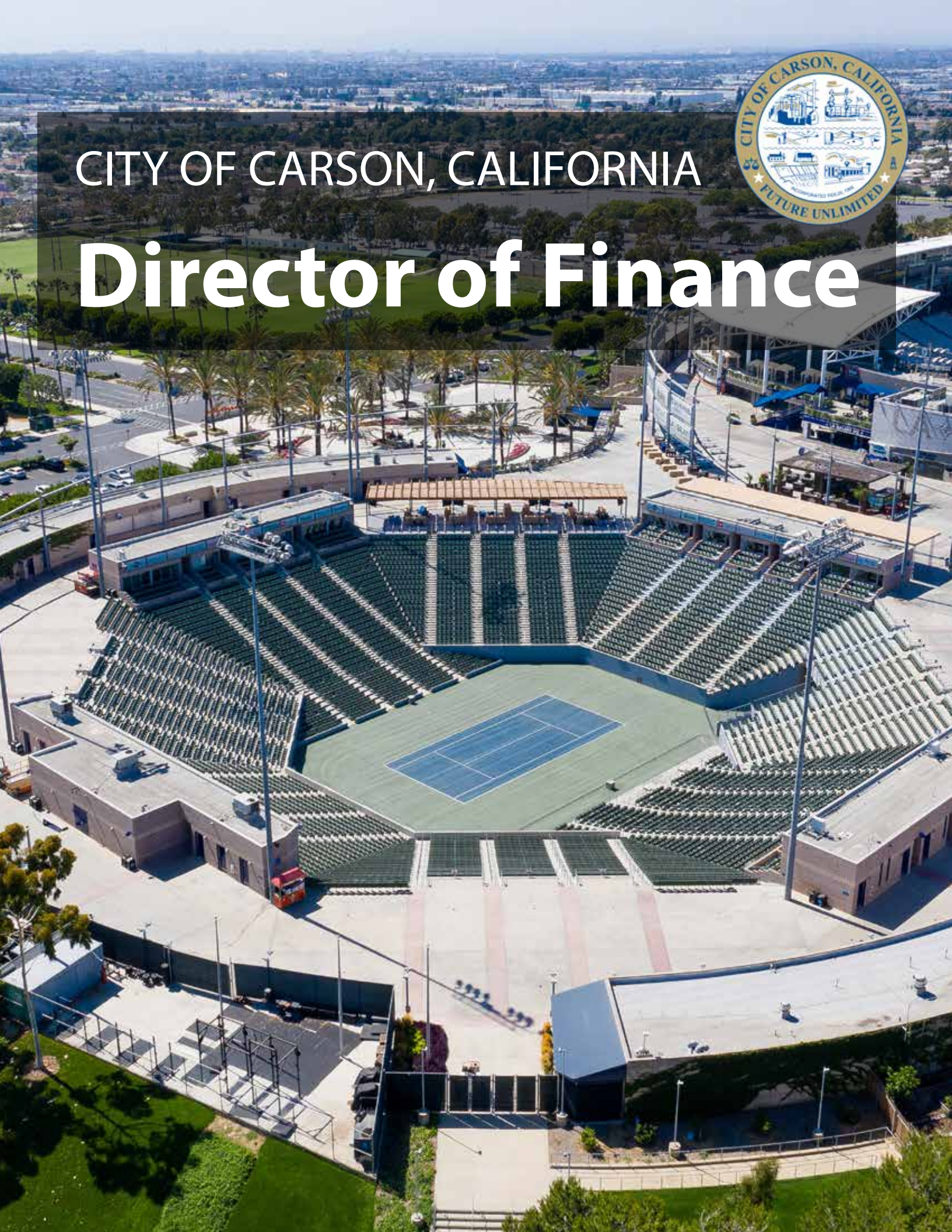
CITY OF CARSON, CALIFORNIA

Director of Finance



CITY OF CARSON

DIRECTOR OF FINANCE

The City of Carson is one of Southern California premier location for many industries, from goods movement to manufacturing and research in aerospace, electric vehicles, and other environmental technologies which are thriving despite the global economic challenges.

Carson prizes affordability and good value for its residents and businesses, approving housing development of all types and holding down local business fees and taxes.

Major retail development – the Los Angeles Premium Outlets, the Carson Country Mart, the redevelopment of South Bay Pavilion, and a Costco – and sports and entertainment, with the development of the Creek at Dominguez Hills project.

Carson Landing (177-units) and the Upton (34 units) are new townhome communities. Major multi-family projects in the city's core could bring nearly 4,000 new units of different types – mid-rise apartments, townhomes, and even detached homes.

Two technologies affect businesses: available, quality electrical power and high-speed broadband services. Electrification of vehicle fleets at the ports creates opportunities for nearby businesses to help speed the transformation, but they need plentiful electric power in the right locations. Quality broadband is a universal challenge.

