

## Civil Service Form

### Extraordinary or Superior Qualifications, Experience, Credentials

**Appointing Authority Name:** New Orleans City Planning Commission

**Appointing Authority Department:** City Planning Commission

**Appointing Authority Phone Number:** X7018; X7004

**Appointing Authority E-mail:** [rdrivers@nola.gov](mailto:rdrivers@nola.gov); [chantae.barre@nola.gov](mailto:chantae.barre@nola.gov)

### Employee Information

**Name:** Haley Delery

**Current Class:** 4303

**Proposed Class:** 4305

**Promotion or New Hire:** Promotion

**New Job Class:** Principal City Planner

### Job Posting & Appointment

**Duration of job posting:** Continuous

**How position was advertised:** City website

**Date of appointment:**

**Type of appointment:** Probationary

**Detailed position description:** Administrative, professional, and technical work in overseeing major planning functions or projects that include research, analysis, development, presentation or interpretation of concepts and data pertaining to planning and implementation of plans planning surveys; and related work as required.

### Qualifications

- 1. How many applicants were on the eligible list?** 4
- 2. How many of them possessed this extraordinary qualification?** No other candidates possessed them.
- 3. Minimum qualifications exceeded and description of credentials (experience, education, certifications, etc.) that exceed the minimum qualifications:**

**Minimum Qualifications (from job announcement):** Permanent status and three (3) years of full-time professional planning experience with the City of New Orleans at the level of Senior City Planner or higher. One (1) year of this experience must have been in a responsible administrative or supervisory capacity.

Note: A Master's Degree in Urban or Regional Planning, Architecture, Urban Studies, Landscape Architecture, Public Policy, Environmental Science, Environmental Engineering, Water Resource Engineering, Civil Engineering, Transportation Engineering or a closely related field from an accredited college or university may be substituted for one (1) year of the required experience.

**Employee's qualification that exceeds the minimum:**

Thirteen years of experience in the field of landscape architecture and planning. Nine years of experience with the City of New Orleans. Four years as a senior city planner within the City Planning Commission. Five years as a project manager within the Capital Projects Administration. April 2021, completed the Landscape Architect Registration Exam (L.A.R.E.) and in the process of applying for initial licensure in the State of Louisiana. December 2019, received from SUNO M.A. in Museum Studies (related field see for example LSU's College of Art and Design <https://design.lsu.edu/doctor-design-cultural-preservation/about/>).

**Details (university, location, relevance, etc.):**

In 2008, Ms. Delery received her B.A. in Landscape Architecture from LSU, which was ranked the # 1 program in the nation. Haley began her career as a landscape architect at CashioCochran, LLC, where she worked for three years on major projects, such as Big Lake, City Park, and Cool Zoo, Audubon Zoo. Haley's other experience includes construction project management, non-profit administration, and environmental research. Her Master's project documented the development of the M.A. Museum Studies Program, the only program of its kind in the State of Louisiana, and African Art Collection at SUNO by exploring the legacy of Dr. Sara Hollis, the program's founder.

Ms. Delery has been with the City Planning Commission for nearly 4 years. Compared to Cameron Bonnet who left the City Planning Commission in 2017, Ms. Delery has shown loyalty and a long-term commitment to enhancing CPC as a department. As stated, Mr. Bonnet left CPC in 2017, however, during our shortage of staff we cannot afford to put people in supervisory positions that cannot aid CPC in creating stability and perpetuity. Ms. Delery has stepped up and performed in the Principal Planner role for over a year at the beginning of our employment shortage. While performing these advanced/supervisory roles without adequate pay, she has enhanced the Design Review process and procedures. Also, since Ms. Delery has been acting in the Principal Planner position for over a year, she has more experience than Mr. Bonnet in the role that CPC is looking to fulfill. Comparatively, Ms. Delery throughout her 4-year tenure with CPC has gained the trust professionally and social standing with coworkers, supervisors, other City Hall departments, and customers in the role of Principal Planner. Therefore, Mr. Bonnet lacks this due to his absence within CPC for 4 years.

