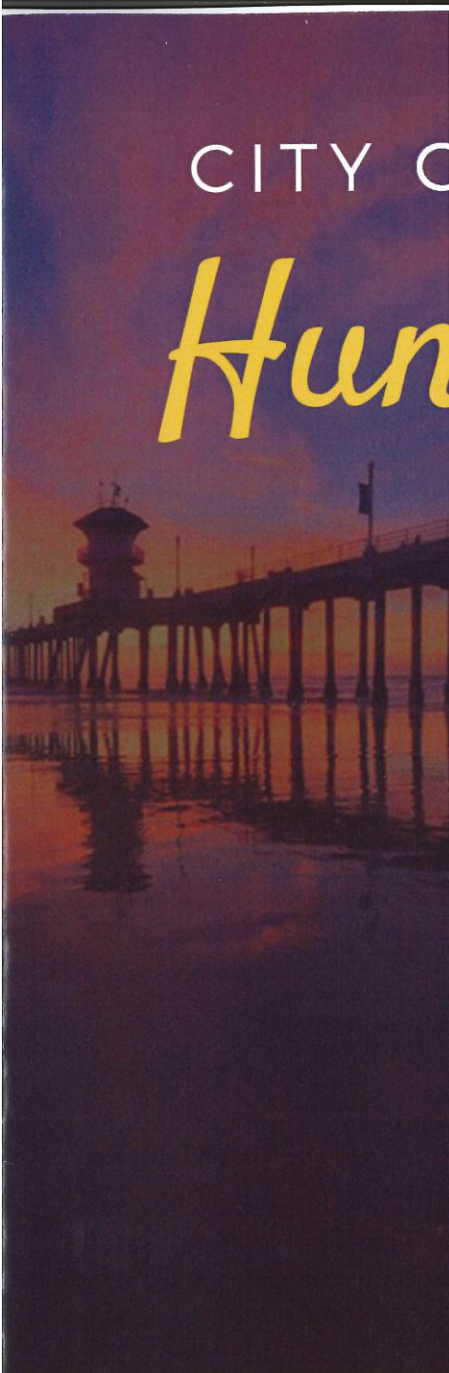


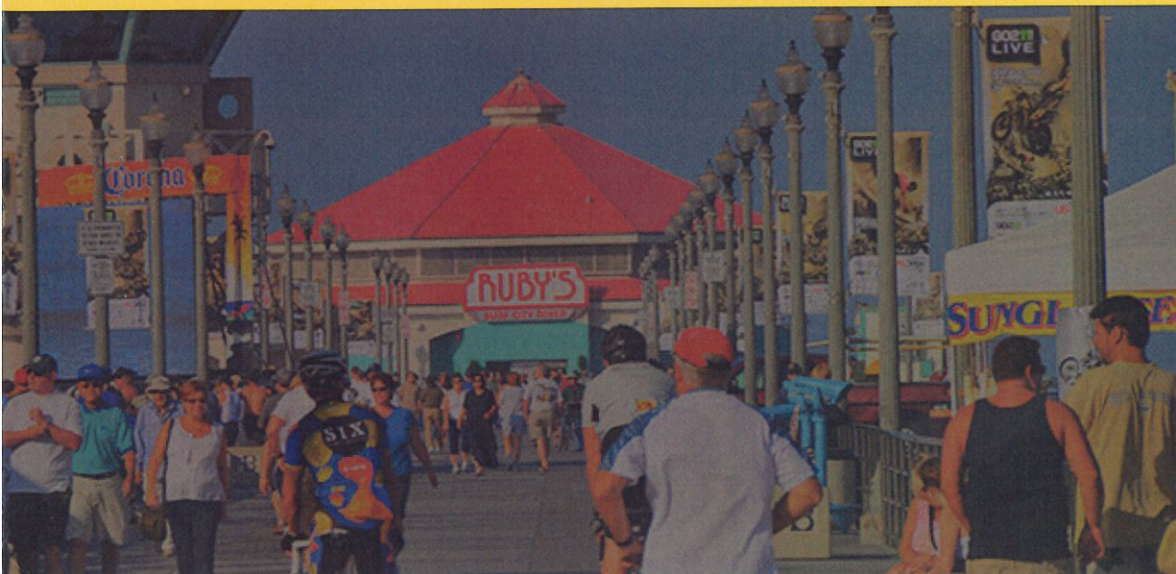
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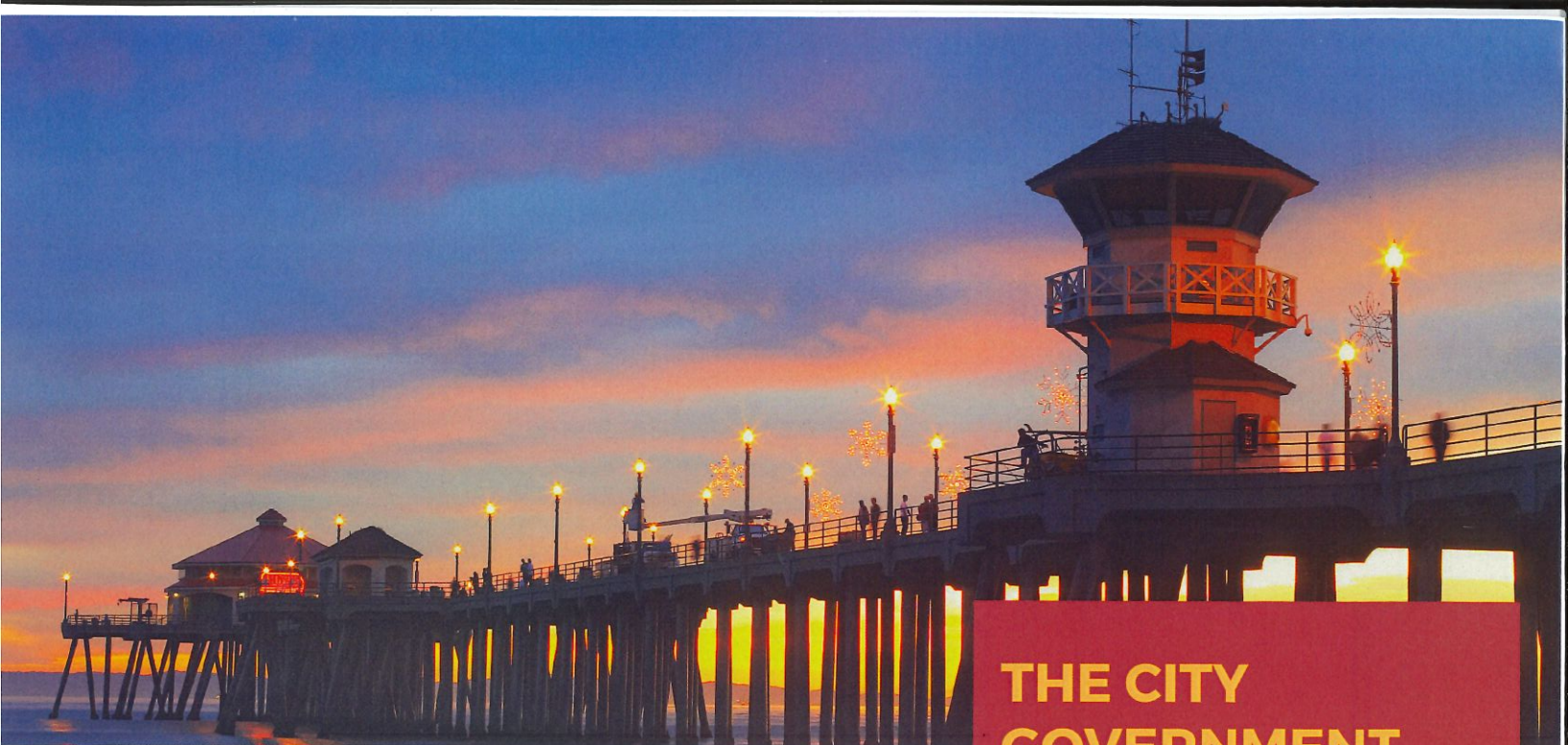
Huntington Beach

CALIFORNIA



DIRECTOR OF COMMUNITY DEVELOPMENT





The Opportunity

The City of Huntington Beach is recruiting for a highly experienced Director of Community Development to manage the day-to-day activities of the Community Development Department. The successful candidate will have a broad background in urban planning, community development and economic development principles, and a strong track record of success in managing a multi-faceted organization. The new Director will work closely with the City Manager's Office and will be directly responsible for a Department of approximately 44 full-time employees with an operating budget of \$7.6 million. This senior-level executive will be results-driven, with well-grounded, ethical decision-making skills, superior interpersonal and communication skills, outstanding public speaking abilities, and will have strong leadership characteristics.