The explosion in traffic at the ports affects us in dramatic ways, creating economic pressure on industrial land to be developed as logistics rather than other types of industrial uses. On the flipside, the red-hot LA housing market has made housing development in Carson very attractive for developers.

POPULATION

92,000

COUNTY

LOS ANGELES

KEY INDUSTRIES WITH HEADQUARTERS IN THE CITY OF CARSON

- Health & Social Assistance
- Manufacturing
- Retail Trade
- Mining, Quarrying, Oil, Gas Extraction,
- Utilities
- Finance & Insurance

THE COMMUNITY

Carson is located less than 15 miles south of downtown Los Angeles and is considered part of the South Bay region of Los Angeles County. The city is 19.2 square miles, and Carson's population grew faster than almost any other South Bay city between 2010 and 2020, and today has a population of 96,000. Carson is an attractive city to live and work in, experiencing mild temperatures year-round and is naturally cooled by westerly ocean breezes.

Carson prides itself on being a culturally diverse community and is accessible by air, rail, water, and freeway. The City is minutes from Los Angeles International Airport, Long Beach International Airport, and the Ports of Los Angeles and Long Beach. Four freeways surround or cross the City: the San Diego Freeway (405); the Harbor Freeway (110); the Artesia Freeway (91); and the Long Beach Freeway (710). Additionally, the Metro Silver Line Express Bus has frequent stops in Carson on its route between the South Bay and Los Angeles, and local service is provided by Long Beach Transit and the Carson Circuit, providing convenient bus transportation within the City. There is no other city in the Los Angeles-Orange County region that matches Carson's superior location and ease of accessibility.

The city is home to many large and modern facilities in the refining, petrochemical, electronics, electric vehicle-, aerospace-, logistics, and high-tech industries. A large number of multinational companies also call Carson their home by locating corporate facilities here.

After decades as a formerly closed landfill, the District at South Bay project is now under development. This 157-acre development project, located along Del Amo Boulevard and the 405 freeway, will feature the Los Angeles Premium Outlets, a 500,000 square foot high quality outlet mall; the Carson Country Mart, a modern mixed-use complex with a wide array of restaurants; light industrial space; and more than 1,000-residential units in a range of product types. This development will accelerate retail and entertainment development in the city and provide hundreds of construction and permanent job opportunities.

The city also is starting to see results from its investments in the Carson Street Master Plan, a Mixed-Use District Master Plan focusing on Carson Street between the 405 and the 110 freeways and surrounding areas. The construction of a more walkable, human-scaled streetscape designed for community and pedestrian has incentivized the development of denser mixed-use projects along the corridor, including Veo, Union South Bay, Veterans Village, and nearly 2,500 units in the development pipeline for Avalon Boulevard, near City Hall.

Carson is strengthening its relationship to its local university, Cal State Dominguez Hills, which is undergoing its own construction boom with the development of new on-campus residences, a new Science Building, a new Business & Innovation Building, and a future Health & Wellness Center for students and the community. Leveraging the resources of the university to help the community, and vice versa, is the goal of the partnership and includes funding for a Small Business Growth Academy at the university, funded by the City.

With its designation as a venue for at least five With its designation as a venue for at least 5 competitive events in the 2028 Olympics, Dignity Health Sports Park is already well-known in the region as the home of the LA Galaxy soccer club. Carson is a regional sports and entertainment destination in other ways, too. One of only five sites in the world, the Porsche Experience Center in Carson, which opened in 2015, encompasses a 53-acre road handling course and training facility.

Visitors can drive the latest Porsche models through driving courses designed to showcase the power, responsiveness, and safety features of the cars. The 50,000 square-foot building features eight state-of-the-art eight

meeting spaces, including a board room overlooking the driver development track and a 100+ seat conference room. The facilities are complemented by an exquisite fine dining restaurant, 917 Restaurant.

Given its history as one of the most intensively developed industrial communities on the West Coast, Carson has learned to be both innovative and fearless in addressing environmental challenges, making it an ideal location for tackling the environmental challenges of the 21st Century.

Cutting edge projects in Carson today include major brownfields development, a first-in-California stormwater capture facility, the largest water reclamation project in California, hydrogen production, food-waste-produced CNG for fleets, RNG from dairy waste, and state-of-the-art electric vehicle design, testing and prototyping, and major truck electrification projects. Through cooperative efforts between the City and businesses, Carson will continue to flourish.

