

*San Rafael, California*

career opportunity



# TRAFFIC ENGINEER/ DEPUTY PUBLIC WORKS DIRECTOR

## CITY OF SAN RAFAEL, CALIFORNIA

**Salary: \$120,600-\$146,592 ANNUALLY, DOQ/DOE**

**The City of San Rafael is seeking a Traffic Engineer/Deputy Public Works Director.** The successful candidate will be an accomplished leader who possesses complex project management and exceptional communication skills. The Traffic Engineer will have experience managing public works traffic engineering and land development projects, strong fiscal and business acumen, proven leadership experience, and a strong customer focus. This is a great position for the candidate who is looking to work in a professional public works environment where staff are encouraged to reduce bureaucracy and make things happen. This job is a chance to be a transformative leader advancing public projects that will serve the community for generations to come.

If you are looking for an innovative, forward thinking organization where you have exceptional opportunities to advance a career, take-on exciting projects and be a part of a dynamic leadership team, then this is a great match for you!

## THE CITY & DEPARTMENT

The City of San Rafael is a full-service City with a City Council/City Manager form of government which has over 400 employees and an annual budget of \$107 million for FY 2016–17. San Rafael has an elected Mayor and four elected City Council Members who serve four-year terms. The vision of the City is to be a vibrant economic and cultural center reflective of its diversity. The City has an engaged, supportive and innovative City Council that desires to sustain the beautiful natural environment.

The Public Works Department (PWD) includes the divisions of:

- ▶ **Engineering, Parks and Streets Maintenance**
- ▶ **Traffic Engineering, Land Development, and Encroachment Permitting and Inspections**
- ▶ **Administration** (develops and monitors budget, manages grants, oversees garage operations and fleet)

The Department is collegial, respectful and inclusive. If you are looking for an innovative, forward thinking organization where you have exceptional opportunities to advance a career, take-on exciting projects and be a part of a dynamic leadership team, then this is a great match for you! Read further for a sneak peek of the exciting opportunities awaiting this Traffic Engineer/Deputy Director position.



# OPPORTUNITIES & PROJECTS

The Traffic Engineer/Deputy Public Works Director will oversee traffic engineering, traffic planning, land development, and encroachment permitting and inspections. There are a number of traffic, pedestrian safety, and other challenges that this position will have the opportunity to oversee and work with staff on:

- ▶ **The Sonoma Marin Area Rail Transit (SMART) train is operating in San Rafael.** SMART's station in downtown San Rafael is in close proximity to the current Bettini Transit Center and is the center of public transportation in Marin County. In addition, this area of San Rafael is a key vehicle hub for east west and north south travel. The area is already very congested and will be further impacted by the active rail system. The second phase of the SMART train will continue from central San Rafael to the Larkspur ferry terminal sometime in late 2018. This rail extension will cross the two busiest streets in San Rafael and will impact vehicular, pedestrian and alternative modes of travel through the City. The successful candidate will use their extensive background to develop the plan to make improvements to accommodate the rail extension.
- ▶ **Third Street is a major westerly artery which is a vital connection between highway 101 and the cities and towns west of San Rafael.** Supported by an \$11 million grant, the incumbent will plan the improvements needed to this street that are essential to accommodate the ever increasing volume of traffic.
- ▶ **The Bettini Transit Center is in the heart of San Rafael.** Public transit continues to grow and San Rafael is the hub for public transportation in Marin County. The Center has outgrown its current location and the planning for a new center in a new location is just beginning. This is a transit agency led improvement and San

Rafael needs a strong representative to ensure that the goals and long-range plans of San Rafael are carried into the plan for the new, permanent transit center the achieves both efficient transit goals and provides a vibrant gateway into the heart of San Rafael.

- ▶ **The City is embarking on an effort to provide Adaptive Traffic Controls through an Innovative Deployments to Enhance Arterials (IDEA) Grant.** This effort will allow the installation of adaptive signals throughout central San Rafael. The grant is approved and the successful candidate will have the opportunity to improve traffic flow, improve travel time reliability, ease traffic congestion, and reduce fuel consumption throughout San Rafael by leading the implementation of this proposal.
- ▶ **The City of San Rafael has seen an influx of business development in the area.** An existing PG&E remediation site located near downtown was recently purchased by BioMarin; the company plans to develop the site to include both administrative spaces to support the laboratory as well as adjacent senior housing. This effort will generate significant traffic impact studies and reports and there will likely be significant mitigation required. The successful candidate will use their strong background in the development process as well as their intricate knowledge of impacts associated with this type of development to participate in the planning with BioMarin and coordinate with Community Development staff to review the plans and mitigation measures.



