



CONTROLLER
City of **Denton, Texas**

Recruitment Services Provided By



The Opportunity

The City of Denton is looking for a Controller to lead the governmental accounting functions within the City's Finance Department. If you have extensive knowledge of core accounting principles, are a subject matter expert on calculations and compliance with applicable accounting standards, laws, and regulations, and are committed to integrity and accuracy in the accounting function, you may be just the person to serve as the City's next Controller.



About Denton

Denton is a dynamic suburban community that has something for everyone. Denton is a uniquely vibrant cultural destination, where a small-city feel stands alongside big-city amenities. A blend of history and culture leads to a fast-paced environment which is home to two thriving universities, an active downtown, and a diversity of choices in employment, lifestyle activities, and neighborhoods. Strategically located at the convergence of I-35E and I-35W, Denton is the northern tip of the “Golden Triangle,” the area formed by Fort Worth to the southwest and Dallas to the southeast. The current population is approximately 139,869 and is trending upward. The growth in population has led to a focused effort to ensure the City’s infrastructure is adequate, now, and well into the future.

Denton is easily accessible. In addition to its location at the junction of two interstate highways, it is also close to three public airports which service the area, Dallas-Fort Worth International Airport, Dallas Love Field, and Fort Worth’s Alliance Airport. Denton County Transportation offers both rail and bus service as public transportation options.

Denton is a college town that is home to two state universities, the University of North Texas and Texas Woman’s University. With a combined enrollment of more than 50,000 students, the universities host a variety of cultural, sports, and entertainment activities. And, just south of Denton, is North Central Texas College, the oldest continuously operating two-year college in Texas.

Spanning a bit less than 98 square miles, the City of Denton features an entertainment culture consisting of live performing arts venues, music and film festivals, museums, and historical sites. Denton has expansive open spaces including 30 parks, a water park, community swimming pools, and trails for hiking and bicycling. Nearby lakes and state parks contribute to the many outdoor recreation options.



City Government

The City of Denton is a full-service municipality governed by a City Council/Manager form of government. The mayor and six council members are the City's legislative body; its members are the community's decision makers. The Council focuses on community goals, major projects, and long-range considerations such as community growth, land use development, capital improvement plans, and strategic planning. The Council appoints a professional manager to oversee the delivery of public services. The City Manager serves as the City's Chief Executive Officer, implements City Council policy directives and ensures the provision of municipal services.

The City of Denton provides traditional governmental services along with managing multiple utility/enterprise operations such as water, wastewater, electric, solid waste and recycling, drainage, and regional airport services. The City's 2022-2023 adopted operating budget, developed within the context of a five-year financial plan and long-term infrastructure community needs is \$1.88 billion which supports 1,858 Full-Time Equivalent (FTE) positions. [The 2022-2023 adopted budget.](#)

The City's core values support organizational priorities and ensure consistency in the way the City's staff work to serve the community. For 2022-2023, the City's key focus areas will be pursuing organizational excellence and collaborative and respectful leadership; enhancing infrastructure and mobility; fostering economic opportunity and affordability; strengthening community and quality of life; supporting healthy and safe communities; and promoting sustainability and the environment. These focus areas are supported by an unerring staff commitment to the core values of transparency, fiscal responsibility, integrity, inclusion, and outstanding customer service.



The Finance Department

The Finance Department is comprised of the Budget & Accounting, Purchasing & Grants, Compliance, and Municipal Court Divisions. The Department is responsible for a variety of functions which include accounting, accounts payable, payroll, cash management, debt and investment management, budgeting, grant management, long-range financial planning, and administrative support for municipal court proceedings. The Department produces quarterly financial reports, prepares the Annual Comprehensive Financial Report (ACFR) and the Annual Program of Services (Budget).



The Position

Under the leadership and direction of the Chief Financial Officer, the Controller directs, coordinates, and supervises the Accounting Division's personnel and activities which include general accounting, and accounts payable & receivable. The Controller coordinates assigned activities with other functions, City departments and divisions, outside agencies or organizations, provides professional and technical support to the Chief Financial Officer, and assists with the budget process. This position has three (3) direct reports within the overall Finance Department staff of forty-four (44) FTEs.

