



The City of Pittsburg

*invites your interest
for the position of*

**Director
of
Finance**



The Community

Known as “The Gateway to the Delta,” Pittsburg is located in Contra Costa County on the southern shore of the Suisun Bay in the East Bay region of the San Francisco Bay Area and is part of the Sacramento–San Joaquin River Delta area. The City currently has a population of over 72,500 and is ideally located with easy access to the rest of the Bay Area through two Bay Area Rapid Transit (BART) stations.

The beautifully redeveloped Pittsburg’s Old Town and Marina district is one of the crown jewels in East Contra Costa County. Located at the confluence of the Sacramento and San Joaquin rivers, Old Town has much to offer to residents and visitors alike. Recently renovated,

Pittsburg’s Old Town has become the place to find good dining options, unique shopping, historical performing arts theater, professional services, and available space for growing businesses in a community that is expected to grow to 90,000 in the next 20 years. The recently renovated Marina also an ideal place to visit and is located within steps of the main Old Town shopping district and downtown living. With nearly 600 boat slips, a free public boat launch, fuel dock, cafe, bait shop, and Pittsburg Yacht Club, the Pittsburg Marina is the finest on the Delta. Pittsburg has featured such events as the Seafood and Music Festival, car shows, ice skating, movies in the park, kayaking, and fishing derbies.

Pittsburg has been a city in progress and promise for nearly a century and a half. Pittsburg is striding into the future, each day more prosperous than the one before. New homes, renovated older homes, new businesses, commercial centers and a historic district being revived are all signs of even better times to come.



City Government

The City of Pittsburg operates under a council-manager form of government and derives its authority from both the California constitution and laws enacted by the state legislature. All legislative power is held by the publicly elected five-

member City Council, which consists of the Mayor and four Council Members. All Council Members have equal authority. The Mayor, however, has the additional responsibility of presiding over City Council meetings, signing official documents, and performing ceremonial functions. City Council Members are elected in November and hold office for four years. The Mayor is selected among the Council Members and serves for a one-year term. The City also has an elected Treasurer who is responsible for auditing and examining all investments made by the City of Pittsburg authorized personnel.

Pittsburg’s all funds budget for FY 20/21 is \$208.9 million and a General Fund budget of



\$43.1 million with a staff of 291 FTEs. The City's government consists of the following departments: City Attorney, City Clerk, City Manager's Office, Community Development (Building, Engineering, and Planning), Community Services (Housing Authority, Pittsburg Power Company, and the Successor Agency to the former Redevelopment Agency), Economic Development, Recreation, Human Resources, Finance, Police, and Public Works (Operations/Maintenance, Utilities, Facilities, Parks, and Water Treatment).

The Finance Department is staffed by 20 FTEs and is responsible for accounting operations, payroll, utility billing, budget, financial reporting, debt issuance and management and investments for all the City departments and agencies (including the Successor Agency to the former Redevelopment Agency, Pittsburg Power Company and Housing Authority), Risk Management, and Information and Communications Systems.

Position and Ideal Candidate

The City of Pittsburg is seeking a highly experienced financial leader to help guide the City during a unique time of challenges and opportunities. Pittsburg, like all communities throughout the country, is facing a substantial impact from the Coronavirus and the new Director of Finance will be expected to provide a high level of strategic financial acumen and dynamic leadership skills to help the organization successfully meet those challenges.



The new Director will report to the City Manager. Additionally, the individual will direct all financial and budget duties, as well as risk management and information systems. The new leader will join a stable and established City organization and Executive staff and will be expected to offer key strategic insights and be a highly collaborative leader and member of the City team. In addition to focusing on the City's financial security, the individual will be expected to continue the City's sustainable financial plan for the future as well as develop and grow the City's talented financial staff.

The ideal candidate for this position will pair a strong financial background in the areas of budget and financial planning and analysis as well as a strong strategic vision to help best position the organization for the future. The ability to implement effective and efficient work systems that will help the department achieve the long-term goals of the City will be critical. Fortunately, the City's Finance team is quite strong and will be a positive asset for the new leader. The expectation for the new Director of Finance is to guide the department towards ongoing success, while continuing to develop and mentor emerging leaders to take on greater levels of responsibility and accountability.

A leadership style that incorporates collaboration, team orientation, flexibility and adaptability is essential for this assignment. An active, engaged, and hands-on manager that provides mentorship and is committed to staff development is expected in this role. Qualified applicants must possess a Bachelor's degree in finance, accounting, business administration or equivalent supplemented by four years of increasingly responsible experience in professional accounting preferably in a municipal government setting, of which at least two years is at a supervisory level.

Compensation and Benefits

The salary range for this position is between \$151,296 and \$191,232 annually, DOQ. The City offers a competitive benefits package that includes:

- ◆ Retirement: CalPERS with Classic employees participating with a 2% @ 60 formula with employee contribution of 10%. New members (PEPRA) participating with a 2% @ 62 formula with employee contribution of 7.25%.
- ◆ Medical: Plans provided through Kaiser and Anthem Blue Cross PPO. City pays 100% Kaiser rates and Employee pays \$10.24 per month for Anthem Blue Cross PPO plan. Family and dual rates vary.
- ◆ Dental: Delta Dental.
- ◆ Vision: VSP.
- ◆ Flexible Spending Account – Health: City provides matching contribution up to \$200 per year for City medical plan subscribers.
- ◆ Cash Alternative for Dental and/or Medical Opt-Out: Up to \$525 per month.
- ◆ Deferred Compensation: Under age 50: \$19,500; Over age 50: \$26,000 per calendar year with up to \$125 per month City match.
- ◆ Retirement Health Savings Account: City provides Vantage Care Retirement Health Savings (RHS) Plan with City contribution of \$75 per month and required employee contribution of \$75 per month.
- ◆ Social Security: Employee & City pay 6.2% of salary up to \$137,700 per year.
- ◆ Sick Leave: 12 days per year.
- ◆ Vacation: Up to 28 days per year based on years of continuous public service.
- ◆ Administrative Leave: 12 days per calendar year.
- ◆ Holidays: 13 observed holidays and 2 floating holidays.



PITTSBURG
CALIFORNIA

The Process

If you are interested in pursuing this unique and exceptional career opportunity, please visit the Avery Associates Career Portal on our website at www.averyassoc.net/current-searches/ to upload your letter of interest, resume, and contact information, including email addresses for five work-related references. (We will not contact references until after an initial interview takes place.)

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The final filing date for this recruitment is February 17, 2021.

If you have any questions regarding this position, please contact Bill Avery at 408.399.4424 or bill@averyassoc.net or Bill Lopez at 408.888.4099 or williaml@averyassoc.net.