

THE CITY OF MENIFEE
IS LOOKING FOR ITS NEXT

Chief Financial Officer

NEW. BETTER. BEST.

The City of Meniffee seeks an innovative, dynamic, long-term financial planner to join our energetic, motivated team. This role will lead and develop the Finance Department and apply creative solutions to financial discussions.

The City of Meniffee works strategically and adopted a new 5-Year Strategic Plan earlier this year. Our new CFO will play a key role in executing this strategic vision and planning for Meniffee's growth.

Send your resume and cover letter to talent@tripepismith.com by June 28, 2023.





ABOUT THE CITY OF MENIFEE

A Great Community for Living & Working

Menifee, California is a vibrant, young city situated in the heart of Southwest Riverside County— close to everything California. Established in 2008, Menifee is ranked as the #1 boomtown in California and #7 boomtown in the nation. The young, skilled population is projected to grow 14% by 2025, making Menifee the largest city in Southwest Riverside County.

Menifee is dedicated to supporting businesses in our community and is home to thriving retail, restaurant, commercial, and medical services. You can take time on the weekends to enjoy one of the 18 shopping centers in the City, experience the wine scene and participate in a community event. Menifee’s family-oriented community, natural setting, and sweeping vistas make it a fantastic city to live and work in.



Many residents come to Menifee for room to breathe, while others come for the thrill of participating in the creation of a new and exciting community. The City has 35 parks and miles of trails and provides a safe, quiet suburban feel right in the middle of a large population center. Menifee schools are ranked second in Riverside County and the City lies within a one-hour drive of over 20 colleges and universities.



MENIFEE BY THE NUMBERS

110,000
Current Population

36 Years Old
Average Age of Residents

\$109,000
Average Income

61%
College Educated
(Some college or more)

\$613,000
Median Home Value

Top 15%
Safest City in California

\$730M
Capital Improvement Program

1.7M SqFt
Commercial Development

15M SqFt
Industrial Development

STRATEGIC VISION FOR THE COMMUNITY

We know our community has big dreams for Menifee and we want to see them come true. Menifee’s citywide Strategic Plan lays a foundation for this progress, defines our shared vision for the future and focuses City resources on five key strategic priorities: Unique Identity, Community Engagement and Social Infrastructure, Thriving Economy, Safe and Vibrant Community, and Connectivity and Mobility. [Please see entire 5-year plan here.](#)

Five-Year Capital Improvement Program (Fiscal Years 2022-2027)

Menifee understands how circulation plays a vital role in the quality of life of our residents. Menifee’s Capital Improvement Program is a commitment to Park, Infrastructure, and Circulation Improvement projects over the next 5 years, aimed at the improved quality of life for residents, and making it easier to do business in Menifee.

New Commercial Construction

A strong economy and regional growth, along with Menifee’s continued population growth, have strengthened demand in Menifee for more commercial and retail spaces. That demand is being met with more than 235 project applications that are working through the City’s approval and permitting process this year alone, with over 1.8 million square feet of commercial space currently under construction or in plan check.



ABOUT THE FINANCE DEPARTMENT

The City of Menifee Finance Department oversees an operating budget of \$90 million and a citywide budget and fiduciary funds totaling over \$137 million. Current major projects include the implementation of the Munis Enterprise Resource Planning System.

Menifee’s award-winning Finance Department is a driven, creative team with a vision to uphold Menifee’s standards of NEW, BETTER and BEST. Our team members collaborate across departments to remain nimble and boldly channel the City’s entrepreneurial spirit as our community grows. The team’s technical skills produce excellent results in managing the City’s financial status.

While the department works hard and maintains high standards, they still remember to have fun and enjoy coming to work. Team members feel welcome and included and invest in developing positive working relationships with others in the department. Menifee has been recognized as a Top Workplace by Inland Empire News Group for the last 5 years.

Finance Department Areas of Responsibility

Financial Planning & Reporting

Accounting & Payroll

Purchasing & Accounts Payable

Treasury

[View Menifee’s Annual Comprehensive Financial Reports \(ACFR\)](#)



ABOUT THE POSITION – CHIEF FINANCIAL OFFICER

The Role

Menifee’s CFO will be a mentor and leader in the department and will work to develop creative, effective solutions for the City. You’ll work closely with the City Manager and City Executive Team to effectively distribute resources with a long-term vision of growth and clearly share plans with the City.

As CFO, you will strategically plan, direct and manage the activities and operations of the Finance Department, including around \$500 million in capital projects in a growing community. You’ll use your experience to develop and administer policies regarding the investment of City funds, develop the City budget, and oversee the verification of financial documents.

The CFO will also serve as the City Treasurer, managing a financial portfolio of nearly \$190 million.

The Ideal Candidate

While your knowledge in finance and accounting is important, we are also looking for an individual with an entrepreneurial mindset, ready to think outside the box and provide creative solutions. You’ll be a growth-minded individual ready to make decisions from a big-picture perspective. You’ll be an innovative, dynamic, and highly effective leader ready to manage the financial affairs of Menifee.

COMPENSATION AND BENEFITS

The annual salary range is \$179,805-\$230,729 as of July 1, 2023.

- **Cafeteria Plan:** The City provides a monthly allowance up to \$1,850 for employees and eligible dependents to use towards medical, dental, vision, voluntary life insurance, disability insurance and flexible spending accounts.
- **Medical Insurance:** The City offers a variety of HMO and PPO health plans, administered through CalPERS.
- **Dental and Vision Insurance:** Dental HMO or PPO and Vision Insurance plans available.
- **Life Insurance:** City-paid \$200,000.
- **Retirement:** The City offers a defined benefit retirement plan through CalPERS with a vesting period of five years. Employees contribute:
 - Classic Members are 2.7% at 55 years old
 - PEPPRA are 2% at 62 years old
- **Continued Education:** 5% education incentive for a master’s degree or professional certification in alignment with the position, which is above the minimum job requirement.
- **Deferred Compensation Plan:** 5% of base salary contribution into 401(a) account.
- **Holidays:** 15 days annually.
- **Vacation Leave:** 120 hours for the first three years with the City with increases up to 200 hours after five years.
- **Sick Leave:** 104 hours annually.
- **Auto Allowance:** \$400 per month
- **Other Benefits:** Bilingual/biliterate pay, cell phone allowance, and education reimbursement.

View the [Employee Benefits Sheet](#) for details.

Why CFO?

A Finance Director manages money, a CFO figures out how to strategically make money a tool to help the City achieve its goals. How are we going to keep Menifee a growing economy? How will we provide resources for a growing community?

Qualification Requirements

- 10 years of experience in finance and accounting
- 5 years of experience in management
- Bachelor’s degree in finance, accounting, economics, business, or public administration
- Certification as a CPA in the State of California and/or Master Degree in related field highly desirable

HOW TO APPLY

Please submit your resume and cover letter to Cathy Thompson at talent@tripepismith.com by June 28, 2023.

After the submission deadline, candidates will be screened for qualifications. If you require additional information or have any questions, please contact Cathy Thompson at (562) 826-3044.



The Chief Financial Officer position is a great opportunity to progress professionally and execute Menifee's strategic vision and growth. The City of Menifee offers a strong salary and excellent benefits for the CFO and we welcome you to join our team!

**Submit your application by
Wednesday, June 28th to be
considered for the position.**

For more information contact:
Cathy Thompson at (562) 826-3044