Essential Functions:

- Supervising and evaluating the work performance of the Accounting Division's staff; providing staff training and development, coaching, mentoring, and leadership.
- Developing the Annual Comprehensive Financial Report (ACFR) and the Report on Federal Awards in accordance with the OMB Circular A-133 to comply with external reporting deadlines of relevant federal, state, and auditing agencies.
- Preparing the ACFR to earn the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting demonstrating a high standard of full disclosure.
- Ensuring all accounting activities are conducted and reported in accordance with Generally Accepted Accounting Principles (GAAP) and Federal Energy Regulatory Commission (FERC) accounting rules where appropriate.
- Ensuring the City's financial reporting complies with the Government Accounting Standards Board (GASB) requirements.
- Serving as liaison to external auditors, including federal and state agency auditors in the examination of the City's financial records; directing staff to ensure timely and accurate completion of schedules and work documents to meet delivery timelines.
- Coordinating the preparation of external audit materials and financial reporting systems; reviewing and interpreting regulatory and post audit reports; directing and implementing audit recommendations where present.
- Ensuring compliance with financial reporting requirements for federal and state agencies (i.e., sales tax, IRS taxes, etc.).
- Directing staff in financial reporting, fixed assets, and bank reconciliation functions to ensure timely, efficient, and accurate transaction processing and reporting.
- Ensuring that written accounting policies exist and are updated to provide for strong internal controls to safeguard the City's assets, accurate and timely reporting of financial data, and the early identification of errors and omissions.
- Assisting in the preparation and review of official statements for bond offerings, in budget preparation and monitoring, as necessary.
- Providing key oversight for the replacement of the existing Enterprise Resource Planning (ERP) platform and implementing new travel management software.
- Serving as accounting liaison with other City departments, with special emphasis on Utilities.
- Staying current on issues relating to the field of municipal accounting and financial reporting; responding to and resolving community and organizational inquiries and complaints.





Ideal Candidate

The next Controller will be an honest, collaborative, energetic, inspiring, cross-functional leader who possesses excellent supervisory and communication abilities. The successful candidate will supervise and work alongside a solid accounting team yet also be willing and able to develop and coach staff. The ideal candidate will have demonstrated expertise in municipal finance and accounting and a background in Enterprise Resource Planning (ERP) implementation to enable the consolidated management of various accounting and finance-related business activities.

Key Attributes and Characteristics:

- Understands that they are a responsible steward for the community, City staff, and leadership.
- Detail and solution-oriented, but also able to see the bigger picture with a complementary ability to strike the appropriate balance between internal controls and organizational efficiencies.
- Strong analytical and technical accounting abilities, solid knowledge of and fluency with government accounting standards, as well as a proven record of accomplishment in implementing efficiencies and being adaptable to changing circumstances.
- Excellent interpersonal abilities, enabling strategic partnerships with other departments, as a precursor to building and maintaining solid relationships, are necessary.
- A versatile communicator who can prepare clear reports and simplify complex fiscal concepts for a variety of audiences when speaking.

Qualifications

Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance is qualifying, including:

Education:

- Bachelor's degree in Finance, Accounting, Business or Public Administration, or a related field.
- A Master's degree is preferred.

Experience:

- Four (4) years of professional accounting experience.
- Two (2) years supervising professional and support staff.

Designation as a Certified Public accountant or progression towards the CPA designation is highly desirable as is past working experience in the government and/or public sector.





EMPLOYEE BENEFITS

Compensation & Benefits

The salary range for the Controller is **\$116,000 - \$145,000** with placement in the range dependent upon qualifications. In addition, an excellent benefit package is provided as outlined below. Key benefits include:

Retirement: Retirement is provided through the Texas Municipal Retirement System (TMRS). Employees contribute 7% of salary with a City match of 2:1 plus interest, upon retirement, towards a 401(a) Defined Contribution Plan. Employees vest with 5 years of service and are eligible to retire with 20 years of service at any age, or with 5 years of service at age 60. A 457 Deferred Compensation Retirement Plan is also available.

Insurance Plans:

- Medical, Dental and Vision Insurance cafeteria plans include a variety of plan options for employees and dependents.
- City Paid:
 - Employee Health Clinic
 - Employee Assistance Program
 - Life Insurance
 - Long-Term Disability

Holidays: 11 paid holidays and 2 personal days per year.

Vacation Leave: Accrual at 10 hours per month plus additional hours based on years of service.

Sick Leave: Accrual at 10 hours per month.

Hybrid Work Schedule: The City offers a hybrid work schedule enabling off-site work - 3 days in the office and 2 days off-site.

Relocation Assistance: The City will provide up to \$3,000 of relocation assistance to the selected candidate.

City Perks:

- Paid Parental Leave
- Tuition Reimbursement
- Library Cards
- Recreation Centers + Fitness Credits

The Recruitment Process

Candidates are encouraged to apply immediately, as this recruitment will close once a sufficiently strong candidate pool has been established.

Interested candidates may apply online at mosaicpublic.com/careers

Confidential inquiries are welcomed to Jacqueline Seabrooks or Greg Nelson at (916) 550-4100.

The City of Denton is an Equal Opportunity Employer.



This recruitment incorporates existing rules and regulations that govern public sector recruitments in the State of Texas. In accordance with public disclosure/open record laws, information submitted for consideration may be made available to the public upon request by interested parties.