



# BUDGET MANAGER

## City of Taylor, Texas

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# Local Lifestyle

Located approximately 30 miles northeast of Austin, Taylor, Texas is a vibrant community with a population of around 18,000. This picturesque city, part of Williamson County, blends small-town charm with the conveniences of metropolitan living. Strategically positioned near major highways such as US-79 and SH-95, Taylor offers easy access to the bustling Austin metropolitan area, making it an attractive location for both businesses and residents.

Taylor has garnered attention for its historic character, renowned barbeque, and, most recently, the development of a \$180 billion Samsung semiconductor manufacturing campus, one of the largest of its kind globally. This investment underscores Taylor's growing significance on the economic landscape.

Education is a cornerstone of the community, with Taylor Independent School District (TISD) providing quality education from pre-kindergarten through high school. TISD is committed to academic excellence, with schools frequently receiving commendable state academic rankings. The district's dedication to fostering a supportive and effective learning environment ensures that students are well-prepared for future success.

Civic engagement thrives in Taylor, with numerous clubs and organizations fostering a sense of community. Residents can participate in various recreational activities, from live music events featuring top musicians to savoring world-class barbeque at local spots along the Texas BBQ Trail. The city's extensive outdoor amenities include five major parks, a hike and bike trail, fishing pier, basketball and tennis courts, two pools, splash pads, and a state-of-the-art skate park. For those who appreciate history and architecture, the downtown area offers an enchanting walking tour of beautifully preserved buildings.

Taylor, Texas, with its dynamic blend of historic charm, community spirit, and modern development, is a place where opportunities abound, and life is lived to the fullest.



Population  
18,000



Median Income  
\$72,356



Median Property Value  
\$280,888

# Workplace Culture

The City of Taylor, Texas, boasts a collaborative and forward-thinking workplace culture, driven by an elected City Council comprised of five dedicated members. Four Council Members are elected from single-member districts, and one is elected At-Large, each serving a three-year term. Annually, the Council elects a Mayor and a Mayor Pro Tem from within their ranks.

As a Home Rule City, Taylor's City Council has the autonomy to enact legislation, adopt budgets, and establish policies within the bounds of the State Constitution and City Charter. Guided by a Council Relations Policy, the Council is committed to maintaining the integrity and transparency of local government. The City Manager's Office oversees the daily operations of the City, ensuring that the policies and objectives set by the Council are effectively executed.

Leading this administrative effort is Mr. LaBorde, an experienced municipal leader with over 20 years of service. His extensive leadership experience includes serving as President of the Texas City Manager Association (TCMA) Region 7 and on the Capital Area Metropolitan Planning Organization (CAMPO) Technical Advisory Committee. Mr. LaBorde is also an ICMA credentialed manager, underscoring his commitment to excellence in public administration.

The Finance Department is a cornerstone of Taylor's administrative framework, managing all financial activities including accounting, budgeting, financial reporting, utility billing, purchasing, debt and grant management, capital improvement planning, and treasury management. The department's commitment to financial excellence is evidenced by its receipt of the GFOA Certificate of Achievement for Excellence in Financial Reporting and the Distinguished Budget Presentation Awards.



# The Position

The City of Taylor is seeking a dedicated and experienced Budget Manager to oversee the city-wide planning and preparation of the annual operating budget. Reporting directly to the Chief Financial Officer, this key position is responsible for ensuring the effective management of the city's financial resources, driving both short-term and long-term financial planning efforts, and providing expert forecasting and financial insight to ensure the city's budget aligns with its strategic goals.

## Key Responsibilities:

- Directs the annual operating budget process, from initial planning through final submission, in close collaboration with city administration.
- Develops multi-year revenue and expenditure projections, ensuring long-term financial sustainability.
- Coordinates and evaluates new revenue sources, capital budget development, and monitors current revenues and expenditures against the adopted budget.
- Assists in calculating annual property tax rates in coordination with local appraisal and tax offices.
- Conducts financial analysis and research on city operations and economic development initiatives.
- Provides training to city staff on budget preparation and ensures compliance with city budget policies.
- Leads the preparation of quarterly financial reports and develops program budgets and performance measures.
- Recommends and implements improvements to budget processes and procedures, enhancing operational efficiency.



# The Ideal Candidate

The ideal candidate for the Budget Manager position at the City of Taylor will be a highly skilled financial professional with a strong background in public sector budgeting and finance. This position requires a candidate who can provide expert analysis, forecasting, and strategic financial guidance while working closely with the Chief Financial Officer to manage the city's financial resources effectively. The candidate should be detail-oriented, highly analytical, and have excellent communication and leadership skills.

## **Minimum Requirements:**

Bachelor's degree in Business, Public Administration, Finance, Accounting, or a related field.

At least five (5) years of financial and accounting experience, including extensive budget development and administration with multiple funds. Public sector experience is required.

Strong understanding of accounting principles, internal controls, cash management, and general ledger processes.

Familiarity with public revenue sources.

Proficiency in Microsoft Office, including Excel, and experience with financial planning software such as Tyler Incode.

Strong communication and presentation skills are necessary for working with diverse stakeholders.

## **Preferred Qualifications:**

Certified Government Finance Officer or a similar certification is highly preferred.

Knowledge of statistical principles and forecasting methods is an advantage, as is experience with public sector revenue sources.

The candidate should excel in critical thinking, problem analysis, and developing clear and accurate financial reports.



# Compensation and Benefits

The City of Taylor is offering a salary range of \$74,844 - \$93,555 for this position commensurate with experience and qualifications. The organization also provides a competitive benefits package including medical insurance with dental and vision options, as well as term life insurance. Additional benefits include 13 paid holidays, vacation leave, along with hybrid in-office and remote work options.

The City of Taylor participates in the Texas Municipal Retirement System (TMRS) 7% employee contribution with a 2:1 employer match.

Relocation expenses are negotiable for candidates outside of the region.





# How To Apply

The position is open until filled.

Deadline: 5 p.m. Friday, October 4th, 2024

Please email your cover letter and resume in .pdf format to [applytaylor@clearcareerpro.com](mailto:applytaylor@clearcareerpro.com)

Faxed and mailed submissions will not be considered.

For more information on this position contact:

Michael Boese, President

[michael@clearcareerpro.com](mailto:michael@clearcareerpro.com)

[\(972\) 837-0916](tel:(972)837-0916)



## Resources

City Website:

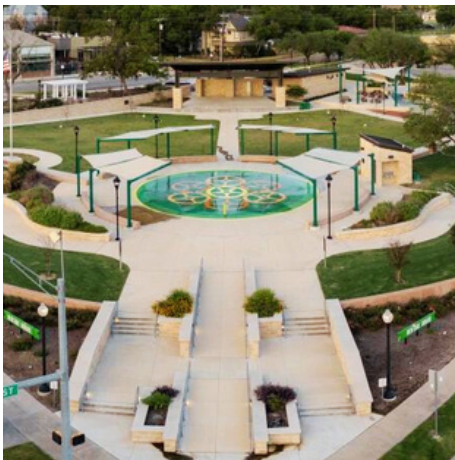
<https://www.ci.taylor.tx.us/>

County Website:

<https://www.wilcotx.gov/>

ISD Website:

<https://www.taylorisd.org/>



*The City of Taylor is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, sex, age, disability, genetic information, or any other status protected by law or regulation. It is the City's intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors.*