



Legislation Text

File #: ID 2020-117, **Version:** 1

TO: Chair and Members of the Board

FROM: Jeffrey Oris, Executive Director

DATE: March 11, 2020

APPLICATIONS FOR EXECUTIVE DIRECTOR POSITION

BACKGROUND: The MCRA Board, at its December 19, 2020 meeting, requested that the MCRA Executive Director position be advertised to the public. The Board further requested that this be placed so as to be a nationwide search and they authorized a job posting for the position (included in backup)

The job posting the Board approved specifically requested that applicants have the following Minimum Training and Experience:

- 1) A Bachelor's degree with a major in Public Administration, Business Administration, Urban Planning, Real Estate or closely related field, though a Master's degree is preferred
- 2) Florida Redevelopment Association certification is desired
- 3) Five (5) years of progressively responsible redevelopment experience in urban planning, real estate development, project coordination, or economic development is required with at least 3 years of supervisory experience.
- 4) Municipal government experience preferred

The job posting also included Minimum Qualifications to Perform Essential Functions including advanced knowledge of:

- 1) Advanced knowledge of principles, practices, methods and theories of planning community redevelopment as it relates to municipal community development, including strategic planning, finance, business development, acquisition sourcing, and government contracting.
- 2) Advanced knowledge of Florida Redevelopment law, specifically F.S. Chapter 163, the Community Redevelopment Act.
- 3) Advanced knowledge of laws, ordinances, regulations and statutes that govern urban planning functions.
- 4) Advanced knowledge of community redevelopment functions, growth management and land development legislation.
- 5) Ability to resolve problems or situations that require the exercise of sound judgment.
- 6) Advanced knowledge of the principles and practices of public administration, including budget preparation and personnel management.

The job advertisement was placed with and appeared on the websites of the following organizations:

Florida Redevelopment Association (Redevelopment.net)
Florida League of Cities (FLCities.com)

International Downtown Association (Downtown.org)
City of Margate (Margatefl.com)
Indeed.com (Indeed.com)

Upon the deadline for submittal of applications, February 28, 2020, 18 applications had been received by the City's Human Resources Department on behalf of the CRA. The HR department shared these applications with the Board (a copy of the applications are in the backup materials for this item).

Board members should review the applicants to determine if they meet the minimum requirements and qualifications and determine its next steps. There are several options available to the Board at this time. They are:

- 1) Continue on with the current Executive Director if an agreement was adopted prior to considering this item and reject the other applicants;
- 2) Review the applications and determine if there are any applicants that meet the minimum requirements and qualifications that it would like to interview (the Board in this case would need to schedule date(s) and times for those interviews);
- 3) Request the job be re-posted longer or placed in additional places to increase the applicant pool.

RECOMMENDATION: No recommendation is made to avoid appearance of any conflict

FISCAL IMPACT: There will be cost if the Board wishes to interview any candidates from out of the area and cover all or part of travel costs.

There may be an undetermined additional cost if the Board wishes to repost the position or post it with new organizations depending on the organization's job posting policies.

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