# THE JOB

This is a mid-management position that reports directly to the Public Works Director, oversees 6 staff and has additional temporary and contractor support and a \$3-4 million operational budget. The Traffic Engineer Deputy/Public Works Director will have fantastic career opportunities and work in one of the most ideal building locations. Public Works is located in a 30,000 square foot building overlooking the Bay and Shoreline Park. This position is part of the Public Works Department executive team with a collaborative team culture that inspires creative thinking, engagement and supports quality of life and work-life balance. As mentioned, this position will oversee traffic engineering, land development, and encroachment permitting and approvals.

# IDEAL CANDIDATE PROFILE

The ideal candidate will use their interpersonal skills and technical engineering expertise to motivate the team to meet the goals and objectives of the department and City. You will use your communication skills and strengths to advocate for various modes of transportation including bicycle, pedestrian, transit and vehicular. The Traffic Engineer will be customer service minded, an interdepartmental collaborator, an excellent project manager and a mentor to our future leaders.

## Leadership / Communications / Customer Service

- ▶ Successfully lead a dynamic and talented staff and be interested in their professional development
- ▶ Advance an organizational culture that attracts and retains talented staff
- ▶ Be a transformational thinker and bring creative solutions to decision makers
- ▶ Use effective communication skills and political savvy to work with other City leaders, elected officials, and a very engaged public
- ▶ Implement strategic direction of the department
- ▶ Be adept and comfortable delivering presentations in a public forum
- ▶ Promote a customer oriented approach towards meeting client needs
- ▶ Facilitate project concerns that are politically sensitive

## Technical & Business Acumen / Administration / Operations

- ▶ Develop short- and long-range plans and align staff actions to achieve desired outcomes
- ▶ Oversee contracts, vendor relationships, personnel, projects, quality assurance and project timelines
- ▶ Work collaboratively cross-departmentally and with other community members and organizations
- ▶ Lead and implement key projects with short timelines at a rapid pace
- ▶ Understand and adhere to local, state and federal building codes, laws and mandates
- ▶ Oversee and report on day-to-day Department operations and manage budget
- ▶ Keep projects on-time and on-budget, meet deadlines, be flexible and adjust priorities as needed
- ▶ Review, modify and accurately convey City policies and procedures related to Traffic Studies and Reports
- ▶ Possess working knowledge of traffic models including Vissim, Synchro and others that are used by the Transportation industry

## Interpersonal

- ▶ Build trust with peers, contractors, community, stakeholders and county leadership
- ▶ Interact successfully with a very engaged public to present and explain traffic policies and decisions
- ▶ Be self-directed, motivated, detail oriented and flexible
- ▶ Demonstrate transparency and strong work ethics and integrity



## – Employment Standards –

In addition to the above ideal candidate competencies the required qualifications are:

- ▶ Registration as a Traffic Engineer in the State of California
- ▶ Six years of increasingly responsible experience performing traffic and/or civil engineering, preferably including supervisory/management experience.
- ▶ Ability to obtain a valid California Driver's License upon hire.

**OR**

An equivalent combination of education and experience to successfully perform the essential duties of the job.

# COMPENSATION & BENEFITS

The City of San Rafael offers an attractive compensation and benefits program. The salary range for this position is **\$120,600–\$146,592** annually, DOQ/DOE, and a competitive benefits program including:

- ▶ **Retirement:** The City is a part of the Marin County Employees Retirement Association (MCERA—1937 Act County System) plan, which offers reciprocity between agencies in CalPERS; employees receive 2% @ 55 formula (depending on years of public service), with up to 2% COLA
- ▶ **Health Insurance:** Full flex cafeteria plan which can be applied to a health plan or converted to cash (\$653.61 employee only; \$1,307.20 employee +1; \$1,699.38 family level; \$653.61 opt-out payment)
- ▶ **Dental and Vision Insurance**
- ▶ **Life and Long Term Disability Insurance:** \$150,000 basic life and long-term disability is two-thirds of the salary, up to \$7,500/month
- ▶ **Deferred Compensation**
- ▶ **Annual Leave:** vacation ranges from 15–25 days (depending on years of service), 12 days sick leave, 75 hours of administrative leave annually, 11 holidays and 2 floating days
- ▶ **Work Week:** 37.5 hour week
- ▶ **And more** (*contact the recruiter for more benefits details*)



## HOW TO APPLY

*This position is open until filled. For first consideration **APPLY BY AUGUST 6;** however, candidates are encouraged to submit as soon as possible.*

— APPLY AT: [wbrowncreative.com/job-board/](http://wbrowncreative.com/job-board/) —

### QUESTIONS?

Please contact your recruiter, **Wendi Brown:**  
**866-929-WBCP (9229)** toll free | **541-664-0376** direct  
[wendi@wbrowncreative.com](mailto:wendi@wbrowncreative.com)

### SAVE THE DATES!

Interviews will be on **AUGUST 23 & 24;**  
candidates will need to be available for  
both days.