

DIRECTOR OF DESIGN & DEVELOPMENT

CITY OF LA QUINTA





THE COMMUNITY

Nestled between the Santa Rosa and San Bernardino Mountains in the Coachella Valley, **La Quinta (pop. ~39,000 permanent residents and approximately 15,000 seasonal)** continues to live up to its nickname: The Gem of the Desert. Known for its breathtaking natural beauty, luxury living, and rich cultural amenities, La Quinta is a world-class destination for art, wellness, golf, and resort-style living.

Originally established as a retreat for Hollywood legends in the 1920s, La Quinta remains a short two-hour drive from Los Angeles but offers an entirely different pace of life. Today, it is the sixth-largest city in the Coachella Valley and is renowned for its exceptional golf courses, including PGA West and SilverRock Resort, consistently recognized among the best in the country.

La Quinta's vibrant community is enriched by year-round festivals, art shows, outdoor markets, and family-friendly events that bring residents and visitors together. Public art installations can be found throughout the city, and Old Town La Quinta offers a charming blend of shops, dining, and services in a walkable village setting.

The Desert Sands Unified School District serves La Quinta with excellent public education options, and La Quinta High School continues to earn recognition for academic excellence. Higher education opportunities are easily accessible at nearby institutions including College of the Desert, the University of California Riverside - Palm Desert Campus, and California State University, San Bernardino - Palm Desert.

With its stunning desert setting, robust amenities, and unparalleled quality of life, La Quinta offers a unique and desirable environment for both work and leisure. To find out more, visit <https://www.laquintaca.gov/> or the City's tourism page at <https://www.playinlaquinta.com>

CITY GOVERNMENT

The City of La Quinta incorporated in 1982 as a Charter City operating under the Council/Manager form of government. The City Council consists of the Mayor and four Council Members, all elected at large. The Mayor serves a two-year term and Council Members serve overlapping four-year terms. The City Council appoints the City Manager and City Attorney. It also serves as the Board of Directors for the Financing Authority, Successor Agency, Housing Authority and as the legislative authority for the La Quinta Lighting and Landscaping District. The Council is assisted in its duties by several advisory commissions and boards filled by community members.

The organization encompasses the City Manager and City Clerk's Offices, and the departments of Fiscal Services, Community Services (Wellness Center, Recreation Programs, Special Events), Design & Development (Planning, Building, The Hub), Public Safety (Code, Emergency Services, and contract Animal Control, Fire, and Sheriff) and Public Works (Parks Maintenance, Public Buildings, Streets, Engineering). Police and Fire services are provided through contracts with Riverside County Sheriff's and Fire Departments, who have a highly collaborative relationship with the City.

For Fiscal Year 2025-26, the City of La Quinta has a General Fund budget of \$92.8 million and a Capital Improvement Program budget of \$25.2 million; City operations are supported by 108.2 staff members. Its top three revenue sources are property tax, sales tax, and transient occupancy tax. The City is fiscally strong thanks to a robust economic development program and thoughtful resource stewardship.

The City Manager fosters a collaborative environment, actively engaging the Executive Team in decision-making processes. The organization's culture

promotes engagement, continuous improvement, and operational excellence, empowering employees at all levels to enhance services for residents, businesses, and visitors.

THE DEPARTMENT

The City of La Quinta values seamless service integration and strives to provide residents and the development community with an efficient, customer-focused experience. The Design & Development Department plays a key role in keeping La Quinta beautiful, well-maintained, and safe, while fostering quality development throughout the community. The department is supported by a FY 2025-26 operating budget of \$5.4 million and its team of 21 staff members is organized into collaborative divisions: Administration, Building, Planning, and The Hub (Customer Service Center).

The Building Division oversees the administration and enforcement of all building codes and ordinances governing construction, occupancy, and use within the City. Through plan reviews, permit issuance, and ongoing inspections, the team ensures compliance with local, state, and federal regulations covering building, plumbing, mechanical, and electrical work. Their efforts safeguard the structural integrity and safety of residential and commercial development, from new construction to remodels, additions, and demolitions.

The Planning Division serves as a knowledgeable and accessible resource, guiding growth and enhancing the City's character through thoughtful current and long-range planning. The division supports the well-being of residents, businesses, property owners, and visitors by encouraging high-quality development while preserving and revitalizing existing neighborhoods. This division also provides staff support to the Planning Commission.

The Hub takes La Quinta's "one-stop" customer service model to the next level. This integrated center provides a streamlined experience where residents and businesses can access a full range of permit services in a single location. The Hub features a modern, electronic plan review system that contributes to the department's

excellent turnaround times and service efficiency.