The Community

The City of Huntington Beach is located on the shore of the Pacific Ocean in northwestern Orange County, 40 miles south of Los Angeles and 90 miles north of San Diego. As the fourth largest city in Orange County, with a population approximating 200,000 residents, Huntington Beach is known as "Surf City USA" due to its abundance of beaches, sunny, warm Mediterranean climate and casual lifestyle. Huntington Beach covers nearly 28 square miles of land, 26 square miles of water, and is the 24th largest city in California. With 10 miles of uninterrupted beach along the Pacific Ocean, the City also plays host to an annual visitor population of over 11 million people. Huntington Beach has consistently been named one of the "Best Cities to Live In" in Orange County by the readers of the Orange County Register.

Huntington Beach has one of the largest pleasure piers in the world and has the longest concrete pier in the State. The City's park system includes 58 public parks (including a dog park), riding stables, and the largest city-owned and operated regional park in Orange County – Huntington Central Park. Also within the City's boundaries are five recreation centers (including a senior center), three miles of equestrian trails, two golf

THE CITY GOVERNMENT

Founded in the late 1880s, Huntington Beach was incorporated as a Charter City in 1909. Huntington Beach has a City Council/City Manager form of government. The City Council has seven members who are elected at large, on a non-partisan basis, to four-year overlapping terms. City Council members are limited to two consecutive 4-year terms. There are three elected department heads - the City Attorney, City Clerk, and City Treasurer. The position of Mayor is filled on a rotating basis.

The City of Huntington Beach is organized into 13 major departments including City Attorney, City Clerk, City Manager, City Treasurer, Community Development, Community Services, Finance, Fire, Human Resources, Information Services, Library Services, Police, and Public Works. The City has approximately 1,500 full and part-time employees and a total budget of approximately \$360 Million.





courses, 72 tennis courts, a marina and a protected wildlife preserve. Running parallel to Pacific Coast Highway and just steps from the ocean is an eight-mile strand perfect for biking, inline skating, jogging, or a leisurely stroll.

There are 35 elementary schools, five public high schools and one community college (Golden West College) located within Huntington Beach. The City has a world-class Central library as well as four additional branch libraries. The University of California, Irvine and California State Universities at Long Beach and Fullerton are located in close proximity.

There are over 80,000 households within the city. The median annual family household income is nearly \$85,000 ranking as one of the highest in the nation. In 2017, the median home value was approximately \$675,000.

The Department

The Community Development Department is comprised of five programs or divisions: Administration, Planning, Code Enforcement/Neighborhood Preservation, Inspection Services, and Permit and Plan Check Services. Collectively, these divisions provide services to residents and businesses in the City, generally related to the Development and/or use of private property.

Total staff in the Community Development Department is approximately 44 full-time staff complemented by limited contract staff. An updated organization chart is located at www.ralphandersen.com.

The Position

This career opportunity is the result of the retirement of Scott Hess, who has directed the Community Development Department since 2001. The position will continue to be a key member of the City Manager's Executive Team and will provide day-to-day management of the Department.

Key responsibilities of this position include:

- Provide leadership and overall direction to departmental staff;
- Coordinate community development activities with other City departments and regulatory agencies;
- Provide professional planning and land use advice to the City Council, Planning Commission, civic groups, and the general public;
- Promote and articulate a commitment to excellent customer service;

Priorities for the new Director include:

- » Local Coastal Program Update and Sunset Beach Specific Plan Local Coastal Program Certification with Coastal Commission
- » Overall Zoning Code Update
- » Increase Public Outreach - Establish designated staff for Website, Social Media, Communication
- » Launch New Enterprise Land Management System

- Evaluate land use and growth management proposals to ensure compliance with applicable City, State, and Federal laws;
- Communicate official plans, policies, and procedures to staff and the general public;
- Work with the business community to preserve and enhance desired improvements for the area;
- Respond to local citizens' inquiries relative to planning, zoning, and City ordinances; and
- Assume fiscal responsibility for staffing and departmental and project-related budgets.

