

President’s Message

Howard L. Longballa, Director of Finance, Placentia

Thank you to Ron Howard, Director of Finance, City of Concord, outgoing President of CMTA; and Carole Gierhart, Treasury Manager, City of Oceanside, in-coming President of CMTA for hosting me at the California Municipal Treasurers Association Annual Conference April 20-24 in Sacramento. As with all CMTA events the training opportunities were excellent and fellowship very enjoyable. Sacramento City Treasurer Tom Friery hosted the Conference, with Assistant City Treasurer Mike Medema coordinating. As municipal finance officers we are fortunate to have in California two quality organizations - CSMFO and CMTA - providing training/ career growth programs to assist us in remaining on the leading edge of our profession.

What Is The Future Direction Of CSMFO? As you will recall this information gathering luncheon session was held on Sunday preceding the Monday official opening of the Annual Conference in Newport Beach. Len Wood, our professional facilitator for the session, did an excellent job of soliciting input in a “retreat” format despite a large member turnout. The results from

that session will be disseminated as follows:

I am including a generalized summary in this message.

During April, President-Elect Mary Bradley mailed summary copies to all Chapter Chairs and held a conference call with them to review the report. Mary encouraged all Chapters to devote a full meeting before the last week in August to verify, modify and/or clarify the report results and transmit the Chapter’s thoughts to her

Legislative Seminar
June 4, Sacramento
Convention Center

so she can incorporate them in CSMFO’s September Board and Committee planning/goal setting retreat.

Depending on the September retreat outcome, Mary will prepare an article for the November *Mini-News*.

The session participants were asked to list things that CSMFO does well, what could be improved, and indicate future CSMFO goals, opportunities or

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Be heard!

Mini-News is always seeking input from all CSMFO members on topics in any department section.

It’s your newsletter!

California Society of Municipal Finance Officers

www.csmfo.org

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Chapter Corner: East Bay Chapter

Rich Ricci, Director of Finance, Pleasant Hill
Chair, East Bay Chapter

The East Bay Chapter covers an area north of San Francisco and includes fourteen cities located in Alameda County and eighteen cities located in Contra Costa County. We have luncheon meetings every two months at the H. S. Lordship's Restaurant in the Berkeley Marina. This location is central to most members and the quality of the food service keeps us coming back! Attendance varies depending on the subject matter but averages 30-50.

CSMFO co-hosts the meetings with CMTA. Both groups have benefited from this cooperation with gains in our meeting attendance and a lively exchange of ideas between two allied professions. In addition to our municipal members, our chapter has a strong contingent of special districts,

CPAs, investment consultants and banking representatives.

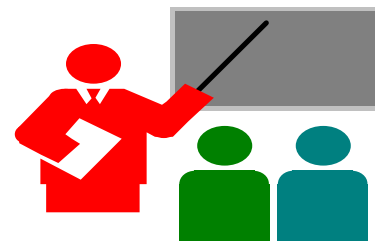
The meetings begin at 9:00 AM and end around 1:30 PM. Our format allows for some socializing before the meeting plus two speakers or panels; one topic will address treasurer's issues and a second provides a discussion related to the interests of finance officers. Some recent topics include implementation of Proposition 218, ACH direct banking payments and the redevelopment process in curing urban blight.

Current issues of concern include anticipated changes by the State legislature regarding vehicle registrations fees and the delays associated with publication of July 1, PERS retirement rates and their impact of the annual budget process.

What's Going On At PERS? Series of Seminars Answers Questions

Barbara Hennessey,
City Controller, Long Beach

For those agencies who have been wondering what's going on at PERS, what happened to their PERS rates, etc., PERS will be holding a series of seminars around the State beginning May 11 through June 19 to discuss those very issues. See attached notice from PERS dated April 30, 1998 for



dates and locations nearest you. This is your opportunity to get face-to-face answers to your most pressing questions regarding PERS.

Vehicle License Fees in Jeopardy — Cities Must Act Now!

David Jones, Legislative Representative,
League of California Cities

The Budget process has begun with opening shots being fired at Vehicle License Fee elimination. The Department of Finance has confirmed that the Governor is considering some form of VLF reduction as part of his May revision to the state budget. The May revision is scheduled to be unveiled on May 14th, although bits and pieces are being strategically leaked to the press. There appears to be a bigger-than-expected surplus, somewhere in the range of \$1.7 to \$2.5 billion in unexpected revenue growth.

