

Apply By December 1st, 2023

PERRY IA
CULTURE & COMMUNITY THRIVE HERE.



Housing and Development Director

Perry, Iowa

CED Director Position Profile

About the Opportunity

The City of Perry is seeking qualified applicants for the position of Housing and Development Director. The Housing and Development Director reports to the City Administrator and directly supervises the Building Official and Compliance Officer. The ideal candidate for this position is creative, forward thinking, welcoming of challenges and hard work, collaborative, empathetic, approachable, and experienced in all aspects of community and economic development management. The ability to distinguish the skills and talents of each team member, see the big picture, deliver positive and present leadership, and to demonstrate a commitment to equity and inclusion. Our selected candidate will join a team of passionate professionals who are dedicated to innovation, creativity, and exceptional service.

About the Community

Perry is a thriving community of 8,000 residents in northern Dallas County, conveniently located on Highway 141 just 20 minutes from the Des Moines Metro. Dallas County is the 5th fastest growing county in the United States. Designated as one of Iowa's "Great Places," Perry boasts a combination of arts, history, culture, commerce, and recreation, unmatched to any other community of its size! Perry's walkable downtown is home to more than 30 buildings on the National Register of



Historic Places, multiple arts and culture festivals, as well as several murals and public art pieces, including four sculptures along the Willis Avenue boulevard that pay tribute to Perry's historical ties to the railroad, agriculture, industry and the arts. Additionally, Perry offers K-12 education options through the Perry Community School District and St. Patrick's Catholic School. Des Moines Area Community College has a campus in Downtown Perry and there are several Public and Private Universities close by.

Discover the many treasures of Perry, including the historic Hotel Pattee, a fully restored Carnegie Library, unique shops, destination dining, photo ops and access to miles of paved trails on the Raccoon River Valley Trail and High Trestle Trail.

The City of Perry is a Mayor-Council with appointed Administrator form of government. The organization includes 50 full-time employees and an overall annual budget of nearly \$15 million. The Director is hired and reports to the City Administrator. The current Director is retiring after several years of service to the City and a career in economic development. The next Director will have the opportunity to guide the development and implementation of a new Comprehensive Plan.

About the Department

The Community and Economic Development Department leads the City's development policies under the four guiding pillars of Industry, Downtown, Housing and the Arts & Tourism, leveraging resources to improve the economic well-being of each citizen.

Business & Industry

Perry has varied and healthy business and industrial sectors. Most of our companies are locally owned and managed by individuals who are active in the community. Over the past few years many companies have had or plan major expansions of facilities, equipment, and jobs. The Department has provided leadership leveraging these private investments with federal and state assistance programs for the betterment of community and industry alike. It is also a priority of the Department, working with partners, to track the pulse of the area companies with regular executive calls resulting in facilitating opportunities and providing solutions to challenges they may have for further growth.



Downtown

Perry's Historic Commercial District is flourishing as a cultural and entertainment center for northwest Dallas County and the metro. Encouraging building façade improvements and structural renovations is a major component of the City's downtown plan. In addition, upper story housing is in increasing demand and many buildings have or are remodeling upper story apartments. It is the Department's goal to encourage and facilitate the growth of Perry's downtown district with new investment and activity.

Housing

Attracting new and maintaining current housing is an essential priority in Perry's economic growth. As the Des Moines metro growth moves westward, Perry is positioned for the development of new residential subdivisions and the revitalization of our historic neighborhoods. The City has gained the attention of residential developers with an aggressive residential tax abatement program. This program applies to new residential construction and existing home renovations across the market from single family to multi-family activity. It is the responsibility of the Department to manage these programs and promote continued residential growth



Arts and Tourism

Perry is in the advantageous position of being at the trailheads of two nationally recognized trails, the Raccoon River Valley Trail and the High Trestle Trail. Once the soon to be completed connector is finished between the two trails, the influx of additional trail users will provide further opportunities for growth of businesses and cultural and recreational amenities, both for visitors and residents alike. It is an initiative of the Department to take advantage of these opportunities by developing wayfinding signage and marketing strategies to attract trail users off the trail to showcase our businesses and community. These strategies will also help showcase the community's collection of public and private art throughout the community.

About the Position

Duties and Responsibilities

This is a senior executive level position that serves as the Department Head for the Community & Economic Development Department. Accordingly, the position is responsible for and coordinates the operations and activities of the department, which includes:

- Oversight of all development within the City
- Oversight and development of housing programs
- Oversight and implementation of the City's Comprehensive Plan
- Oversight of the City's Comprehensive Plan
- Oversight and enforcement of the City's subdivision, zoning, building and other land use and development codes
- Enforcement of the City's property maintenance codes
- Oversight of permitting for residential, commercial and other types of construction
- Act as the Planning and Zoning Administrator

Education and Experience

- Bachelor's degree in planning, architecture, landscape architecture, engineering, environmental studies, sustainability, urban geography, public administration, or similarly related field.
- Five (5) years of related work experience. Supervisory and/or administration experience; may consider other field related experience.
- Ability to express ideas effectively, verbally and in writing and to prepare comprehensive records and reports.
- Ability to establish and maintain effective working relationships with other officials, civic organizations, employees, and the general public.
- Comprehensive knowledge of the advanced principals and accepted practices of municipal planning and zoning activities and recent developments in the field of urban planning.
- Valid driver's license and good driving record.
- Subject to a post-offer drug and alcohol screening and background check.
- Master's degree is preferred
- AICP is preferred

Salary and Compensation

The City of Perry offers a competitive benefits package that includes a salary range starting at \$68,000-\$75,000 depending on the experience and qualifications of the successful candidate. Additional benefits include health, dental, vision and life insurance, long term disability, IPERS, vacation, sick leave, nine holidays, two personal days, clothing allowance, and Recreation Center Membership.

How to Apply

Cover letter and resume can be sent to the attention of Sven Peterson, City Administrator.

E-mail: sven.peterson@perryia.org,

Mail: Sven Peterson, City Administrator, Perry City Hall, 1102 Willis Ave P.O. Box 545, Perry, Iowa, 50220.

Applications will be accepted through December 1st, 2023.

The City of Perry, Iowa is an Equal Opportunity Employer.