**4. Description of how similar qualifications are not readily available in the labor market at minimum entrance rate:**

Ms. Delery's combination of educational background, varied expertise, quality of experience, and professional development is unique. In addition to the work and educational background stated, Ms. Delery has diverse experiences that are not readily available at the minimum entrance rate. Ms. Delery, attended a summer school hosted by the Prince's Foundation for the Built Environment in Scotland, studied internationally in Egypt, exhibited at the Healing Center, led a native plant trail walk and talk, was a committee member with the Jefferson Parish Hazard Mitigation team, wrote and received grants for tree reforestation, received ecological training from the U.S. Fish and Wildlife Service, received project management professional (PMP) bootcamp training and managed the Paradise skate park, a Rudy Bruner award for urban excellence recipient. While at City Planning Commission, Ms. Delery used this background for her work on the billboards and tree preservation studies and murals text amendment as well as

participating in the planning for arts, culture and entertainment committee and being a tour guide for the APA conference.

**5. How are the duties of the position relevant to the advanced qualification?**

The three primary advanced qualifications under consideration are that since joining the City Planning Commission as a senior city planner four years ago, Ms. Delery has 1) completed the Landscape Architect Registration Exam 2) received a Master's Degree, and 3) gained supervisory experience overseeing the subdivision and design review functions of the land use division of the City Planning Commission since March 2020. In the new role as a principal city planner, Ms. Delery's primary duty would be to assign and approve design review applications and chair the Design Advisory Committee. These qualifications have allowed Ms. Delery to understand the operations of the City Planning Commission, contribute to the ecological and cultural planning initiatives, and effectively assume the role of supervisor of design reviews. In her role as supervisor, Ms. Delery reviews plans for completeness. She is especially suited for this given her experience drafting site, landscape, and architectural plans in AutoCad and being a project lead. In addition, her project management experience that included submitting municipal projects for various agency reviews has given her the perspective of the applicants that she now serves. Ms. Delery has performed these functions of principal planner supervising design review for almost a year while waiting for the promotion to be formalized.

**6. How will hiring this person at the rate specified below be a financial advantage to the City? Please provide an objective financial analysis.**

Hiring Ms. Delery above the median salary for a principal planner will be a financial advantage to the City because her extraordinary qualifications make her more effective and efficient in her new role. She was hired above the minimum for her current role and also merits a higher pay for this promotion considering her prior experience and continued professional development, including completing the landscape architect registration exam, earning a master's degree and gaining supervisory experience within the department that is most directly related to the duties of the new position. In addition, Ms. Delery's longevity with the City since 2012 would be hard to replace and hire and retrain someone else. As a supervisor, Ms. Delery uses her management experience to streamline work from subordinates leading to maximum productivity resulting in saved time and money. Ms. Delery's demonstrated attention to detail saves time and money and produces a high-quality work product. Her experience with projects of all sizes, complexity, and involvement make her an incredible asset to the department considering the scope of what will be Ms. Delery's duties. Ms. Delery has supervised major construction projects from planning stages to construction completion, designed major public spaces, brings an academic focus on cultural and aesthetic significance, and readily understands project planning, design and construction and interprets and applies those principles. Given Ms. Delery's considerable experience and accomplishments, her earning potential is higher than the median salary.

**7. List other departmental employees in this classification. Do they also possess the exceeded qualification and is it job related? Please attach copies of this form for people with the same or equivalent extraordinary qualifications.**

1. Principal City Planner: Rachael Berg- No, she does not have the same career life span, certifications, multiple masters, or experience in major developmental projects/studies as Haley Delery.

**Rate granted (in steps; % must be in increments of 1.25):**

**Step 21: \$65,569.19**

**Percentage in steps:** 26.06% (overall from current position); 18.32% (from base pay of Principal Planner position)