Local government officials find the Governor's and Legislature's consideration of a huge tax cut using local government revenue outrageous in light of still unrepaid property tax take-aways and lack of sound fiscal conditions of local agencies. Many city officials could argue that any surplus the state is seeing is entirely the result of local property tax appreciation from the property tax base shifted from local government. Be that as it may, City officials need to move now to explain to their Assembly members, Senators, and the Governor why a VLF cut is not in the best interest of the State. State officials need to know:

◆ **Return Property Tax First.** Any surplus should go to repay local agencies for the loss of local property taxes before Sacramento contemplates a substantial (\$3.6 billion) giveaway. Last year, 117 out of 120 legislators voted to return property taxes. Since most VLF repeal advocates in the legislature supported

return of the property tax, how do they square their votes on this issue?

◆ VLF is the third largest revenue source for cities. Used for discretionary expenditures, VLF is a critical revenue when typically 65% of a city's discretionary revenue is spent on public safety programs. An elimination of VLF for cities means approximately \$780 million in cuts for police and fire services. Legislators and the Governor should be made painfully aware of the implications their vote will have on vital public safety functions.

◆ VLF is currently constitutionally protected. The League sponsored SCA 47 (Ayala) in 1984 which restricts VLF's usage to local agencies. Anything short of this level of protection is, in essence, no protection at all.

◆ VLF has traditionally been a more stable revenue source for local governments than sales and property taxes. Taking away VLF further weakens local governments' ability to cope with economic downturns.

Advocates of the VLF repeal have talked of a "backfill" to local government for dollars lost. Anything short of fully constitutionally protected backfill with a growth factor is unacceptable. Any VLF backfill is likely to be opposed by other general fund supported constituencies. If history is any ruler, an unprotected general fund backfill will definitely be lost as soon as the state sees a dip in their revenues. Don't let proponents off the hook with this argument

unless they give an ironclad commitment that a VLF cut will be automatically subvented through a CONSTITUTIONAL PROTECTION.

ACTION: City Officials should take the following actions immediately:

1. Develop and provide the figures to Legislators, the Press and local community groups detailing the fiscal impact of a repeal of vehicle license fees on city programs (VLF means approximately \$42 per capita to cities in 1998-99). Remind them about the loss of past community revenues through other cuts to cities such as property taxes, cigarette taxes, etc.

2. Join with county officials (counties stand to lose well over \$2.6 billion in VLF revenue) and form coalitions with community groups that will lose city and county general fund services because of the VLF cuts. Use these coalitions to strengthen communications with Legislators.

3. **CALL NOW!** While the budget won't be completed until July at the earliest, the VLF tax cut option is coming together as you read this communication. Please use police and fire personnel in your contacts with Legislators. Uniformed city employees seem to make a difference to Legislators of both parties! As this issue develops, the League will update city officials in an attempt to assist you in the best way to direct your communications with Sacramento Legislators. The 1998 legislative session just turned into one wild ride! Hang On!

GASB Releases Statement 31 Implementation Guide

The staff at the Governmental Accounting Standards Board (GASB) has developed and released their Guide to Implementation of GASB Statement 31 on Accounting and Financial Reporting for Certain Investments and for External Investment Pools.

Including 122 questions and answers from auditors, financial statement preparers and others in the finance community, the Guide addresses the following topics: Transactions covered or not covered by Statement 31; investments that carry below-market yields; definition of and determining fair value; marking-to-market; amortized cost; specific investment instruments including interest-earning investment contracts, money market investments, derivatives, and positions in external investment pools; recognition and reporting of fair value in the statements of operations, financial position, and cash flows; and disclosures; definition, valuation, and reporting of governmental external investment pools. Cleared for issuance by GASB, the Guide does not create any new financial reporting standards.

The Implementation Guide (GQA31) can be purchased for \$24 (payable by MasterCard or VISA) from the GASB Order Department by telephone at (203) 847-0700, x555. They may also be reached by fax at (203) 847-6045.

