



Photos Courtesy of Juergen Beck & The McComm Group



Population 55,816

CHIEF FINANCIAL OFFICER (CFO)

Express Interest by Friday, June 16th

Background

With its' population of 55,816, Decatur has small city charm with big city benefits. Located on the Tennessee River in Morgan County, Decatur boasts a rich heritage and dynamic future. In Decatur, you'll find untapped economic prosperity, southern charm, and community spirit making this the place to be.

The Opportunity

The City of Decatur is looking for a highly skilled, hands-on, experienced public administrator who is strong in the fundamentals of public financial management, finance & personnel management and who ***"has seen all sides of it and is ready to take the reins"***.

The CFO reports to the Mayor, but advises the Mayor and City Council on financial policies and issues affecting City operations and services and provides important technical assistance to department directors and City staff.

The CFO serves as head of the Finance Department, and serves as Department Head over the Finance, Purchasing and Revenue Departments. He / She will be responsible for ensuring the City and finance divisions perform all their required accounting functions.

The Chief Financial Officer must be an effective leader of the City's Finance Department who can hit the ground running, value staff input while maximizing the City's financial systems and processes.

If you want to live and work in a city with a town-like feel, a sense of place, history, and a rich community, Decatur is perfect as a ***Grand City on a Charming Scale..***



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HISTORY

Decatur was incorporated in 1821, named under the instruction of **President Monroe** after **Stephen Decatur** when he was killed in a duel. The City has strong Civil War roots, being nearly destroyed to the point where only four buildings were left standing: the **Old State Bank**, (the oldest bank in Alabama, being 173 years old), the **Dancy-Polk House**, the **Todd House**, and the **Burleson-Hinds-McEntire House**, where the Battle of Shiloh was mapped out.

During the **Battle of Decatur**, the union army was vastly out-manned. Given its resilience, Decatur was referred to by the union as **"A Tough Nut to Crack"**. Like many southern cities in the early 19th century, its early success was based upon its location along a river. Railroad routes and boating traffic pushed the city to the front of North Alabama's economic atmosphere.



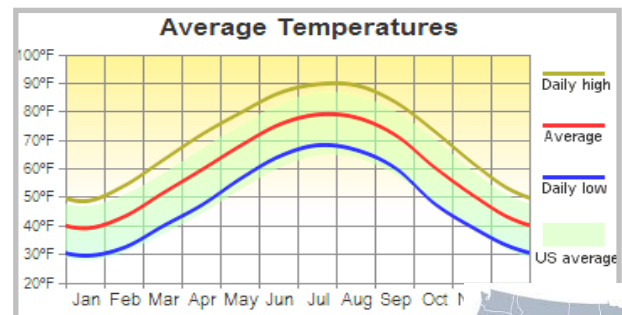
New Decatur was a city that rose out of the ashes and was founded in 1887 and incorporated in 1889. However, residents of the older Decatur resented the new town which was founded and occupied by people who moved down from the northern states. Animosity built until New Decatur renamed their town **Albany**, after Albany, N.Y. in 1916. There was an impetus in 1925 to meld the two towns by the Kiwanis Club which had equal members from both towns, and the town became the **City of Decatur**.

There is still to this day somewhat different cultures. Eastern portions of Decatur tend to act more suburban and traditional, while western portions tend to look more metropolitan and contemporary.



CLIMATE

The climate in Decatur is humid subtropical with four distinct seasons. The winters are generally mild, with a small, measurable amount of snow a few times each year. The July daily average temperature is 79.6°. Thunderstorms are common during summer months. Autumn, which spans from mid-September to early-December, tends to be similar to spring in terms of temperature and precipitation. The Decatur—Huntsville area does occasionally experience the after-affects of tropical storms.



