



**FINANCE DIRECTOR**  
**SALARY RANGE: \$94,943 TO \$121,442**

# WELCOME TO BENSON, MINNESOTA!



Benson, Minnesota, a community of approximately 3,480 residents, offers the best of small-town living with a strong sense of pride, connection, and purpose. As the county seat of Swift County, Minnesota, Benson serves as a regional hub while maintaining a welcoming, close-knit atmosphere where residents know their neighbors and local leaders are accessible and engaged.

Benson is a community that values hard work, service, and collaboration. City leadership, local businesses, and community organizations work together to sustain a high quality of life and a stable foundation for future growth. Residents appreciate the safety, affordability, and manageable pace that allow families and professionals alike to thrive without sacrificing opportunity or impact.

Living and working in Benson means being part of a community where your contributions are visible and meaningful. Public service professionals have the opportunity to make a tangible difference, shape the community's direction, and build lasting relationships across the organization and the region. The City fosters a culture of accountability, teamwork, and practical problem-solving, creating an environment where employees are empowered to lead and innovate.

With its strong civic engagement, reliable municipal services, and commitment to thoughtful planning, Benson offers both professional fulfillment and personal balance. It is a place where leaders can build a career, raise a family, and become deeply rooted in a community that values integrity, service, and long-term stewardship.



Benson is a forward-looking community that values public safety, quality of life, and treats people with dignity and respect.

# ECONOMIC VITALITY

The economy of Benson is rooted in a blend of traditional strengths and evolving opportunities that support local employment while contributing to the broader regional economy. As the county seat, Benson serves as a commercial and administrative hub for west-central Minnesota, providing a stable foundation for business activity, public services, and community investment.

Key sectors of employment in Benson include manufacturing, health care and social assistance, and education, reflecting both town-based employers and regional labor patterns. According to recent employment data, manufacturing and health care are among the largest local job providers, with many residents working in production occupations, health support roles, and administrative capacities.

Benson's business community includes a mix of established regional and national firms alongside locally owned enterprises. Major employers in the area represent critical sectors that anchor the local economy: manufacturing and industrial firms, county and municipal government, public school systems, healthcare providers, agribusiness cooperatives, and professional services all contribute meaningfully to employment and economic stability. Notable employers include manufacturers and industrial suppliers, CentraCare's Benson Hospital, the Benson School District, Swift County government services, and agricultural support businesses that link to the region's strong farming heritage.

The agricultural sector and related services remain an important economic asset, with local farms and agri-businesses contributing to both production and regional trade activity. While the economy has faced challenges common in rural communities, proactive economic development efforts supported by the Swift County Economic Development Authority and Benson Economic Development Authority encourage business retention, entrepreneurship, and job creation. These efforts focus on supporting existing employers, diversifying the economic base, and attracting new investment to the community.

Overall, Benson's economy exemplifies the resilience of a small central Minnesota community, balancing core industries with strategic growth and collaboration to sustain long-term vitality.



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# EDUCATIONAL OPPORTUNITIES

Benson Public Schools ISD #777 provides high-quality Pre-K through 12 education rooted in academic excellence, innovation, and community support. The district includes Northside Elementary School and Benson High School, offering a range of robust learning opportunities, extracurricular activities, and individualized attention in a student-focused environment. Benson schools emphasize comprehensive development through strong academics, arts, athletics, and social-emotional learning, supported by experienced and dedicated staff. Recent facility upgrades further enhance classrooms, performing arts spaces, and early childhood areas.

Secondary students can participate in Postsecondary Enrollment Options (PSEO), allowing eligible juniors and seniors to earn college credits while completing high school coursework. Additionally, Community Education programs offer lifelong learning from youth enrichment to adult classes, supporting personal growth and community connection.

For higher education and workforce pathways, Benson's location places it within reasonable commuting distance to several Minnesota colleges and universities.



# HEALTHCARE

Healthcare services in Benson, Minnesota are anchored by CentraCare – Benson, a critical access hospital that provides emergency care, inpatient and outpatient services, primary care, rehabilitation, and specialty clinics. As part of the larger CentraCare system, residents benefit from access to an integrated regional healthcare network while receiving personalized care close to home. Assisted living, dental services, and additional health providers further support the community's well-being, ensuring that individuals and families have convenient access to quality medical services.