It is essential that the next Director of Community Development have a working knowledge of urban planning, community development, and a wide array of municipal functions.

The Ideal Candidate

The ideal candidate will be a strong and decisive leader that has exceptional management, interpersonal, and communication skills, with a hands-on and proactive approach to addressing a broad range of urban planning and community development related challenges. The successful candidate for the Director of Community Development will be a strategic and innovative thinker with a keen understanding of California planning laws, who is comfortable operating in a dynamic work environment. Importantly, the next Director of Community Development will be solution oriented, and a key member of the City's healthy economic strategy, recognizing the interconnections between the planning function and economic development.

This position requires a visionary and proactive leader in the field of planning, with the ability to facilitate discussion and collaboration between elected officials, and who feels comfortable and at-ease serving an active and involved citizenry. Working with staff and a variety of community stakeholders, the Director of Community Development will facilitate the implementation of progressive planning

strategy, programs, and ideas into the overall operation of the department. Additionally, the Director will promote community meetings and other forms of civic engagement in the review and evaluation of planning and community development proposals and will endeavor to operate in a transparent and open government manner.

Ideally, the Director will have a career history serving communities of similar size and complexity. Experience dealing with historic preservation issues, economic development programs, as well as environmental issues, including California Environmental Quality Act (CEQA), is considered a plus.

The Director will also be a positive influence on day-to-day operations, have a "can-do" attitude, and be comfortable with a hands-on approach to all aspects of departmental procedures. The ideal candidate will have a natural interest in mentoring and guiding staff in delivering high quality customer service; having patience to not only explain strategy and procedures but also explaining how to effectively and efficiently achieve City-established goals with a proactive approach versus a reactive response.

Education & Experience

Education: Bachelor's degree from an accredited four-year college or university with major coursework in community development, urban planning, or a related field is required. A Master's degree in urban planning, public administration, or a closely related field is preferred.

Experience: This position requires a minimum of five years of progressively responsible administrative and supervisory management experience in community development, urban planning, redevelopment, or a closely related field, including three years at the mid-management/supervisory level in an organization of comparable size (or larger) with similar scope of activity.

Professional License: Membership in the American Institute of Certified Planners (AICP) is preferred.

Compensation

The annual salary for this position is within an established range of \$168,105 to \$208,270 and will be dependent upon the qualifications and experience of the selected candidate. In addition, benefits provided include the following:

- Retirement
 - Classic Members: California PERS: 2.5% at 55 Miscellaneous benefit formula. Employees contribute 8% of the employee share.
 - New Members: California PERS: 2% at 62 Miscellaneous benefit formula. Employees contribute 6.25% of the employee share.
- The City does not pay into Social Security; however, all employees pay 1.45% towards Medicare.

- Insurance—Health (medical/dental/vision), life and long-term disability insurance provided by City. Employees contribute a portion towards health insurance. IRS Section 125 medical and dependent care reimbursement plan (FSA) is available.
- Leave—General leave—176 hours per year for the first five years of service—in lieu of sick/vacation leave; 80 hours of executive leave per calendar year. Ten paid holidays annually.
- Auto Allowance—\$500 per month.
- Deferred Compensation Plans—457 and 401 (a) plans are available.

The Selection Process

This is a **confidential recruitment** and will be handled accordingly throughout the various stages of the process. Candidates should be aware that references will **not** be contacted until mutual interest has been established. Candidates are encouraged to apply no later than Tuesday, February 20, 2018 by submitting a comprehensive resume and compelling cover letter via email to apply@ralphandersen.com. Confidential inquiries welcomed to Ms. Heather Renschler at (916) 630-4900.

Resumes will be reviewed upon receipt of completed submittal. Only the top tier of candidates will be invited to interview with the City. Interviews will be conducted during early-to-mid March. It is anticipated that the newly selected Director of Community Development will join the City of Huntington Beach in April /May 2018 or upon a mutually agreeable date.