GEOGRAPHY

Affectionately known as **"The River City"**, Decatur is located in northern Alabama on the banks of Wheeler Lake, along the **Tennessee River**, west of the **Appalachian Mountains**. Major cities are within short driving time:

Birmingham (90min) Nashville (2 hrs) Atlanta (4 hrs)
Memphis (4 hours) Cincinnati (6.5 hours)
Roanoke, VA (8 hours) New Orleans, LA (7.5 hours)

Decatur is 15 minutes from the **Huntsville International Airport**. *American Eagle, Delta / Delta Express, GLO Airlines and United Express* provide direct access to Atlanta, Chicago, Dallas / Fort Worth, and Washington National.

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DEMOGRAPHICS

The City's estimated population is 55,683 residents. There was 3.3% population growth between 2000 and 2010, but the population is estimated to fall by -0.4% by 2020. The two-county Decatur Metropolitan Area has an estimated population of 153,374. **Huntsville** creates the **Huntsville-Decatur Combined Statistical Area**, of which Decatur is the second largest city. The incorporated area of the City is **59.9 sq/mi.**

In 2010 there were an estimated 21,824 households in Decatur. Population density is **857.98** persons per sq/mi. The racial make-up of Decatur is 75.5% White, 19.56% Black or African American, 5.64% Hispanic or Latino, and 2.22% other races.

**Table I:
Population by Age**

| Age | % |
|-------|------|
| <20 | 25.1 |
| 20-30 | 8.7 |
| 30-40 | 13.7 |
| 40-50 | 12.6 |
| 50-60 | 13.6 |
| 60-70 | 11.7 |
| 70+ | 10.3 |

Source: U.S. Census

Age Distribution / Cost of Living

The median age in Decatur is 36 years. The population is spread out with 25.4% under the age of 18, 8.8% from 18 to 24, 29.6% from 25 to 44, 23.1% from 45 to 64, and 13.1% who are 65 years of age or older. The median home price in Decatur is **\$129,000; \$50,000 below the state average.** The average apartment rent is \$606; **\$300 below the national average.**

(2.9%), Transportation & Warehousing (2.2%), Wholesale Trade (1.5%), Utilities (1.2%), Information (1.1%).

- ♦ **Manufacturing** – Decatur's manufacturing industry held 22.5% employment share in October 2012, higher than any other metro area. The sizable manufacturing center has created immense job gains. Between October 2011 and October 2012 total payroll employment rose by 900 to 55,600; goods producing industries added 300 jobs, with service providing industries contributing 600.
- ♦ **Tourism** – Tourism is a major part of Decatur's economy. With its strong cultural and historical heritage, hundreds of thousands of people in and out of town, and from many other countries attend some of the premier festivals in the South. Civil War exhibits, transportation landmarks, and superb museums feed the industry.
- ♦ **Service Providing Sectors** – Service providing sectors added 600 jobs in the Decatur metro during the 12 months ending in October 2012. The biggest gain was seen in transportation, warehousing, and utilities (200). Employment was bolstered by gains of 100 jobs in each of the following sectors: financial activity, professional and business services, leisure and hospitality, and state and local government.

COMMERCE

Decatur possesses a progressive business environment with revenue coming from tourism, manufacturing, outdoor recreation, cargo transit, hi-tech industries such as **General Electric** and the **United Launch Alliance**, **Nucor Steel**, **Daikin America**, and **3M**, as well as award winning retailers such as **Big Bob Gibson's Barbecue** and **Morgan Price Candy Company**. In 2015, there was a 6.2% unemployment rate with a total of 64,690 people employed and 4,280 unemployed.

- ♦ **Industries by share** - Manufacturing (19.3%), Retail Trade (14.9%), Healthcare & Social Assistance (12.3%), Construction (9.8%), Accommodation & Food Service (8.2%), Professional, Scientific, Tech Services (5.3%), Other Services Except Public Administration (4.8%), Public Administration (4.1%), Finance & Insurance

**TABLE II:
TOP 10 EMPLOYERS IN DECATUR**

| Company | FT Employees |
|----------------------------|--------------|
| Decatur-Morgan Hospital | 1365 |
| GE Appliances | 1295 |
| Decatur City Schools | 1133 |
| Morgan County Schools | 969 |
| Wayne Farms Prepared Foods | 942 |
| Wayne Farms Fresh Facility | 871 |
| 3M Co. | 850 |
| United Launch Alliance | 820 |
| WalMart | 739 |
| Nucor Steel Decatur. LLC | 721 |

