



City of Huntington Beach

File #: 20-1502

MEETING DATE: 3/16/2020

REQUEST FOR CITY COUNCIL ACTION

SUBMITTED TO: Honorable Mayor and City Council Members

SUBMITTED BY: Oliver Chi, City Manager

PREPARED BY: Travis K. Hopkins, PE, Assistant City Manager

Subject:

Approve the appointment of Dahle Bulosan to the position of Chief Financial Officer (CFO) and authorize the City Manager to execute the employment agreement

Statement of Issue:

The City's Chief Financial Officer resigned in May of 2019. To fill this critical leadership position, a national recruitment was conducted for the position of Chief Financial Officer. Based on a thorough process to include a panel interview, Department Head meetings, and background and reference checks, the City Manager is recommending the appointment of Dahle Bulosan to the position.

Financial Impact:

Funding for this position is included in the FY 2019/20 budget.

Recommended Action:

Approve and authorize the City Manager to execute the "Employment Agreement Between the City of Huntington Beach and Dahle Bulosan" for the position of Chief Financial Officer.

Alternative Action(s):

Do not approve the appointment of Dahle Bulosan for the position of Chief Financial Officer and direct the City Manager to re-launch a national recruitment.

Analysis:

The position of Chief Financial Officer has been vacant since May 2019 due to the resignation of the former incumbent, thereby creating the need to fill the department head vacancy. The City Manager authorized Human Resources to launch the recruitment for the Chief Financial Officer in January of 2020. The City received 65 applications for the position. Eleven (11) individuals were selected from the applicant pool for an extensive screening process. The top five (5) candidates were invited to an interview process with two panels, a technical panel with external seasoned leaders in the financial community and a second panel of the City's Executive (Department Head) team. The panels jointly recommended two finalist.

The City Manager and Assistant City Manager conducted follow-up interviews with each of the finalists. After full and deliberate consideration, the City Manager recommends City Council approval to appoint Dahle Bulosan to the position of Chief Financial Officer, effective March 16, 2020.

Mr. Bulosan has over 20 year of both private and municipal financial experience. In the private sector, he has held positions as a Senior Accountant, Accounting Manager and a staff accountant before moving to municipal government. In the government sector, he has held a position with the Retirement Housing Foundation before coming to the City of Huntington Beach in 2006. Mr. Bulosan was progressively promoted during his career in the Huntington Beach Finance Department. He has held positions including Senior Accountant, Senior Administrative Analyst, Acting Budget Manager, Accounting Manager, and Finance Manager - Accounting. Most recently, he has been filling the position of Acting Chief Financial Officer for over four months.

Mr. Bulosan holds a Bachelor of Business Administration from the University of Hawaii at Manoa and a Masters of Business of Administration from California State University Long Beach. He is also a member of the Phi Delta Gamma National Graduate Honor Society Member.

The contractual compensation is recommended at Non-Associated/Executive Management Pay Grade NA 0518, Step B (\$85.27 hourly). The annual salary is \$177,362. All other benefits provided are generally applicable to the former incumbent and/or non-associated employees (department heads) hired after 12/27/1997, as set forth in Huntington Beach City Council Resolution No. 2014-32.

Environmental Status:

N/A

Strategic Plan Goal:

Enhance and modernize public safety service delivery

Attachment(s):

1. Chief Financial Officer Recruitment Brochure
2. Resume, Dahle Bulosan
3. Employment Agreement including Exhibit A, Resolution 2016-50