

Compensation and Benefits

The City of Camarillo offers an attractive and competitive compensation package, including:

- ◆ Salary range is \$101,969 - \$137,541
- ◆ CalPERS Retirement ("Classic" members: 2% at 55, full City paid employee contribution; "New" members: 2% at 62, employee contributes 6.75% of salary)
- ◆ Defined Contribution 401a plan – City contributes 7% of salary
- ◆ Health Insurance – City contributes \$119 per month towards a selection of plans; coverage is effective the first of the month after date of hire
- ◆ Flex Benefit/Cafeteria Plan - \$1,283 per month which may be applied toward health insurance premiums; unused money may be taken as cash, payable twice a month
- ◆ Dental/Vision Insurance – City pays premium for employee and dependents; coverage is effective the first of the month after date of hire
- ◆ Short/Long Term Disability – City pays premium for employee
- ◆ Deferred Compensation – Employee has option to contribute to a 457 Plan
- ◆ Auto Allowance - \$200 per month
- ◆ Education Reimbursement Program
- ◆ Employee Assistance Program
- ◆ Life Insurance (1x salary, plus \$5,000, rounded up to next increment of \$5,000)
- ◆ Vacation, Administrative, Sick, and Holiday Leave



The Process

To be considered for this exciting career opportunity, please forward a letter of interest and your resume with current salary and five work-related references (references will not be called until mutual interest is established and should include phone and email contact) to:

Bill Avery
Avery Associates
3½ N. Santa Cruz Ave, Suite A
Los Gatos, CA
E-mail: jobs@averyassoc.net

The final filing date for this position is May 23, 2014.

If you have any questions regarding this position, please feel free to contact Bill Avery at 408.399.4424.



The City of Camarillo



*invites your interest
for the position of*

Assistant Director of Community Development

The Community

Camarillo is located on the Pacific coastal plain, halfway between Santa Barbara and Los Angeles on U.S. Highway 101 in western Ventura County. Only 15 minutes from the ocean, it has a mild year-round climate and is surrounded by scenic mountains and hills and highly productive agricultural land.



Camarillo is the fifth largest city in the County with a population of more than 67,000 residents. The most recent census indicates that Camarillo has a high percentage of college-educated and professionally employed residents, ranking fourth among Ventura County's 10 cities in median family income. Both Naval Base Ventura County Point Mugu, and California State University Channel Islands are within the City's Area of Interest and play significant roles in the City's economy and future planning.

The City of Camarillo possesses all the benefits of a suburban-rural community with a small town quality. There is a variety of housing available, from new residential developments to existing homes in established, well-maintained neighborhoods. Nearly 80% of the housing is single family dwellings, the majority of these less than 30 years old, with prices ranging from the mid-\$300s to well over \$1 million.

A variety of business enterprises provides a strong economic base in the community, with many leading high-technology companies choosing to locate in Camarillo because of its favorable climate, skilled work force, and proximity to major transportation centers. Camarillo sits at the hub of a retail market population of nearly a half-million shoppers, and is home to many successful retail businesses, a combination of small, local specialty retailers and the 160-store Camarillo Premium Outlets.

Excellent schools, many recreational facilities, shopping, quality housing and a safe, small-town atmosphere all combine to make Camarillo a great place to "live, work, and play."

The Organization and the Department

The City of Camarillo has approximately 140 employees in six departmental areas: City Manager, City Clerk, Community Development, Finance, General Services and Public Works. Police services are provided through a contract with the Ventura County Sheriff's Department. Fire protection, library and parks/recreation services are provided by either the County of Ventura, special-purpose districts, or by private contract.

The City is led by a highly experienced, five-member City Council, which contributes to the political stability of the organization. The City Council, City Manager and departmental staff have an excellent working relationship, with each group respecting and honoring the other's roles



and responsibilities. Employee turnover is extremely low, and most employees (including department heads) have worked in the organization for many years.

Camarillo is a well-managed city with a strong financial position. Developer interest is very high, with several residential and mixed-use projects in the early planning stages. Through the dissolution of the City's Redevelopment Agency, the City anticipates partnering with private developers to construct several projects including a hotel/convention center, a bowling alley and ice rink complex, and a downtown retail and housing mixed use development.

The Community Development Department is comprised of three divisions: Planning (including Housing and CDBG), Building & Safety (under contract to Charles Abbott Associates), and Code Compliance. The Department has a total staff of 16. The Planning Division has a staff comprised of the Director, Assistant Director, five planners, and four clerical staff. The Planning Division has had a long history of timely development application processing, responsive customer services, and fair and creative application of the City's Zoning Code and policies. For more information about the programs of the Camarillo Community Development Department, please visit www.cityofcamarillo.org.

The Position and Ideal Candidate

The Assistant Director of Community Development reports to the Director of Community Development and will initially supervise the work of a Principal Planner, two Associate Planners, and two Planning Technicians, while overseeing the Principal Planner's supervision of the clerical staff. In addition, the Assistant Director will directly manage some of the Division's more technically demanding projects. The Assistant Director will work closely with the Director, and is expected to bring a new level of land use planning expertise and experience to the Planning Division that can be used to guide and educate the planning staff and free the Director to focus more on policy and program development, developer relations, and community engagement. Depending on the Assistant Director's capabilities and strengths, more areas of Department responsibility may be added. Eventual progression to the Director level is a possibility.



Land Development, including residential, commercial, retail and industrial development will continue to be a large driver of the Planning Division's activity through the next 10 to 20 years, as the City is not built-out. In addition, there is considerable annexable acreage within the City's Sphere of Influence. Although housing production had slowed during the recession, there are now over 5,800 housing units in various stages of proposal and approval. The City's planned growth ordinance provides an annual residential unit allocation of 400 new units each year, ensuring that growth continues at a fairly constant level. As such, the new Assistant Director will be expected to have a high level of experience in the management and processing of General Plan Amendments, Specific Plans, Zone Changes, Land Divisions, and Annexations. In addition, direct experience processing residential and industrial planned development permits will be essential.

The new Assistant Director will possess a combination of education and experience with a concentration in urban or regional planning, environmental planning, public/business administration or related field equivalent to a Bachelor's degree. The ideal candidate will also have a minimum six years of increasingly responsible experience in urban planning, community development, or related experience including three years of program management and supervisory experience. A Master's degree and current AICP certification are desirable.