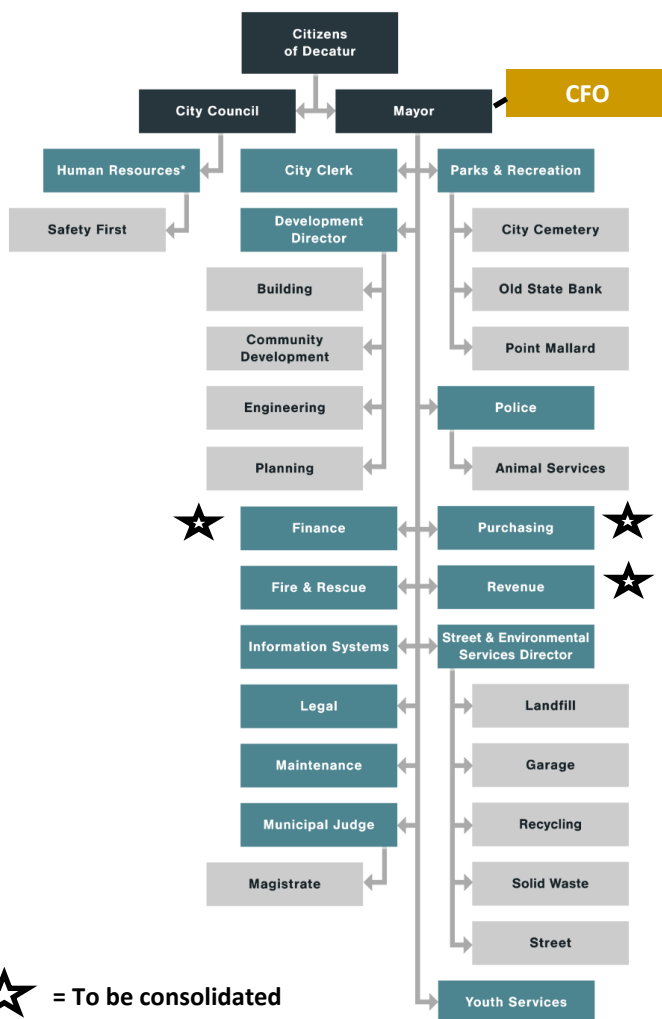
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Form of Government

Incorporated in 1821, Decatur is a Class V City with a **Council—Mayor** form of government, with a Mayor and 5-member City Council. The Council Members and Mayor are elected to 4-year terms—each representing one of 5 districts. Mayor and Council time in office: Mayor Tab Bowling (5 months), Paige Bibbee (5 months), Kristie Hill (5 months), Chuck Ard (4 years), Charles Kirby (12 years), and Billy Jackson (20 years).

Organizational Structure

The Council establishes policy and direction. Council members are responsible for appointing and supervising all Department Heads, and members of Boards & Commissions. The Mayor is responsible for the daily management of 15 departments as illustrated below.



Municipal Services:

Decatur is a full-service city with over **500 full-time and 600 seasonal / part time** employees in 15 departments. A **\$57 million FY2017 Annual Budget**, and an *ad valorem* tax rate which adjusts based on property classification. Assessed valuations are **Class II (20%) and Class III (10%)** - both have a **millage rate of .0453**.

Work Environment

The new CFO will enjoy **collaboration and a supportive environment** where unique challenges, innovative solutions and fulfilling accomplishments will be a part of daily work. Departments are lead by highly-qualified, experienced, professional staff who continue to provide valuable leadership to the City's several Departments:

- ◆ **City Clerk**—The City Clerk's office has a budget of \$648,685 with 5 FT employees and 1 FT temp. The current City Clerk has been with the city since December 2011 and also acts as the interim Purchasing Director.
- ◆ **Parks & Recreation** - Parks & Recreation has a \$12 million budget with 74 FT and 475 seasonal employees. The current Director has held the position for 14 years and has worked with the city since 1978.
- ◆ **Police** - The Police Department has a budget of \$13.5 million with 137 FT police officers and 1 temp. Animal services has 9 FT employees, and there are 2 part-time crossing guards. With the City for only 1 year, the Chief's 30 years of experience from Patrolman-to-Chief and work as responsibilities as Deputy Chief in a city of 180,000 will be useful for the new CFO.

