

*Peckham & McKenney*  
*"All about fit"*



# Community Development Director

CITY OF ASTORIA, OREGON



## THE COMMUNITY

Community stakeholders and employees alike describe Astoria as a friendly, welcoming, and inclusive community that prides itself on its authenticity and sense of “home.” City leaders and all strive to balance Astoria’s quality of life and its historic component with thoughtful growth and development, vitality, and sustainability.

Astoria is the oldest U.S. settlement west of the Rockies. It was established in 1811, incorporated in 1856, and is an active community that’s rich in history and character. The city is situated in the far northwest corner of Oregon, near the mouth of the mighty Columbia River. Strategically selected for early fur trading and maritime pursuits, Astoria’s location is equally impressive from a visual perspective, offering expansive views of the Coast Range, Long Beach Peninsula, and Pacific Ocean.

As early Astorians found success in the city, they built beautiful Victorian and Craftsman homes, many of which are still standing today and have been lovingly restored. Astoria is also home to a walkable and vibrant downtown encompassing approximately 40 square blocks, which also happens to be a

National Register Historic District. While the city itself is over 200 years old, many of its downtown buildings are of 1920s-era architecture—the result of a heroic and exhaustive rebuilding effort following the second of two devastating fires that destroyed much of the commercial area. This effort, and many others like it, is a testament to Astoria’s spirit of community and its

*“This is a magical place!  
Once it gets under your skin,  
you won’t want to leave.”*

— DAVID REID, Executive Director,  
Astoria-Warrenton Chamber of Commerce.



fierce determination that lives on today.

During difficult economic times in the 1980s and 1990s, Astoria struggled as many communities did, but persevered—ultimately embracing the “pretty and gritty” aesthetic in which locals take pride and visitors find uniquely authentic.

Today, the city is home to successful businesses and industries, art galleries, restaurants, microbreweries, food carts, an eclectic mix of shops, and a fascinating community of people whose own stories are as unique and interesting as those of the place itself.

If you’re selected for this position, you’ll quickly become familiar with the iconic Liberty Theater, Astoria Column, Flavel House, Riverfront Trolley, and Columbia River Maritime Museum—all favorite local attractions. You’ll also likely be asked for directions (repeatedly) to the *Goonies* jail, as well as other spots around town that have appeared in feature films like *Kindergarten Cop* and *Free Willy*. There’s a bustling Second Saturday ArtWalk, the annual Astoria Music Festival, the Sunday Market (May through October), and numerous other special events, arts activities, and festivals throughout the year.

If the great outdoors is more your speed, you’ll appreciate Astoria’s parks, hiking trails, boat moorages and five-mile Riverwalk. In addition, the Lewis & Clark National and State Historical Park and Fort Stevens State Park are both just minutes from home, as are miles and miles of public beaches fronting the beautiful Pacific Ocean.

To learn more about the City of Astoria, please visit [www.astoria.or.us](http://www.astoria.or.us).



# Peckham & McKenney

## "All about fit"

### THE ORGANIZATION

The City of Astoria has a collegial, professional, and respectful Mayor and four-member City Council. Brett Estes joined the City of Astoria in 2007 as the Community Development Director and was appointed City Manager in 2014. Mr. Estes facilitates a supportive and collaborative organizational culture and willingly serves as a coach and mentor to staff.

Reporting to Mr. Estes are seven city departments including Community Development, Finance, Fire, Library, Parks and Recreation, Police, and Public Works.

The Community Development Department has a broad array of responsibilities including economic development, land use planning, zoning administration, building inspection, and historic preservation.

The Director oversees four employees including the city planner, building inspector/code enforcement officer, administrative assistant, and building permit technician.

Astoria's Community Development team has repeatedly earned national recognition for innovative planning and development projects that utilize state and federal grant funds for community improvement. Among them are the redevelopment of a former brownfield site (now home to a desirable waterfront residential community), redevelopment of the former city landfill (now home to the new high school football stadium), and railbanking of the former Burlington Northern Railroad right-of-way (now featuring miles of well-loved riverfront trail and park facilities). Creativity, innovation, and partnership are what make projects like these possible, and will be key qualifications for the new Community Development Director.