The next Director will have the opportunity to work on many exciting projects, programs, and initiatives, including:

- The Highway 111 Corridor Specific Plan and new Development Code to implement the vision, goals, and policies for the future development of this important commercial corridor in La Quinta. The Plan establishes a long-term aspirational vision for the Highway 111 Corridor as a walkable, livable, economically vibrant, and iconic mixed-use corridor, incorporating residential development ranging from affordable to workforce housing types, thereby helping the City achieve a diverse housing portfolio. The new Director will play a key role in executing the implementation of the Plan.
- Evaluating the potential annexation of land within the City's Sphere of Influence. The La Quinta General Plan requires comprehensive master planning of this area prior to annexation, and the City Council has directed staff to solicit proposals from planning consultant teams to prepare a Master Plan. The Director will play a key leadership role in guiding this critical effort.
- Providing strategic leadership for future development activity of the Talus project (formerly SilverRock), helping to ensure development that aligns with the City's long-term vision of this project.

Beyond project work, the Director will be expected to foster a high-performance culture through continuous professional development, active mentoring, and thoughtful succession planning — key investments in the department's long-term capacity and leadership strength.



THE IDEAL CANDIDATE

The ideal candidate will bring an entrepreneurial mindset that aligns with the values of this high-performing organization. They will be a passionate, forward-thinking leader known for setting high standards of excellence and delivering consistently exceptional service. Just as important, they will find personal fulfillment not simply in completing projects, but in developing and empowering their team to succeed and grow.

To flourish in La Quinta's culture, the new Director must be a collaborative leader, fully invested in the organization's success and committed to building strong, productive relationships with colleagues across divisions, departments, and the community. A strong customer-centric approach will be essential to meeting the high expectations of the City Manager, City Council, residents, and business partners.

The ideal candidate will be optimistic, strategic, and action-oriented — someone who sees opportunities, anticipates challenges, and proactively aligns priorities with the City's long-term goals. They will bring a broad perspective that reaches beyond technical expertise, thinking holistically about how their work contributes to the City's overall success.

This leader will demonstrate a natural drive for innovation, efficiency, and results. A critical thinker and creative problem-solver, they will thrive in a culture that values collaboration, curiosity, and continuous improvement to advance City Council priorities. An

advocate for modern tools and practices, they will embrace new technologies that improve service delivery, transparency, and organizational effectiveness.

The successful candidate will be a highly capable project manager, skilled at maintaining momentum and balancing multiple priorities in a fast-paced environment. They will bring a proven track record of successfully managing complex projects from concept through completion, demonstrating the ability to deliver results across a wide range of initiatives.

Equally important, this individual will be a talented people leader with a demonstrated commitment to mentoring and developing staff. Known for fostering positive, energized, and inclusive work environments, they will inspire teams and individuals to achieve their full potential. Experience managing diverse teams will support a smooth transition into this leadership role.

As a key representative of the City, the Director will also be an articulate and confident communicator who can engage effectively with a wide range of audiences, including community members, elected officials, and the media. The ideal candidate will be a trusted partner with a talent for building relationships with internal and external stakeholders. Sophisticated negotiation skills and a commitment to open, transparent communication will be highly valued.

Public or private sector experience is acceptable. Combination of public and private sector experience will be considered favorably but is not required. In-depth familiarity with contemporary urban planning principles will be expected. At least five (5) years of progressively responsible experience in a comparable setting which includes a minimum of three (3) years of leadership experience and a Bachelor's degree in urban planning, architecture, or related discipline is required.



APPLICATION & SELECTION PROCESS

The closing date for this recruitment is midnight, **Sunday, September 7, 2025**. To be considered for this opportunity, upload cover letter, resume and a list of six professional references using the "Apply Now" feature at www.tbcrecruiting.com.

TB & CO.

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Following the closing date, resumes will be screened in relation to the criteria articulated in this brochure. Applicants with the most relevant qualifications will immediately be granted preliminary interviews by the consultants. A small group of candidates will be invited to participate in interviews in La Quinta. The City anticipates making an appointment shortly thereafter, following the completion of negotiations and extensive background and reference checks. Please note that references will not be contacted until the end of the process and, at that time, will be done in close coordination with the candidate impacted.

La Quinta
— CALIFORNIA —

COMPENSATION & BENEFITS

The salary range for the Design & Development Director position is \$148,041.42 - \$222,802.33 (eff. 7/1/25). Salary is supplemented by a generous benefits package that includes, but is not limited to:

Retirement: CalPERS 2% @ 60 for Classic members (employee pays 7%); 2% @ 62 for new members (employee pays 7.75%). The City does not participate in Social Security.

Health/Dental/Vision/Life: up to \$2,462 per month. Health plans include 8 different HMO Plans and 2 PPO plans. The City offers an HMO and PPO dental plan and vision insurance. Life insurance coverage is \$50,000 Term for Directors.

Vacation Leave: 80-160 hours per year depending on years of service.

Holidays: 10 paid holidays annually.

Sick Leave: 12 sick days annually.

Administrative Leave: 80 hours per year.

Floating Holiday Hours: 20 hours per year.

Deferred Compensation: City matches up to \$50 per pay period.

Short and Long-Term Disability: Provided.

Annual Wellness Dollars: City provides \$200 each year to purchase fitness classes, fitness memberships, and wellness equipment.

Alternate Work Schedule: 9/80 with every other Friday off.

Additional Benefits Include: flexible spending account, tuition reimbursement, vacation buy-back, computer loan program, and employee assistance program.