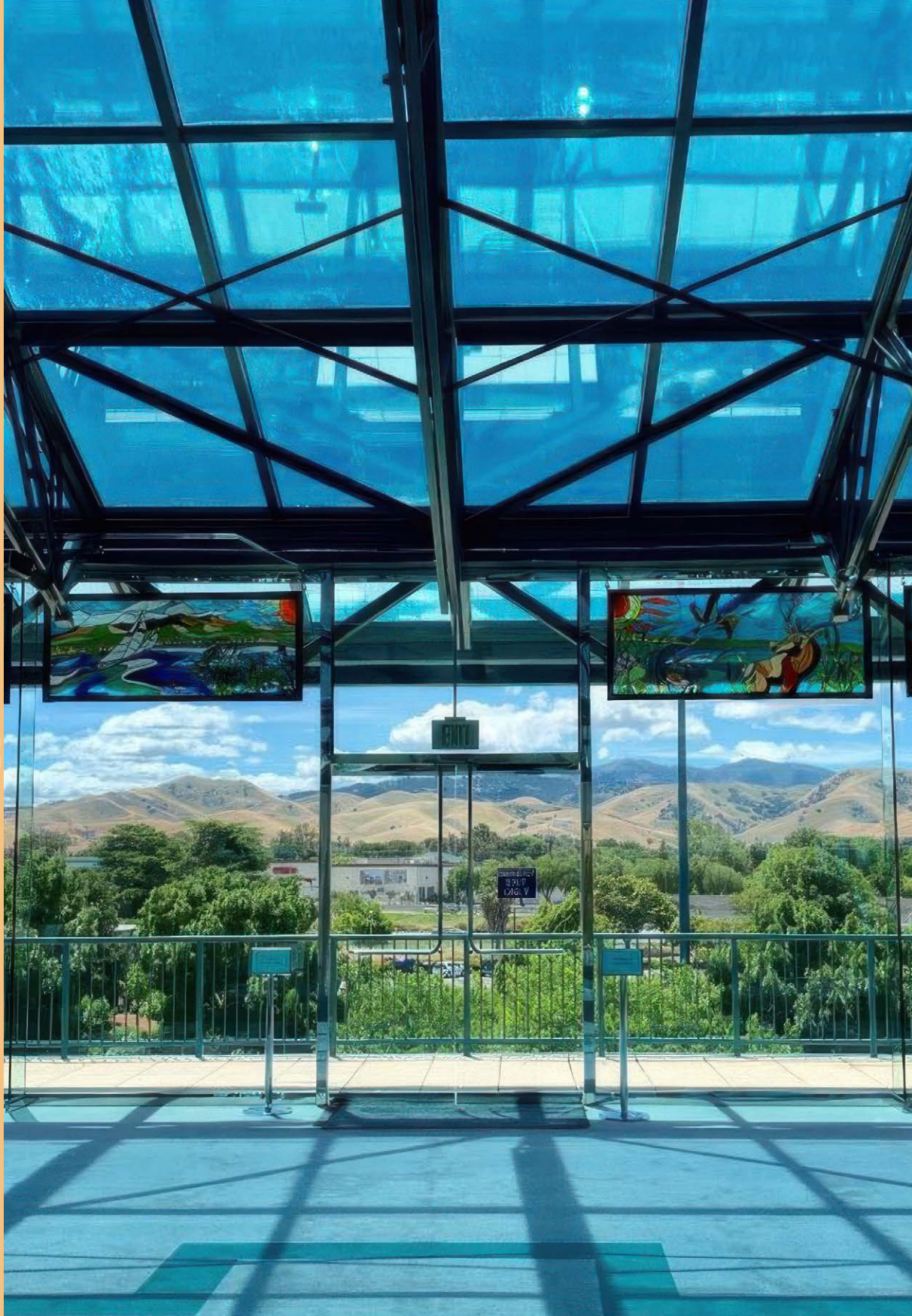


Peckham & McKenney
"All about fit"



Finance Director
CITY OF PITTSBURG, CALIFORNIA

THE COMMUNITY

The City of Pittsburg is a culturally rich and diverse community of over 76,000 residents and expected to grow to 90,000 in the next 20 years. Pittsburg is located in the Bay Area Region of Northern California and is perfectly located for easy access to San Francisco, Napa Valley, Sacramento, the foothills of the Sierra Nevada Mountains, and Lake Tahoe. Pittsburg City Hall is also conveniently located within a short walk from the Pittsburg Center Station of the Bay Area Rapid Transit System (BART), making a commute from cities throughout the Bay Area very easy.