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# RECREATIONAL ACTIVITIES AND COMMUNITY EVENTS

Life in Benson is enriched by a robust parks system, accessible recreational amenities, and long-standing community traditions that bring residents together year-round. Whether enjoying the outdoors, participating in youth athletics, or gathering for seasonal celebrations, Benson offers opportunities that strengthen both quality of life and community connection.

Outdoor recreation is anchored by Ambush Park, a scenic riverside park located along the Chippewa River. The park features camping facilities, picnic shelters, playground equipment, walking trails, disc golf, mini golf, and open green space that serves as a hub for both daily recreation and organized events. Its natural setting provides space for fishing, hiking, and quiet enjoyment of the region's landscape. Throughout the year, residents take advantage of additional park amenities including ball fields, basketball and tennis courts, and neighborhood green spaces designed to support active living. Two outdoor pickleball courts are set to open in the summer 2026.

Golfers enjoy the well-maintained Benson Golf Club, an 18-hole course that attracts both local players and regional visitors. The course serves as both a recreational outlet and a social gathering place, hosting leagues and tournaments during the summer season. Families also frequent the Benson Family Aquatic Center, which provides a seasonal aquatic facility featuring lap swimming, water features, and spaces for lessons and open swim.

Community events are a defining feature of life in Benson. The annual Pioneerland Band Festival, held each June, draws marching bands from across the region and fills downtown with parades, performances, and community pride. The longstanding Kid Day Celebration offers family-focused activities, games, and entertainment that reflect the City's commitment to youth and families. Seasonal gatherings, holiday celebrations, and summer concerts further enhance the sense of connection among residents.

Recreation programming is supported through partnerships between the City, local schools, and community organizations, providing youth sports leagues, fitness opportunities, and enrichment activities for all ages. Winter months bring additional activities such as skating, snowmobiling, and indoor programming, ensuring year-round engagement.

Together, Benson's parks, facilities, and community traditions foster an environment where residents build relationships, celebrate shared experiences, and enjoy an active, balanced lifestyle. The City's investment in recreation and community events reflects its broader commitment to quality of life and civic pride.



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# THE ORGANIZATION



The City of Benson operates under a Council–Manager form of government, with policy direction established by the City Council and administrative leadership provided by the City Manager. The organization is structured to deliver responsive municipal services while maintaining operational efficiency and fiscal responsibility.

Core service areas include Administration, Finance, Public Works, Utilities, Airport, Public Safety, and Parks and Recreation. As the county seat, the City plays a central role in supporting regional services and infrastructure. The organization reflects the collaborative nature of a small city environment, where department heads work closely together and employees often serve in cross-functional capacities.

The City values transparency, accountability, and practical problem-solving. With a lean staffing model, leaders are expected to be hands-on, accessible, and solution-oriented while maintaining long-term strategic focus. The culture emphasizes teamwork, service to residents, and sound stewardship of public resources.

## **Finance Department**

The Finance Department serves as the operational and strategic hub for the City’s fiscal management. The department is responsible for budgeting, financial reporting, cash management, debt administration, payroll, utility billing oversight, internal controls, and regulatory compliance. The Finance Director works closely with the City Manager and City Council to provide clear financial analysis and guidance to support policy decisions and long-range planning.

In addition to core financial functions, the department maintains official financial records, coordinates annual audits, ensures compliance with Minnesota statutes and reporting requirements, and safeguards the City’s assets. Given the City’s size, the Finance Director plays both a leadership and hands-on role, balancing strategic oversight with daily operational execution.

The department’s work directly supports the City’s ability to maintain infrastructure, deliver essential services, and preserve long-term financial stability. Strong collaboration with department heads is essential, as the Finance Department partners closely with all service areas to develop and monitor budgets and manage resources responsibly.



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# 2026 Financial Profile

## \$3.8 Million General Fund | Balanced Budget

The City's 2026 General Fund totals \$3,981,099 in revenues and expenditures, reflecting disciplined financial management and structurally balanced operations.

### Revenue Composition

- 36% Property Tax Levy (\$1,513,668)
- Local Government Aid
- Franchise Fees
- Charges for Services
- Intergovernmental Revenues

The City maintains a diversified revenue base while managing levy impact and long-term obligations.

### Service Investment Priorities

General Fund resources support:

- Public Safety (Police & Fire)
- Public Works & Streets
- Administration & Finance
- Parks & Recreation
- Airport & Library Services

Benson prioritizes essential service delivery while maintaining operational efficiency within a lean organizational structure.

