

# The City of Placentia

invites applications for  
the position of

## Director of Finance



**PLACENTIA**  
Rich Heritage, Bright Future

Recruiting services provided by:



## The City

The City of Placentia is seeking a highly experienced and qualified financial professional that has a desire to lead Placentia's Finance Department to meet the goals of the City Council, City Administrator, and the community. There are a number of plans and projects underway that require an experienced and creative leader at the helm.

The City of Placentia places a high value on the pursuit of excellence, which extends into our various advanced planning and economic development efforts. The City has been working with the Orange County Transportation Authority to plan, design and construct a state-of-the art Metrolink Station/Mobility Hub and parking structure within the Old Town. The proposed Station/Hub will help transform the Transit-Oriented Packing House District and the Old Town Placentia District into active and vibrant destinations filled with a mix of housing, office, retail and restaurants. These two master plans will collectively generate 1,600 housing units, 3,900+ construction jobs, 1,150+ permanent jobs, \$800+ million in regional economic output from construction, and \$164+ million in annual ongoing economic output.

In addition, in 2019, the City and the County of Orange partnered to establish an Enhanced Infrastructure Financing District (EIFD) within the City's Old Town area. This is the first City/County EIFD established within the State of California, and has attracted interest from several cities whom want to learn from Placentia's economic initiatives. The City is now examining various financing strategies with its financial advisors to make this project a reality.

The City has many other robust economic development efforts including an upcoming opening of a new Audi dealership, the recent opening of a new Marriott Hotel, additional freeway billboards, redevelopment of two retail centers as well as new housing tracts throughout the City.

In order to ensure that the City's fire and emergency medical services (EMS) were more fiscally sustainable and resident focused, in 2018 the City made the decision to transition away from the Orange County Fire Authority and establish its own Fire and Life Safety Department, which officially became operational in July 2020. Establishing the City's own fire and emergency medical services has resulted in dramatically improved 911 emergency response times and life-saving services, as well as making these services more transparent and accountable to residents. This project has resulted in saving over \$2 million in its first year of operation and is projected to save the City nearly \$49 million over the next 15 years. The City recently received an award from the Orange County Business Council for its partnership with LynchEMS for 911/Advanced Life Support services.



The City is on solid financial footing and continues to have a balanced budget annually and has recently exceeded its General Fund reserve policy of 25%. Since 2016, the City has continually received the Government Finance Officers Association award. In addition, the City was successful in passing a one-cent transactions and use tax (Measure U) which is providing \$8 million annually as an additional sustainable source of revenue for the City. Standard & Poor's Global Ratings recently took a positive rating action and assigned its 'A-' issuer credit rating to the City of Placentia with a 'positive outlook.' This was a two-notch increase from the City's previous credit rating increase of 2019 and demonstrated S&P's belief that the City has strong capacity to meet its financial obligations. The City remains dedicated to the pursuit of excellence, transparency and accountability on behalf of the citizens of Placentia. For five years in a row, the City of Placentia received a "clean" or unmodified opinion for the annual audit and Comprehensive Annual Financial Report. Due to various actions taken by city management, including establishing additional internal controls, the City has not received any findings since Fiscal Year 2015-16.

Quality leadership is paramount to the City's success. City Administrator Damien R. Arrula is one of the most tenured city managers within Orange County and has been in the city manager capacity since 2015. Mr. Arrula was named by the Orange County Register as one of the "Top 100 Most Influential People of the Year" in both 2018 and 2019 and is the only city manager in Orange County to receive this distinction two years in a row. He was also named "City Manager of the Year" by the Association of California Cities Orange County. In addition, under his leadership the City has received numerous awards in the areas of planning, economic development, leadership and fiscal stewardship. Mr. Arrula has been a speaker at numerous conferences regarding Placentia's achievements and notable actions, including the California Municipal Finance Officer's Association.

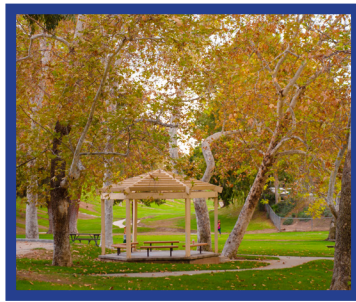
The City of Placentia continues to have positive and upward progress in all of its operations and is uniquely positioned for success in the years ahead. The City seeks a proven leader that desires to be a part of our dynamic management team in taking Placentia to the next level!

## The Community

Placentia is located in the northeastern section of beautiful Orange County, approximately 35 miles southeast of Los Angeles. Once the center of the Valencia orange growing/packing industry, Placentia today is a beautiful suburban community offering quality schools, stately churches, wholesome recreation, and a growing Old Town district.