Pittsburg has waterfront homes, two performing arts theaters, a variety of seasonal events, an extensive park system, a large public-school system, and a variety of shopping centers. The recently renovated Marina is also an ideal place to visit and is located within steps of the Old Town shopping district and downtown living, with nearly 600 boat slips, a free public boat launch, fuel dock, café, bait shop, and the Pittsburg Yacht Club.



The City is committed to supporting long-term projects that will drive **economic development** and enhance quality of life. Among these transformative efforts are some of the largest infrastructure projects in the City's history, including the recently approved Pittsburg Technology Data Center Campus.

Pittsburg has featured such events as festivals, car shows, movies in the park, kayaking, and fishing derbies. With its commitment to a quality community environment, Pittsburg is an ideal city in which to live, work and recreate.

For more information, please visit the City's website at <https://www.pittsburgca.gov/>.



THE ORGANIZATION

The City of Pittsburg is a full-service city following the council-manager form of government. The City Council appoints the City Manager and the City Attorney and the City Clerk and the City Treasurer are elected. The Council and City staff enjoy a positive and mutually respectful relationship.

Pittsburg's overall budget for FY 25/26 is \$248.6 million and a General Fund budget of \$62.8 million with a staff of 312 FTEs. The City's government consists of the following departments: City Manager's Office (Administration, Information and Communications Systems, and Environmental Services/Solid Waste), Community and Economic Development (Building, Planning, Economic Development, Code Enforcement, Pittsburg Power Company/Island Energy), Community Services (Community Development Block Grant, Housing Authority, the Successor Agency to the former Redevelopment Agency), Recreation, Human Resources, Finance, Police, and Public Works (Engineering, Operations/Maintenance, Utilities, Facilities, Parks, and Water Treatment). Fire services are provided under contract by the Contra Costa Fire Protection District.

Fiscal responsibility is a cornerstone of the City's governance. The City develops the annual budget under the guidelines of the City's **Fiscal Sustainability Ordinance** and



maintains the equivalent of 30% of General Fund Operating Expenses in reserves. In addition, the City maintains a 20-year forecast to project for future fiscal measures necessary for operations.

THE DEPARTMENT

The **Finance Department** is responsible for accounting operations, payroll, utility billing, budget,



financial reporting, debt issuance and management, risk management programs and investments for all the City departments and agencies within the framework of City policies and procedures.

The Department is staffed with 17 employees and has a budget of \$4.6 million.

THE POSITION

Under the administrative direction of the City Manager, the Finance Director plans, organizes, directs, and manages the operations and services of the Finance Department functions. Major program responsibilities include, but are not limited to, investment management, cash management, citywide budget, and financial and accounting functions. The City is currently undergoing an ERP conversion.

THE IDEAL CANDIDATE

The City of Pittsburg is seeking an experienced professional who can exercise independent judgment and initiative while always keeping the best interest of the City and its residents as a priority. A leader who imparts service orientation to staff, inspires teamwork, builds relationships, maintains a positive and productive work environment, utilizes a participative management style, addresses and solves problems, and makes decisions and takes effective actions when appropriate.

This is an excellent opportunity for a hands-on Finance Director with a breadth of financial services experience and skill in strategic planning. Candidates should be skilled at identifying problems in their early stages and be able to work collaboratively to develop the best solutions. The ideal candidate will have a broad knowledge base in the areas of financial planning and analysis, revenue projection and budgeting, accounting and financial reporting, public debt, and fund accounting. A candidate who understands the role of the Finance Department in supporting and collaborating on the work of all other departments in a high-performing organization would be highly valued. The Finance Director is a key member of the City's executive team and will help to define the City's vision and strategy.