### Capital & Infrastructure Strategy

- \$887,868 in 2026 Capital Purchases
- \$842,330 Capital Fund Ending Balance

The City utilizes a dedicated Capital Outlay Fund to proactively plan for equipment replacement, facility upgrades, and infrastructure improvements, reducing reliance on short-term financing and stabilizing long-term expenditures.

### Enterprise Operations

Benson operates municipal electric, water, sewer, liquor, and garbage utilities.

### Liquor Fund (2026)

- \$505,285 Revenues
- \$39,784 Net Income

Enterprise debt is structured to be repaid through user fees rather than property taxes, protecting the General Fund.

### Financial Stewardship Highlights

- ✓ Balanced operations
- ✓ Structured levy and non-levy debt
- ✓ Diversified revenue structure
- ✓ Enterprise funds supporting infrastructure investment
- ✓ Dedicated capital planning



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# ESSENTIAL DUTIES OF THE POSITION

- Research, prepare, and evaluate all City policies and practices related to financial management and strategies. Make recommendations and presentations to the City Manager and City Council related to finance.
- Assist in the coordination, preparation, and presentation of the annual budget, including supporting documentation. Stay current on mandates and changes in practice related to budgets as initiated by the state or federal government. Monitor department budgets for compliance with the adopted budget. Implement City Council actions regarding the budget.
- Perform financial analysis and direct the investment of municipal funds based on established policies designed to maximize returns on investments.
- Maintain all official accounting and financial records so they conform to accepted government accounting principles and provide a current, accurate reflection of the City's financial condition. Oversee payroll and billing departments.
- Maintain official City records, assist with the issuance of licenses, and plan and conduct elections to ensure compliance with applicable statutes.
- Keep the City Manager informed of significant operational and financial developments.
- Assist with human resource management, including development and implementation of HR strategies and support for the collective bargaining process. Work to ensure labor agreements are negotiated in a timely and professional manner.
- Supervise/direct the activities of the Finance Department staff.
- Supervise/direct the activities of the Municipal Liquor Store operations and staff.
- Coordinate with auditors and direct staff for completion of the annual audit. Implement recommendations as set forth in the audit.
- Coordinate the financial aspects of improvement projects. Work with appropriate departments to administer escrow and assessments. Work with fiscal and bond consultants for the preparation and sale of bonds. Prepare all reports of a financial nature as they relate to improvement projects.
- Maintain and manage the City's computer and telephone network, including hardware, software, licenses, networking, and monthly and annual updates.
- Manage insurance and maintenance of City owned properties.
- Process State and Federal grant reimbursement submissions and FEMA submissions.
- Attend City Council meetings and other meetings as required.



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# POSITION ANNOUNCEMENT



**ORGANIZATION:** City of Benson, Minnesota

**POSITION:** Finance Director

**SALARY:** \$94,943 to \$121,442

**BENEFITS:** Health, Dental, Vision, Life, STD/LTD, HSA/FSA, and more

**APPLICATION DEADLINE:** First review March 26, 2026; open until filled



**JOB SUMMARY:** The Finance Director oversees the City's financial operations and ensures accurate, transparent reporting to support informed decision-making by the City Manager and City Council. This position manages budgeting, financial analysis, internal controls, and fiscal compliance while safeguarding the City's assets and long-term financial stability. Responsibilities also include maintaining official City financial records, administering payroll, coordinating municipal elections in compliance with applicable statutes, overseeing information technology and telecommunications systems, and managing City-owned properties and facilities.

**MINIMUM QUALIFICATION:** Associate degree in Finance or related field and at least five (5) years of progressively responsible experience in public sector accounting or a similar governmental setting, or equivalent combination of training and experience, and knowledge of business machine operations, personal computers and related software, and accounting, payroll, and billing processes. A working knowledge of modern governmental principles and practices is desired.

**APPLY:** Visit <https://daviddrown.hiringplatform.com/377885-benson-finance-director/1440615-application-form/en> to complete the application process. The initial posting period closes on March 26, 2026; however, the position will remain open until filled.

Please direct any questions to Liza Donabauer at [liza@daviddrown.com](mailto:liza@daviddrown.com) or 612-920-3320 x111.



**DDA**

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