

Compensation and Benefits

The salary for this position ranges from \$129,564 to \$171,324 (top step to \$174,750 effective 1/2018). The City also offers a comprehensive and competitive benefit package, including:

- ◆ Vacation: Three week's accrual per year (increases with longevity).
- ◆ Holidays: 13 ½ holidays annually, and 7 floating holidays.
- ◆ Sick Leave: 8 hours per month; sick leave bonus, and conversion to vacation available as described in the Management Compensation Plan.
- ◆ Insurance: Dental fully paid; Choice of two medical plans and City contributes up to \$1,968.08 for full family coverage.
- ◆ PERS Retirement: "Classic" members of CalPERS participate in a formula of 2% at 60 with 3% of the employee contribution paid by the City (2% effective 1/2018) and reported as special compensation. Three highest year average is used for final compensation calculation, as well as credit for unused sick leave. New members to CalPERS are subject to PEPPRA, which includes a formula of 2% at 62, with employee paying one-half of the normal cost (currently 6.25%) contribution. This position participates in Social Security.
- ◆ Life Insurance: City paid coverage of 2x annual salary up to \$200,000. Term life insurance with AD & D.
- ◆ Deferred Comp: 1.6% City contribution into a 457 account.
- ◆ Administrative Leave: 100 hours of leave annually.
- ◆ Longevity Pay after fifteen years.



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, 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 for this position is: December 1, 2017

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



The City of Martinez



*invites your interest
for the position of*

Finance Director

The Community of Martinez

Established in 1876, Martinez is the County seat of Contra Costa County. It is located along the Carquinez Strait in the central part of the County. The City's roots can be traced to the late 1840's, when it served as a ferryboat transit point on the way to the gold fields. By the time of its incorporation, Martinez had evolved into one of the area's most significant trading posts and shipping ports. Today, the City covers 12.5 square miles and has approximately 36,700 residents. As one of California's first towns, Martinez retains a strong sense of history and family. The renowned naturalist, John Muir, made Martinez his home for nearly a quarter of a century and in 1914, the year of Muir's passing, the legendary baseball great Joe DiMaggio was born here. One of the unique aspects of Martinez is its architecture. Many of the downtown shops still retain their early 20th Century look and charm, with some homes dating back more than 125 years.



The City is proud of its rich culture and heritage, as well as its many recreational offerings. The commitment of both the City and the community to enhancing and preserving nature in Martinez led to the City's designation as a Tree City USA in April 2003 by the National Arbor Day Foundation. With 17 City parks and an award-winning Aquatic Center (most of which have been recently renovated, reconstructed or enhanced as part of the November 2008 passage of the Measure H Park Improvement Bond), 14 playgrounds, 14 ball fields, 10 tennis courts, 9 trails, 1 soccer field, 1 multi-use field, 1 skateboard park, a Senior Center and a Marina, there are plenty of recreational opportunities available to the public. The waterfront's top-flight bocce ball courts are host to the nation's largest bocce federation. Next door, the 10,000 square foot Skate Park offers an attraction for the youth of the entire region. The Waterfront Amphitheater, constructed in August 2001, is a 1,000-seat amphitheater at the Marina that has accommodated a variety of special events and most recently the first "Blues by the Bay" concert event. Other notable Martinez events include the annual Earth Day event celebrating John Muir's birthday and the Martini Festival recognizing Martinez as "birthplace of the Martini."

City Government

A five member Council governs the City of Martinez. The Mayor and members of the Council are elected at large to four-year terms on an overlapping basis. The Council is responsible for representing the residents of Martinez; providing policy and programmatic direction to the City Manager and organization; and ensuring



accountability through implementation of policies responsive to the community's needs.

The City adopts a two-year budget every other year, which serves as the financial guide for all municipal operations and reflects the goals of the Mayor and Council. The total operational budgets for Fiscal 2017-18 and 2018-19 are approximately \$58M and \$51M, respectively.

The Position and Ideal Candidate

The Finance Director will oversee all finance related activities and operations of the City, including budget, treasury, accounting, collections, water billing, and purchasing. As a key member of the City's senior management team, the new Finance Director will bring exceptional leadership, proactive management and excellent communication skills to the organization. He/she is expected to bring a fresh new perspective to optimizing departmental operations.

The Finance Director will be responsible for providing both short and long-term financial planning for the City, as well as guidance on the appropriate level of financial resources needed to ensure that the City addresses its priorities and long-term goals in a sustainable manner.

Progressive leadership and the ability to foster a positive working environment through the success, growth and development of subordinates will be an absolute requirement in this role. This individual, as the director of one of the City's key internal service functions, will also need to establish and maintain positive and productive interdepartmental relations. An ability to communicate and present complex financial information in an informative, non-technical manner will also be important.

The ideal candidate will be well versed in governmental accounting, auditing and forecasting. Additionally, they



will need to be familiar with the latest technological advancements in computer-based accounting, auditing and investment management, as well as have knowledge of the relevant Federal, State and local laws and regulations. The candidate must have a Bachelor's degree in Finance, Accounting, Public Administration, Business or a related field, as well as five years of full time increasingly responsible professional experience in financial management, including three years of supervisory experience. Experience in a public agency is preferred. A Master's degree and/or a Certified Public Accountant certificate is desired.

