



Peckham & McKenney
"All about fit"

**PECKHAM
&
MCKENNEY**
EXECUTIVE SEARCH

**Community
Development Director**
CITY OF SOUTH GATE, CALIFORNIA

THE COMMUNITY

Located 20 miles north of the Ports of Los Angeles and Long Beach, 7 miles south of downtown Los Angeles, and 13 miles east of the Los Angeles International Airport, the City of South Gate (pop. 98,633) is situated in an ideal location to live and work. Notable for the affordability of housing, community values, local businesses and large manufacturers, and proximity to several major corridors for access to regional, national, and global markets, the City of South Gate is uniquely positioned for the future. With residential, commercial, and industrial development within the City's 7.4 square miles, South Gate ranks as the 17th largest City in Los Angeles County and the 73rd largest City in California. The City is approximately 95% Hispanic or Latino, has a median home value of approximately \$539,655, and a majority of jobs in the City are in the categories of office/administrative and production. Economic development, growth of the commercial/industrial sector, and business retention are a key focus of the City. The City is the location of choice for major employers and large companies including AltaMed, Amazon, Damco, Rockview Dairies, Shultz Steel, IRS Demo, and Tesoro.

The City of South Gate prioritizes public safety and as such, supports its own Police Department. Fire, paramedic and emergency response/preparation

services are provided by the Los Angeles County Consolidated Fire District. The community also enjoys a strong parks and recreation program with 9 parks throughout the City and year-round events and activities. The City is in the enviable position of having a robust strategic capital plan with several significant projects over the next few years "that will be transformative to [residents] living experience in South Gate". Local and regional projects of significance include a 30-acre park in open space along the Los Angeles River, traffic safety improvements, a satellite campus for East Los Angeles Community College, a new cultural center, and a metro-rail station, among other community enhancements.

The City Council and City management pride themselves on providing public services and serving the community in a transparent, honest, ethical, responsive, and professional manner and in alignment with good government, best management, sustainable land use, and fiscal management practices. The City strives to deliver public services in a cost conscious, effective, thoughtful, and efficient manner throughout the residential and business communities to benefit residents' quality of life, with an eye toward positioning the City for the future, and to represent the southeast cities as a model in good governance. The community expects professionalism, responsiveness, fairness and equity in the delivery of City's services.

THE ORGANIZATION

The City operates under the Council-Manager form of government. The five members of the City Council are elected to four-year overlapping terms with the Mayor selected among his/her peers to serve a one-year term. Additionally, the City Clerk and City Treasurer are elected positions. The City Council has a well-established tradition of respect and support of staff. The City Council appoints the City Manager who serves as chief executive of the organization.

The City's executive team prioritizes professional work, transparency, ethics, the delivery of quality services, thoughtful planning with foresight, providing completed staff work, and achieving the goals of the City Council. The City has a stable and strong pandemic adjusted General Fund operating budget of approximately \$50 million with prudent reserves, and a total of 316 full-time positions. Moving forward, the organization is focused on opportunities and strategies for improving and enhancing its fiscal position. Planning, business support and development, economic development and grants, are a particular focus and high priority for the City related to growing job opportunities, supporting public services, addressing housing needs, and sustaining the City's future.

As an organization, the City of South Gate prioritizes employees, professional management, diversity, inclusion, and a work/life balance. With long-tenured executive and staff positions vacant due to typical organizational transition and retirements, the organization has a variety of operating opportunities and challenges. The new Community Development Director will be responsible for building her/his team, strengthening interdepartmental cooperation and collaboration, and leading efforts to develop City relationships with residents, businesses, and regional and state agencies. Integral in this role will be implementing best practices, streamlining operations, and educating the community about planning, code enforcement, and building and safety services and processes.



To learn more about the City of South Gate, please visit www.cityofsouthgate.org.

THE POSITION

The City of South Gate is a general law city. The Community Development Director reports to the City Manager who receives policy direction and goals from the City Council. The ideal Community Development Director will exemplify the tenants and principles of contemporary



municipal planning, zoning and building and safety; professional management and leadership; and communication. Moreover, the Community Development Director will introduce, recommend, educate, implement, and evaluate day-to-day operations and future visioning that positions the City for long-term sustainability. With guidance from the City Manager, discussion and input with elected and appointed officials, teamwork with department and interdepartmental staff, and community engagement, the Community Development Director will be responsible for code and policy updates, streamlining operations, addressing housing requirements, mobility initiatives, economic development, intergovernmental relations, grant applications and management, responding-to and implementing state mandates, staff hiring and training, implementing technology, and community outreach. The ideal candidate is well versed in all aspects of community development to achieve outcomes, build relationships,

connect with the community, and work collaboratively to move the City from good to excellent.

