is ideally suited for recreational and cultural opportunities and offers a safe and friendly living environment for all. The City is wonderfully diverse, teeming with options for food, culture, and adventure. Its scenic trails and seascapes afford endless possibilities for fun and exploration, attracting outdoor enthusiasts and admirers of Mother Nature. Vast stretches of dunes and rolling hills, ethnic cultures and cuisines, and historic and renowned attractions make Marina a destination to see, stay and play.



*Photo by Steve Zmak*

Initially the City served as a bedroom community for Fort Ord, which served as a major US Army facility from 1917 until the base closed in 1994. The City of Marina is now actively engaged in the redevelopment of Fort Ord, which serves as the home of California State University Monterey Bay, the Marina Municipal Airport, new retailers, hotels, VA Clinic and over 2,200 planned new housing units. The City's beautiful coastline includes Marina State Beach and the Fort Ord Dunes State Park. A portion of the Fort has also been designated as a National Monument, with beautiful vistas and 86 miles of multi-use trails.

The military has been a significant part of life in Marina, with many former and retired military personnel comprising the roughly 23,000 people who reside in the city. The American Legion takes an active role in the community, and community volunteers are instrumental in placing numerous US and state flags along Del Monte Boulevard and Reservation Road during various holidays and special events.

The city grew about 150 percent from 1970 to 1980 – a rate that slowed not only when Fort Ord closed, but also after voters approved an urban growth boundary in 2000 (and reaffirmed that decision in 2020). Civic leaders are committed to developing the city in a way that insulates it from the negative impacts of urban sprawl to become a desirable residential and business community in a natural setting. Unlike most other coastal cities in the state, much of Marina's coastline remains undeveloped, with protected rare species of butterflies, buckwheat, and sea lettuce. The City is committed to protecting its natural environment while offering a balanced mix of residential and commercial uses designed to result in an outstanding quality of life for residents.



*Photo by Steve Zmak*

## City Government

The City of Marina is a charter city and operates under the Council-Manager form of government. The Mayor and City Council are responsible for establishing policy and providing direction to the City Manager, who manages the day-to-day operations of the city. The Mayor and City Council serve staggered four-year terms. The Mayor presides at official meetings and work sessions. The City has a FY 2022-23 General Fund of around \$8M and an

approved FTE count of 108. Departments within city operations include Community Development, Finance, Fire, Human Resources & Risk Management, Police, Public Works, and Recreation & Cultural Services. The City also runs the Marina Municipal Airport which includes a collaboration with the University of California MBEST Center to create a dynamic economic development growth center for the peninsula region.

## **The Position and Ideal Candidate Profile**

Under general direction of the Public Works Director/City Engineer, the Public Works Superintendent will plan, organize, manage, and provide administrative direction and oversight for the operational divisions within the Public Works Department. This includes streets, parks, buildings, and open space as well as vehicle and equipment maintenance. This role will assist in coordinating assigned activities with other City departments, divisions, outside agencies, and the public and will foster cooperative working relationships among City departments, divisions, and with intergovernmental and regulatory agencies and various public and private groups. He/she will also provide highly responsible and complex professional assistance to the Public Works Director.

The incumbent will oversee, direct, and participate in maintenance activities and repair for the City's public works, including short-term and long-term capital improvement planning and development and the administration of funds for maintenance projects and operations. Successful performance in this role requires knowledge of public policy, applicable Federal, State, and local laws, regulatory codes, and ordinances as well as maintenance and municipal functions and activities. He/she will be responsible for the development and administration of the annual maintenance budget, including multiple parks maintenance funds, annual vehicle replacement budget, and fuel, and will oversee the forecasting of additional funds needed for staffing, equipment, materials, and supplies. Additionally, this role will develop requests for proposals, review estimates of labor and materials costs for work to be performed, and will be required to provide emergency response for the Maintenance and Utilities Division, including responding to emergency calls after hours as necessary.

This position requires five years of increasingly responsible experience in the construction, maintenance, and repair

of municipal Public Works facilities or services, including at least two years of management or supervisory experience. Equivalency to an Associate's degree with coursework in construction management, engineering, forestry, or a related Public Works field from an accredited university or college is required. Possession of a certificate in a relevant Public Works area is desirable, including but not limited to an Arborist certificate issued by the International Society of Arboriculture (ISA), a Playground Safety Instructor Certificate issued by a reputable organization such as the National Recreation and Park Association (NRPA) or International Playground Safety Institute (IPSI).



*Photo by Steve Zmak*

## Compensation and Benefits

The City of Marina offers an attractive and competitive salary and benefits package. The current salary range for this position is \$8,188.63 - \$9,953.32 monthly, depending on qualifications. The employee benefits package includes:

- ◆ Retirement – 2% @ 55 CalPERS Classic Employees with employees paying 7.0% of employee contribution. 2% @ 62 for employees new to CalPERS with employees paying 6.75% of employee contribution.
- ◆ Health Insurance Plans – The City will contribute towards the monthly insurance premium equal to 70% of the lowest cost medical plan offered by the City. The City will pay up to \$29.00 for Dental Insurance per month for an employee and their family as well as \$20.00 per month for Vision Insurance.
- ◆ Time Off – The City offers eight paid holidays plus a paid winter break from December 24th through January 1st. There are 10 days per year of vacation for the first five years of employment, increasing to a maximum of 20 days per year. Sick leave accrues at a rate of 12 days per year.
- ◆ Administrative Leave – Mid-Management members shall receive one hundred (100) hours' yearly administrative leave, earned in a lump sum on July 1st of each year. Maximum administrative leave accrual will be two hundred forty hours (240). At the employee request a maximum of 60 hours of administrative leave may be cashed out each fiscal year.
- ◆ Life Insurance – The City will provide on behalf of each member \$50,000.00 life insurance coverage at a cost to employee.
- ◆ LTD Disability – The City will provide on behalf of each member Long Term Disability which will pay 60% of pre-disability earnings up to a max of \$180,000.
- ◆ Flexible Spending Accounts (Medical Care Reimbursement or Dependent Care Reimbursement), Bilingual Pay, and Longevity Compensation.



## The Process

To pursue this desirable career opportunity, please visit the Avery Associates Career Portal on our website at <http://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 position is November 14, 2022.

If you have any questions regarding this position, please contact Bill Avery at 408.399.4424, or [bill@averyassoc.net](mailto:bill@averyassoc.net) or Bill Lopez at 408.888.4099 or [williaml@averyassoc.net](mailto:williaml@averyassoc.net). For more information on the City of Marina, visit its website at [www.cityofmarina.org](http://www.cityofmarina.org).