*Although Astoria has approximately 10,000 residents, we work on projects more typically associated with much larger cities."*

— BRETT ESTES, Astoria City Manager

The department provides staff support to three land use commissions—the Planning Commission, Design Review Commission, and Historic Landmarks Commission. In this capacity, the department serves as liaison between the commissions, the public and City Council, and prepares all reports and findings necessary to support land use decisions. The department administers both the City Comprehensive Plan and the Development Code.

Community Development also provides staff support to the Astoria Development Commission. The commission's responsibility is to administer two urban renewal (tax increment financing) districts—the Astor East District and Astor West District. The Astor East District has resulted in several new businesses, including a multi-screen theater and a restored historic performing arts theater. It has also assisted in redevelopment of several properties including a brewery and a new downtown park. The Astor West District encompasses most of the Port of Astoria and the Uniontown Commercial District. This District was formed in 2002 and will facilitate development of new projects and improvement of the existing infrastructure.

It has already resulted in refurbishment of the Maritime Memorial Park and assistance to the development and redevelopment of several properties.

### THE OPPORTUNITY

This is an outstanding career opportunity to serve as a Director in a progressive environment offering you a broad array of interesting and innovative development projects at your fingertips. In addition, you'll have the availability of a coaching and mentoring relationship by a skilled City

Manager as well as the opportunity to collaborate and partner with other team members on new ideas, approaches, and solutions.

Astoria is seeking a motivated and articulate planning professional who will recognize, respect, and appreciate the qualities that make Astoria a unique community. The new Director will have the ability to ensure those qualities are protected and leveraged to greater community benefit. We are seeking candidates who are highly collaborative, solution-oriented, and skilled in outreach, engagement, and establishing and maintaining effective working





*“A place where you can see the fruits of your labor in the short term... make a difference, and see the impact immediately.”*

— NATHAN CRATER,  
City Engineer, City of Astoria

relationships with a broad range of individuals and organizations. You will earn the trust of the community and will be comfortable navigating the diversity of opinions, perspectives and ideologies, and adept at building consensus among

stakeholders in order to move forward.

You will also lead and motivate a dedicated team of professionals within your department, serving as a hands-on and supportive manager, and making yourself accessible and available. An ability to oversee and manage multiple complex tasks to completion will lead to your success. Excellent communication, presentation, persuasion, and negotiation skills will be required as is the ability to remain calm and courteous under pressure.

A Bachelor's degree in planning, resource management, public administration, or related field is required; a Master's degree is preferred. In addition, the ideal candidate brings five to seven years of municipal planning experience at the supervisory level. Experience in current and long-range planning, real estate development, economic development, urban renewal programs, historic preservation, and tax-increment financing is desirable.



## THE COMPENSATION

The City is offering an attractive annual salary range of \$92,127 to \$111,981, and appointment will be made depending on the qualifications of the selected candidate. In addition, the City of Astoria provides a competitive array of benefits including the following.

**RETIREMENT:** Oregon PERS; 6% pre-tax employee contribution.

**MEDICAL/DENTAL/VISION INSURANCE:** 90% City paid; 10% employee paid.

**LIFE INSURANCE:** City paid term life insurance policy of \$50,000.

**HOLIDAYS:** 10.5 days per year.

**VACATION:** 20 days per year.

**SICK LEAVE:** 8 hours per month.

**PERSONAL LEAVE:** 8 hours per fiscal year.

**STABILITY PAY:** Provided at 5 years of service.

**ADDITIONAL AND OPTIONAL BENEFITS:** Employee contribution to three deferred compensation plans, AFLAC products, additional life insurance, and flexible spending benefits.



## RECRUITMENT PROCESS

To apply for this exciting career opportunity, please visit our website at:

Peckham & McKenney  
[www.peckhamandmckenney.com](http://www.peckhamandmckenney.com)



Please do not hesitate to contact Bobbi Peckham toll-free at (866) 912-1919 if you have any questions regarding this position or recruitment process.

The City of Astoria hires and promotes without regard to race, color, gender, national origin, age, disability, religion or sexual orientation. Please inform us if you have a disability that requires accommodation.

## SEARCH SCHEDULE

Resume filing deadline .....January 6, 2020  
Preliminary Interviews .....January 15-17, 2020  
Recommendation of Candidates .....January 22, 2020  
Finalist Interview Process .....January 31, 2020

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