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Municipal Services (continued)

- ◆ **Fire**— The Decatur Fire Department has a budget of \$9.8 million with 112 FT firefighters and 3 FT civilians. The Chief has been with the City for 3 years.
- ◆ **Financial Services** - 3 divisions to be consolidated into the new Finance Department: *Finance, Purchasing & Revenue*. Finance (Budget of \$705,201, 7 FT and 1 PT employee; currently run by the former finance supervisor who retired in 2001 and came back to work part-time); Purchasing (budget of \$220,000, 3 FT employees, currently run by the purchasing agent who has been in place for 3 years); Revenue (Budget of \$324,000; 3 full-time employees;
- ◆ **Streets & Environmental Services** - Streets & Environmental has a budget of \$11.5 million with 72 FT employees and 4 FT temps. The current director has been with the city for 34 years.
- ◆ **City Attorney** - The City Attorney's office has a budget of \$450,000 with 4 FT employees. The current City Attorney has held the position for 36 years.

Chief Financial Officer - Key Responsibilities

The new **Chief Financial Officer (CFO)** will be a critical member of Senior City Management team in creating a more effective public financial management strategy and improved financial processes and procedures among all departments of the City. Essential functions include (not a complete list):

- Advise the Mayor and Council on financial policies and issues affecting city operations and services;
- Serve as Department Director to the Finance, Revenue

and Purchasing Departments;

- Oversee the development and implementation of financial policies and procedures and manage financial operations to ensure compliance with applicable governing regulations;
- Oversee the development and implementation of the City's annual Budget Process;
- Oversee the development of the City's long-range Financial Plan, Comprehensive Annual Financial Report and assists with annual Financial Audit;
- Supervise, provide leadership, direct, supervise and evaluate all assigned departmental staff;
- Approve departmental purchase orders, invoices, payroll, and various departmental expenditures;
- Oversee the financial tracking and capitalization of the City's assets, facilities and infrastructure.

Opportunities and Challenges

The City of Decatur is undergoing important changes, guaranteed to be exciting and challenging for the new **Chief Financial Officer**. The new CFO would be given the opportunity to address these opportunities & challenges:

1. Examining **finance processes (purchasing, AR/AP, payroll, budgeting, reporting)** & other operating procedures;
2. Examining **the City's current services**, management of assets, potential for financial growth, & sustainability;
3. Examining the City's current **capital investments and use of debt instruments** to help the City to make better use of growth markets and debt capacity;
4. Improving **financial reporting, accuracy & priority-setting tools**, and a well-defined budget process;
5. **Modernizing** the Finance Department, professional development of department staff, and improved use of technologies;
6. Creation of a long-term **Financial Strategic Plan**, and
7. **Transparent and accountable financial management** informs Council, directs staff, and engenders public confidence.

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The Ideal Candidate

The ideal candidate will possess the following experience, attributes, skills and abilities

- Has *hands-on* technical / accounting skills as well as senior executive experience;
- Thrives in an environment of transparency;
- Fully understands and effectively explains risk;
- Experienced in municipal finance involving *Warrants, Investments, TIF Financing, and GASB / GAAP*;
- Understands Debt Service, Capital Investment and Debt Instruments and how to best to use them as growth instruments;
- Values staff input and the ability to recognize staff contributions, skills & abilities;
- Improves skills performance of other departments;
- Authoritative but responsible & accountable;
- Excellent communicator, accepts input from others, and is a decisive decision maker;
- Can effectively tell staff and Council “no” with clear reasons for doing so;
- Possesses a positive, public / customer service attitude;
- Brings best-practices from public *and* private sector;



Education

- *Masters Degree in Accounting, Business Administration, Public Administration or closely-related field*