To learn more about the City of Carson, go to: www.ci.carson.ca.us

CITY GOVERNANCE

Carson was incorporated as a General Law City in 1968 and operates under the Council-Manager form of government. The City Council is the legislative and policy making body, with the Mayor and four Council Members elected on a non-partisan basis. The City Clerk and City Treasurer are also elected by the City's voters. The City Council appoints the City Attorney and the City Manager. The City Manager is responsible for carrying out City Council policy, overseeing the day-to-day operations of the City, and appointing the Department Directors. The 2022-2023 budget is $103.9mil. To view the current budget report, please click here: https://ci.carson.ca.us/Finance/2022-23Budget.aspx

THE POSITION

Reporting to the Deputy City Manager, the Director of Finance plans, directs, and oversees a broad range of financial services, including budgeting, contract administration, revenue, accounting, payroll, purchasing and finance. This position must exercise independent judgment and discretion in formulating, managing, and controlling administrative, fiscal policies and strategic planning. This is an unclassified, at-will position and serves as a member of the City's leadership team and manages a staff of 36, including four direct reports.

Key Functions

- Oversee completion of the final phase of the City's ERP (Tyler Munis) implementation.
- Oversee the development of the citywide budget, including revenue forecasting, departmental budget reviews, and recommendations, including the budget and capital improvement programs.
- Provide guidance for the implementation of long and short-term programs and activities, including performance metrics (Open Gov), fiscal policies, and policy updates.
- Direct the preparation of financial statements, audits, and other reports regarding the City's financial position.
- Participate as a member of the City's executive management team to review and develop overall approaches to the City's long-range plans and priorities, including strategic plan updates.
- Supervise, mentor, and develop staff, including prioritizing and assigning work, conducting performance evaluations, and making decisions on hiring, transfers, reassignments, and other personnel matters.
- Assess and implement process improvements for business licenses, payroll, and other functions of the Finance Department to ensure best practices and high performance, and that regulatory and legal compliance are met.
- Facilitate, lead, and/or participate in meetings and committees; represents the department and the City meetings, committees, associations, and conferences.
- Interpret the City's tax and licensing regulations and direct the collection of license funds and other municipal revenues, assuring proper receipt, processing, and security of revenues.
- May participate in labor negotiations.
- Perform related duties and responsibilities as required.

UNION AT SOUTH BAY

PORSCHE EXPERIENCE CENTER

THE IDEAL CANDIDATE

The ideal candidate will be a creative, forward-thinking leader that manages with integrity, intelligence, high energy, and humility. The successful candidate will have strong communication and interpersonal skills and be able to create solid relationships with employees, departmental heads, elected officials, and other key stakeholders. The City has brought in new leadership, and the successful candidate should continue to build on this positive approach of collaborative teamwork, employee development, and creating trust with colleagues through active listening and solutions-oriented dialogue. The next Director of Finance must have solid political acumen, be hands-on to support staff, and be open new ideas.

Key skills and attributes

- Financial management and administration including enterprise and internal services fund accounting.
- Governmental and accounting principles.
- Municipal financing techniques including, but not limited to, bonds, assessment districts, fees, lease/purchases, and private public partnerships.
- Principles and practices of supervision, and performance evaluation.
- Governmental procurement and contract management requirements.
- Management and leadership principles, including performance measurements.
- Public administration and governmental operations.
- Applicable local, state, and federal laws, codes, policies, procedures, rules, and regulations.
- Program development and administration principles and practices.
- Effective methods and excellence in written and verbal presentations.
- Budget preparation, control, and management.
- Laws, codes, and other regulations concerning municipal finance transactions, accounting, and taxation.
- Trustworthy. Able to create and build good city council relations through honest communications as well as providing accurate and timely reports and data.

QUALIFICATIONS

- Bachelor's degree from an accredited four-year college or university in public administration, business administration, finance, accounting, or related field.
- A minimum of seven (7) years of full-time senior/executive management experience in finance administration in a government environment.
- A master's degree in a related field is preferred but not required.

SALARY AND BENEFITS

The salary range for this position is $149,904 - $191,304. Pending approval by City Council, there may be a 5% COLA increase in January, 2023.

The City offers an attractive benefits package. Details can be found by clicking here: https://ci.carson.ca.us/content/files/pdfs/hr_doc/MouandSalary/Reso18-170.pdf

APPLICATION AND SELECTION PROCESS

The final filing date is Monday, November 21, 2022.

To be considered, please submit a resume, cover letter, and five work related references (who will not be contacted in the early stages of the recruitment) to: https://koffassociates.com/financedirector/

Resumes should reflect years and months of positions held, as well as size of past organization(s).

For more information, contact:

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A Gallagher Company

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Resumes will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant. Koff & Associates will report the results to the City. The City will then select candidates to participate in panel interviews. Extensive reference and background checks will be completed on the selected candidate.

CALIFORNIA STATE UNIVERSITY DOMINGUEZ HILLS