The ideal candidate will be inspirational and have a track record of identifying, hiring, promoting, and developing great staff. The ideal candidate will also

be fair, approachable, able to build sincere relationships across all levels of the organization, lead by example, expect excellence, and have experience mentoring, succession planning, preparing staff to lead, and holding staff accountable.

Excellent project management and communication skills are essential to this position. The ideal candidate will exhibit an aptitude for clear, concise, and direct communication, as well as the ability to succinctly summarize complex financial information. The new Director will be easy going, have a sense of humor, and will demonstrate the City's **Continuing Values** of integrity, trust, commitment, respect, pride, continuous learning, and partnership.

EXPERIENCE/EDUCATION REQUIREMENTS

Candidates must possess the equivalent of a Bachelor's degree in accounting, business administration, economics or a related field and five years of broad and extensive experience in professional municipal accounting, including at least two years in a responsible management/supervisory capacity. A Master's Degree in Accounting, Public Administration, Business Administration or a related field may be substituted for one year of required experience. A current Certified Public Accountant (CPA) certificate is desirable.



THE COMPENSATION PACKAGE

The annual salary range for this at-will position is \$177,396 - \$226,404, depending on qualifications.

The City offers the following excellent benefits:

CALPERS DEFINED BENEFIT PENSION:

- Classic members 2% @ 60 - Employee contribution is 9%.
- PEPRAs members 2% @ 62 - Employees pay the full 8.25% employee contribution.

SOCIAL SECURITY / MEDICARE: The City participates in Social Security and the employee contribution is 6.2% of salary up to \$176,100. The employee Medicare contribution is 1.45%, plus 0.09% when wages exceed \$200,000/year.

401A PLAN: Funded with 80 hours of vacation which is converted annually.

DEFERRED COMPENSATION:

The City will match contributions up to \$150 per month.

HEALTH INSURANCE:

- Medical Benefits – Kaiser or Anthem PPO. The City pays 100%



SEARCH SCHEDULE

- Filing Deadline: August 3, 2025
- Preliminary Interviews (telephonic): August 6 – 11, 2025
- Meeting to Review all Candidates: August 20, 2025
- Panel Interviews (In-Person): August 26, 2025
- Finalist Interviews (In-Person): August 27, 2025

These dates have been confirmed, and it is recommended that you plan your calendar accordingly.

- of the Kaiser premium for employee and eligible dependents.
- Retiree Health Savings Plan (RHS) – City & employee contribute \$75 per month.
 - Dental & Vision – Delta Dental & VSP with 100% of the premium for the employee and eligible dependents paid by the City.

LIFE INSURANCE / AD&D: City paid basic life/AD&D insurance equal to 1.5% x annual salary up to \$250,000.

LTD / SALARY CONTINUATION: After 180 day waiting period, City paid long-term disability coverage of 60% of monthly salary to a cap of \$15,000.

TUITION REIMBURSEMENT: Up to \$2,700 per calendar year.

ANNUAL LEAVE: Vacation up to 28 days (accrual tier negotiable) with buy back available; 96 hours admin leave; 24 hours floating holiday; and 13 paid holidays.

SERVICE ACHIEVEMENT PLAN: Every five years on the employee's anniversary, employee will be credited with additional vacation time up to 80 hours.

SICK LEAVE INCENTIVE PLAN: 4 hours credited to vacation leave with no sick leave used during any payroll year quarter.



THE RECRUITMENT PROCESS

To apply for this key position and exciting career opportunity, please submit a current resume and compelling cover letter through our website at:

Peckham & McKenney
www.peckhamandmckenney.com

Resumes are acknowledged within two business days. Contact Roberta Greathouse at 831.998.3194, toll-free at 866.912.1919, or via email at Roberta@PeckhamandMcKenney.com if you have any questions regarding this position or the recruitment process.

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EXECUTIVE SEARCH
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