OR

- *Bachelors Degree in Accounting, Public Administration, Business Administration, or closely related field with CPA, CMA or CFM certifications,*

OR

- *Possess equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for the job.*

Experience

- *3 to 5 years as Chief Financial Officer for a similarly-sized local government, county, or state agency.*

OR

- *7 or more years as Deputy or Assistant Finance Officer / Director for a local government, county, or state agency larger than the City of Decatur.*
- *Experience with Debt Service, Capital Investments & Debt Markets, and the ability to recommend better utilization of these instruments.*
- *Proven senior financial management experience for a government agency is highly desired—and will be given first consideration.*
- *Some private-sector executive financial management experience will be a plus.*

Residency

Residency within the city limits is required. Expenses for relocation are provided and successful candidate will be given 180 days to relocate permanently.



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Amenities

Decatur is a vibrant, diverse city with an abundant culture, fantastic restaurants, festivals, and entertainment. It is a historian's goldmine with an array of historical landmarks and exhibits. In addition, the Tennessee River makes Decatur a destination spot for the avid outdoorsman or nature lover.

Take a walk along the **Tennessee River in Delano Park**, make use of boating, water skiing and fishing opportunities for visitors and residents. Its **River City** status has allowed Decatur to capitalize as an outdoor recreation spot. In 2012 the City added **5.8 miles of new walking trails**, the **Pickwick Belle**, and the beginning stages of an outdoor amphitheater in **Founders Park**.

For the Civil War or museum buff, take a look through the **Blue and Gray Museum**, the **Morgan County Archives**, or spend some time in **Cook's Natural Science Museum**. Civil War reenactments and events celebrating Decatur's abundant local history are common-place in our City.

Decatur has something for everyone!

Fun things to do around Decatur:

- U.S. Space & Rocket Center (Huntsville)
- Carnegie Visual Arts Center
- Point Mallard Aquatics Center
- Princess Theatre
- Alabama Jubilee Hot Air Balloon Classic
- Wheeler National Wildlife Refuge
- Old State Bank
- Visit the Blue and Gray Museum
- Cook's Natural Science Museum
- Board the Pickwick Belle on Tennessee River

Some additional useful websites:

- ♦ [City of Decatur](#)
- ♦ [Morgan County](#)
- ♦ [Morgan County Schools](#)
- ♦ [Decatur Chamber of Commerce](#)
- ♦ [Morgan County Economic Development Association](#)

Other Useful Links:

PARCA Report : [How Alabama City Finances Compare](#)



Photos Courtesy of Juergen Beck & The McComm Group.

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APPLY TODAY

Compensation

Salary presently **up to \$120,000 (DOQ)** w/ competitive benefits (negotiable).

- *Medical, Dental, Vision (100%)* - cafeteria-style.
- *Retirement & Life Insurance*
- Relocation expenses, association dues and other items are negotiable.
- City's [benefits program offerings](#).
- CFO [Job Description](#).

Equal Opportunity

The City of Decatur is an Equal Opportunity Employer and Drug-free workplace. The City values public service, equal opportunity and diversity in the workplace. It is a community committed to workforce building and serving its residents and businesses with commitment to the following values:

***Responsibility, Respect, Honesty Teamwork,
Diversity and Inclusiveness.***

All genders and ethnicities are encouraged to apply.

Confidentiality

The City realizes that some candidates might not be comfortable having their names disclosed to the public. As a result, all candidate application materials, including the applicant's name, remain confidential until Finalist are selected for interviews.

Application & Selection Process

Express interest on or before **June 16th**.

Candidates will be screened in June through early July.

Semi-Finalist background checks late July - August.

Finalist interviews will be held on or near **August 10-11** with selection thereafter.

How to Apply

Email your resume and Letter of Interest to:

David Evertsen, Principal

DecaturCFO@municipalsolutions.org

before

5:00 PM Central Time, Monday, June 16th

Faxed & mailed resumes will not be considered.

Direct questions to the email address above or by calling
928-220-2611 or 623 207-1309.

This recruitment actively managed by:



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