

CITY OF YAKIMA, WASHINGTON
**DIRECTOR OF FINANCE
AND BUDGET**



EXECUTIVE RECRUITMENT



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DIRECTOR OF FINANCE AND BUDGET

Yakima, WA (pop. 98,200) – The City of Yakima seeks a Director of Finance and Budget to join its City Manager, Leadership Team, Council, employees, community partners and residents in further growing and developing a resilient and sustainable community. Yakima is the 11th largest city in Washington State, located in the south-central region, approximately 150 miles east of Seattle and covers about 28 square miles. Mount Rainier is located about 60 miles to the northwest of Yakima.

Yakima has been the cultural, business, educational, healthcare, and governmental focal point of the Central Washington region since its founding. Yakima has grown from its agricultural roots into a vibrant, diverse, metropolitan city. It is the Heart of Central Washington promoting a rich history and a bright future. Yakima's economy has traditionally revolved around agriculture and a wide variety of crops are grown in the Yakima Valley. These include more than 30 varieties of fruit (apples, cherries, peaches, pears, nectarines, apricots and berries) and vegetables (such as asparagus and eggplant). The Yakima region is well-known for producing about 75% of all the hops grown in the United States.

In addition to being an agricultural leader, over 250 manufacturing firms call the area home and produce a variety of products. They include aircraft parts, wood products, plastic products, recreational vehicles and communications technology.





TOURISM

Tourism is the fastest growing segment of the Yakima economy. More than 70 wineries are located in the Valley and regularly draw visitors to sample and buy internationally renowned varietals. Multiple craft breweries and distilleries utilize homegrown products in their unique offerings.

Yakima is home to many family-friendly facilities and events including a comprehensive YMCA/Yakima Rotary Aquatic Center, Capitol Theatre, SOZO Sports complex, the Central Washington State Fair, a wood bat summer league baseball team and welcomes numerous regional youth and adult sports tournaments. Residents and visitors can also attend other events such as the Yakima Folklife Festival and the Fresh Hop Ale Festival.

The city also maintains a charming downtown with a strong Main Street presence. There are various groups associated with the downtown area which sponsor and promote various events throughout the year. Some of these are the Chamber of Commerce, Hispanic Chamber of Commerce, Downtown Association of Yakima, Yakima County Development Association, and the Central Washington Home Builders Association.

Nestled in the rain shadow of the Cascade Mountains, Yakima has four distinct seasons and over 300 days of sunshine a year. This enables many outdoor recreation activities, including water and snow skiing, windsurfing, fishing, hunting, boating, hiking, biking, horseback riding and white-water rafting. These great assets make Yakima a favorite destination for people from around the world.



EDUCATIONAL OPPORTUNITIES

The Yakima School District is located primarily within the boundaries of the City of Yakima. Serving a diverse population of nearly 16,000 students, Yakima is the 20th largest district in Washington and the fourth largest in Eastern Washington and the 2nd largest Latino-majority district in the state. All elementary schools offer full-day, daily kindergarten classes. There are advanced placement programs in some of the high schools and a state-of-the-art skills center provides a strong vocational program that attracts students from outside the district as well. Additionally, there are private schools in the area for high school and K-12 grades.

Beyond K through 12 grades, the area boasts a private technical college, a community college, a university, a medical school, and a number of vocational education programs. Yakima Valley College (YVC) is one of the oldest community colleges in the state of Washington. Founded in 1928, YVC is a public, four-year institution of higher education, and part of one of the most comprehensive community college systems in the nation. It offers degrees in arts and sciences, professional and technical education, transfer degrees to in-state universities, and community services.

Perry Technical Institute is a private, nonprofit school of higher learning located in the city since 1939. Perry students learn trades such as automotive technology, instrumentation, information technology, HVAC, electrical, machining, office administration, medical coding, and legal assistant/paralegal.

Pacific Northwest University of Health Sciences opened in the fall of 2008 and graduated its first class of osteopathic physicians (D.O.) in 2012. The first college on the 42.5-acre campus is home to the first medical school approved in the Pacific Northwest in over 60 years, and trains physicians with an osteopathic emphasis.



THE CITY AND THE ORGANIZATION

The Yakima Valley was first inhabited by several native American tribes who later formed the Yakama Nation. Many of the individuals who founded the city were European descent, although significant numbers of African Americans and Asian-Americans homesteaded in the area. Over the past 30-plus years, the Valley has experienced a significant increase in Latino immigrants accounting for some 50% of the population in Yakima County. Today, the Yakima community enjoys a rich population from many cultural and ethnic backgrounds.

Yakima is a charter civil service city governed by a seven-member Council operating within the council/manager form of government. Council members serve staggered four-year terms and are elected as representatives from within the city's seven districts. The mayor is selected by the Council from among its members.