The City desires a professional with integrity, vision, and passion for all aspects of planning. The ideal candidate is honest, direct, a team player, humble, enthusiastic, creative, innovative, accessible, and responsive. The new Community Development Director should be focused on implementing best practices, recognizing and hiring talent, addressing resident and business concerns and service delivery through empowering and motivating staff, team work, collaboration, fairness and equity. As such, the ideal candidate should be:

- Strategic and thoughtful.
- Forward thinking.
- Recognize and act on opportunities for progressive and smart growth and development that provides jobs, urban renewal, and vibrancy for community activity.
- A good listener.
- A consensus builder with the community and region.
- Open and transparent in communications.
- Open minded, responsive to new ideas, and flexible.
- Visible and engaging in the business community.
- Effective in explaining City services and recommendations.
- A problem solver.
- Excellent in making presentations.
- Demonstrate positivity and energy.
- Promote economic development that improves the City's financial position.
- Value practices that achieve and maintain a high quality of life for the community.

- Effective in creating and maintaining a positive work environment and culture.
- Be politically astute and intuitive.

The Community Development Director must be technically knowledgeable, experienced, and a people oriented practitioner. Current local projects for the Community Development Director to focus her/his attention includes the development of a 75 acre Gateway Specific Plan which will incorporate the West Santa Ana Branch Transit Corridor (WSAB) light rail station and affordable housing, and economic development in the areas neighboring the new satellite campus for East Los Angeles Community College and the new Southeast Los Angeles (SELA) Cultural Arts Center. Candidates should be seasoned professionals with a planning, housing, redevelopment, building inspection, code enforcement, and related community services background serving in a comparable size community. Candidates must have 5 years of progressively responsible experience including 3 years as a supervisor and a Bachelor's degree



from an accredited college or university in urban planning, economic development, housing, engineering or a related field. A Master's degree and bilingual skills are highly preferred.

THE COMPENSATION

The workweek for the executive management team is generally 7:00 a.m. to 6:00 p.m. Monday through Thursday with performance of duties as necessary outside these normal business hours. The annual salary range for this position is \$155,496 to \$189,000 and an appointment will be made depending upon the qualifications of the selected candidate. The position will have an employment agreement and executive level benefits that include:

RETIREMENT: Classic Member -PERS 2.7% @ 55, single highest year. Employee pays the 8% employee contribution, which is deducted from salary on a pre-tax basis, as a cost share. **New Member - PERS** 2% @ 62, highest three years. Employee pays 6.5% of the contribution, which is deducted from salary on a pre-tax basis, as a cost share.

MEDICAL INSURANCE: City contributes up to \$1,000 per month plus 1% of salary toward medical and dental insurance. Employees may receive non used/required benefit amount in cash up to \$600 per month. City pays Vision insurance premium for employee and up to 2 dependents at HMO rate.

RETIREE HEALTH INSURANCE: City will reimburse employee on a quarterly basis for the required CalPERS monthly contribution.



SEARCH SCHEDULE

Resume filing deadline July 30, 2021
Preliminary Interviews August 2 – August 13, 2021
Recommendation of Candidates August 17, 2021
Finalist Interview Process August 23, 2021

These dates have been confirmed, and it is recommended that you plan your calendar accordingly.

OTHER INSURANCE BENEFITS: City provides \$100,000 of life insurance. If employee elects to participate in long-term disability insurance, City provides 50% of the cost.

ALLOWANCES: City pay \$120 per month toward communication expenses in lieu of providing a cell phone. City pays \$500 per month as an automobile allowance. City will pay \$125 per month for achieving a Master's Degree from a fully accredited university.

DEFERRED COMPENSATION: City shall match employee contribution up to \$550 per month.

LEAVES:
Vacation: 120 hours annually to a maximum leave accumulation of 300 hours. Employee may cash out 40 hours of vacation annually.

Sick Leave: 96 hours of sick leave

Administrative Leave: 40 to 50 hours to a maximum accumulation of 100 hours. Employee may cash out 80 hours at 50% of the hourly rate on the anniversary date.

Holiday Leave: 130 hours of holiday leave (10 holidays) per year including the week between Christmas and New Year's Day.

Tuition Reimbursement: City pays up to \$3,500 for university or recognized professional organization (American Planner Association) annually with pre-approval by City Manager.

The City does not participate in Social Security.



THE RECRUITMENT PROCESS

If you are passionate about this opportunity, we invite you to apply, even if your resume is not traditional! To apply for this exciting career opportunity, please visit our website at:

Peckham & McKenney
www.peckhamandmckenney.com

Resumes are acknowledged within two business days. We are pleased to answer questions about this exciting opportunity and the recruitment process; do not hesitate to contact Tony Dahlerbruch at (310) 567-1554 or (866) 912-1919.



www.peckhamandmckenney.com