Placentia is located minutes away from distinguished cultural, educational, sports and resort centers such as California State University at Fullerton, Disneyland, Anaheim Stadium, Orange County Performing Arts Center, the Honda Center, and Knott's Berry Farm as well as world famous Southern California beaches and mountains.

Incorporated in 1926, Placentia has grown to 51,727 residents. Operating as a Charter City since 1965, Placentia is governed by a five-member City Council. The City operates as a Council-Manager form of government which provides the policy-making leadership of a City Council with the administrative oversight of a City Administrator.



## Responsibilities & Duties

The City has 151 full-time staff, including a Finance Department of 8 full-time staff. Placentia is a full-service city which includes its own Police and Fire Department. The Director of Finance's responsibilities and duties include:

- Plans and directs the preparation of the annual City budget, including the forecasting of revenues, expenditures, fund balances and capital projects needs and the implementation of expense controls during the year.
- Oversees year-end accounting, including the preparation and reconciliation of year end closing financial statements and auditing processes.
- Directs the general accounting, payroll, accounts payable, accounts receivable, purchasing, contracts administration programs; reviews monthly reports and actual activities to assess the City's financial position on a continuing basis.
- Evaluates City's revenues, reserves and cash flow from tax subventions, grants, transfers, business licenses and other fees; makes short-term investments, monitors daily cash flow and maintains the City's investment portfolio, while advising the City Administrator regarding important trends.
- Establishes department goals, priorities and timelines for completion of projects and assignments; evaluates department and staff performance in conformance with established objectives.

## Ideal Candidate

The ideal candidate subscribes to the philosophy of continuous improvement, has tremendous initiative and drive and demonstrates the highest-level character and ethical standards. A Master's degree/CPA or equivalent in public administration, business, accounting or finance from an accredited college or university is highly desirable. A minimum eight (8) years of progressively responsible management experience in finance, accounting and budgeting in a comparable size organization; including at least three (3) years in a supervisory capacity.

## Selection Procedure



**Closing Date: December 10, 2021**

To be considered for this opportunity, please submit a compelling cover letter and resume that reflects your scope of responsibility and significant accomplishments to [bob@bobhallandassociates.com](mailto:bob@bobhallandassociates.com) by December 10, 2021. If you have questions about the position or the recruitment process please contact Bob Hall at (714) 309-9104.

Application materials will be screened in relation to the criteria described in this brochure. Candidates deemed to be the most highly qualified will be invited to participate in the selection process. The selection process will include phone interviews with the most qualified candidates, panel interview and final interview with the City Administrator. Appointment is subject to completion of thorough background and reference checks and a pre-employment medical exam.

Come be a part of our dynamic team and deliver the highest quality of public service to our community! Placentia is ripe for growth and improvement and is seeking a highly-qualified and motivated individual who has great integrity, initiative and a passion for serving its residents, business owners and visitors alike.



## Compensation & Benefits

The City operates on a "4/10" work schedule and offers the following competitive salary and benefits:

- **Salary** – The current annual salary range is \$152,111 - \$184,892. (Salary due for 3% increase effective July 1, 2022). The actual starting salary will be at the discretion of the City Administrator based upon qualifications.
- **Educational Incentive Pay** – The City provides 2% for Associate's, 4% for Bachelor's, and 6% for Master's degree.
- **Retirement** – PERS 2% at 60 with a 7% employee contribution (classic); 2% at 62 with a 6.25% employee contribution (new members). The City of Placentia does not participate in Social Security.
- **Auto Allowance** – The City provides \$7,200 a year.
- **Telecommunications Allowance** – The City provides \$1,200 a year.
- **Health Insurance** – The City provides up to \$1,877 per month for family coverage to purchase health insurance through the CalPERS Health Benefits program. Medical opt out also available.
- **Dental, Orthodontic & Vision Insurance** – Fully paid plan for dental, orthodontic and vision insurance.
- **Life Insurance** – Fully paid life insurance policy equal to annual salary. Additional life insurance available for purchase.
- **Disability Insurance** – Fully paid short-term and long-term disability insurance policies.
- **Flexible Spending Account** – Employees may contribute to a Section 125 Flexible Spending Account on a voluntary basis.
- **Deferred Compensation** – Employees may contribute to a deferred compensation plan on a voluntary basis, the City will match up to 50% of the IRS annual limit.
- **Holidays** – 13 paid holidays per year.
- **Vacation** – Accrual rate of up to 160 hours per year.
- **Alternative Health & Wellness** – 96 hours per year; this program includes an incentive of up to \$1,250 per fiscal year.
- **Management Administrative Leave** – Up to 80 hours per year.
- **Holiday Closure** – The City provides a separate bank of holiday closure hours annually between Christmas Eve and New Year's Day. City Hall closes during the last two weeks of the year.