The overall budget shows \$252.1 million in revenues and \$269.8 million in expenditures for 2023 and \$245.3 million in revenue and \$251.2 million in expenditures for 2024. Expenditures are more than revenues because several funds have planned expenses that are being funded through both fund balances and on-going revenues. Government and Enterprise funds are spending budget appropriations that were approved in prior year budgets to fund large projects that are now in progress.

The General Fund has revenues of \$71.8 million and expenditures, including transfers, of \$73.3 million in 2023, and \$73.5 million in revenue and \$75.1 million in expenditures for 2024. The fund balance for the General Fund is budgeted to decrease by \$1.6 million in 2023 and \$1.6 million in 2024, mainly due to inflationary increases in professional services, and increases in employee wages and benefits. The fund balance, however, will remain within the approved reserve level of total expenditures (16.7%) for both years, 20.0%, at the end of 2023 and 17.4% in 2024.

TOP EMPLOYERS IN THE CITY

- Yakima Valley Memorial Hospital – about 2,500 employees
- Walmart – about 1,700 employees
- Yakima School District – about 1,600 employees
- Zirkle Fruit – about 1,500 employees
- Washington Fruit & Produce – about 1,500 employees
- Yakama Nation Government Operations – about 1,300 employees
- Borton Fruit – about 1,200 employees
- Monson Fruit – about 1,000 employees
- Yakima County – about 1,000 employees





THE POSITION AND DEPARTMENT

- Directs and facilitates the planning, organization and maintenance of the City's Finance and Budget Department, including but not limited to: revenue collection; expenditures; payroll; fund accounting and audits; investments; and other related accounting and finance practices. The Director of Finance and Budget works with the City Manager in the development, presentation, execution, and performance reporting of the annual budget.
- Establishes and oversees implementation of the policies, systems, and procedures governing all aspects of the City's accounting, bookkeeping and financial reporting activities, assuring the financial management systems conform to generally accepted accounting principles and standards, and the requirements of the State Auditor.
- Believes customer service is not just a catch phrase, but rather, along with integrity, a core principle. The best candidate will be respectful of the Council, staff, and the public, encourage an environment where creativity flourishes, and ensure results and accountability. Other important characteristics include the ability to publicly present complex financial budgets, seek out revenue sources, and foresee economic challenges.

The Finance Department manages and optimizes the City's financial affairs and provides professional, knowledgeable, and courteous service to all City employees and customers. The Finance Department is structured into three teams:

1. Public Finance, Accounting & Budget (11 FTE) – This team is responsible for accounting, expenditures, revenues, CAFR, audits, budgets (General Fund, enterprise, capital). It also oversees financial analysis, risk management, public finances, bond redemption, and debt services.
2. Purchasing (4 FTE) – The guardians of the public procurement process, the Purchasing Division provides transparent, fair and open procurement support for 36 City departments.
3. Utility Services (11 FTE) – This customer service team is the support division for the five City of Yakima utilities: water, irrigation, refuse, storm water and wastewater. It handles account set up, meter reading, billing, payments and collection functions. This division also takes payments for parking tickets and bus passes, administers dog licensing, and processes all City mail.





QUALIFICATIONS

Successful candidates will ideally possess the following qualifications:

- A bachelor's degree in Finance, Accounting, Economics, Business Administration, Public Administration, or a closely related field (master's degree preferred).
- Five (5) years of progressively responsible business finance management including experience in risk management, financial software systems, corporate budget development and oversight.
- Previous public financial administration, accounting and/or budget experience is required. Supervisory experience is preferred.
- A Certified Public Accountant (CPA) License; Certified Public Financial Officer designation; and/or Government Finance Officers Association (GFOA) Certification is preferred.

SALARY AND APPLICATION PROCESS

The starting salary range for the position is \$127,210 - \$162,383. The city will also offer an outstanding fringe benefit package including: paid time off, wellness incentive program, self-insured medical, dental and vision insurance, free access to a City-owned health clinic, WA State PERS pension, a 3% Employer contribution into a 457 deferred compensation plan, longevity incentive pay and English/Spanish bilingual/biliterate incentive pay. Interested candidates should apply online by March 15, 2024, with a cover letter, resume, and contact information for at least five (5) professional references to www.GovHRJobs.com and to the attention of Sarah McKee, Senior Vice President, GovHR USA, 630 Dundee Road, Suite 130, Northbrook, IL 60062. Tel: 847-380-3240, EXT 120.

The City of Yakima, WA is committed to compliance with the American Disabilities Act and is an Equal Opportunity Employer. Diversity and inclusion are critical to their success. They seek to recruit the most talented people from a diverse candidate pool and strongly encourage women, people of color, LGBTQ individuals, people with disabilities and veterans to apply.



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