FPPC Releases Ballot Measures Info to Public Agencies

James M. Hall, Chairman, Fair Political Practices Commission

Voters are being confronted with numerous ballot measures, many of which are sponsored by local governmental bodies. City councils, county boards of supervisors, school boards, water districts, and other boards and commissions need to be aware of the rules governing their involvement in ballot issue campaigns.

Attached to this newsletter is a brief notice alerting agencies to the requirements of the Political Reform Act. Please reproduce and disseminate it to board chairs and legal counsel, as appropriate.

Upcoming Events

Annual Legislative Seminar

June 4, 1998
Sacramento Convention Center

GFOA Conference

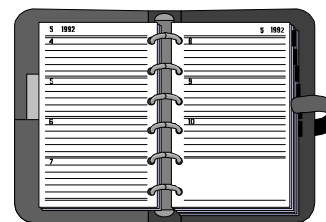
June 28-July 1, 1998
San Francisco

League Financial Management Seminar

December 3-4, 1998
Westin Hotel, San Diego

CSMFO Annual Conference

February 28-March 1, 1999
DoubleTree Monterey



Have You Visited the CSMFO Webpage Recently? News You Can Use

Recently a survey of PERS rate changes was conducted through the CSMFO group e-mail list. Information comparing 97-98 and 98-99 rates was received from 20 cities. How does your city compare? You can review the results on the CSMFO webpage. The comparison is broken down by miscellaneous, safety, police and fire.

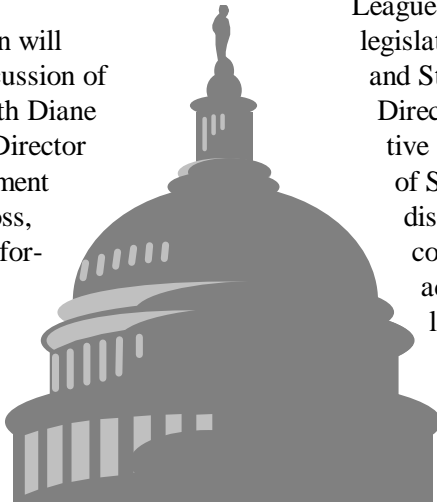
This is just one example of how the webpage and group list can provide you with the information you need. So log on the Internet and go to www.csmfo.org for the latest news about finance issues and CSMFO. If you haven't joined the e-mail list, now is the perfect time to start.

Simply send an e-mail message to majordomo@webcoach.com and type the words, "subscribe-csmfo-members-list" (minus the quotation marks) in the body of your message. No information is needed on the subject line of the e-mail. A password and directions on how to complete your subscription to this list will be e-mailed back to you. Follow the directions provided and you are ready to go. You should be able to complete the entire process in just a few minutes. These benefits are provided through your membership dues; take advantage of a valuable opportunity to network and share your experiences with many of your colleagues right from your own office.

Annual Legislative Seminar: Don't Miss It!

The twenty-sixth annual Legislative Seminar is scheduled for June 4 at the Sacramento Convention Center. The date has been moved this year to follow the Governor's May budget revisions. Those attending will get the latest on the State budget, financing issues, and the outlook on revenue and taxation issues.

The morning session will include a panel discussion of the State budget with Diane Cummins, Deputy Director of the State Department of Finance; Jean Ross, Director of the California Budget Project; and invited guest, Assemblywoman Denise Moreno Ducheny, Chair of the Budget Committee. The luncheon presenter is Chair of the California Public Securities Association, Steve Heaney of Stone and Youngberg speaking on the future of local government financing. In the afternoon, Senator Deidre Alpert, Chair of



the Revenue and Taxation Committee; Johann Klehns, member of the State Board of Equalization; and Assemblyman Wally Knox, Chair of the Revenue and Taxation Committee, will address future directions in revenue and taxation for local government. Finally to wrap up the session, David Jones, League of California Cities legislative representative, and Stan Lindsay, Director of Administrative Services of the City of Santa Rosa, will discuss how your community can take action to promote local government issues.

A registration package has been mailed to all members.

Enclosed with this *Mini-News* is a registration form. The deadline is May 15 for registration. Act now so you will not be left out. Registration is available on-site. Please call (916) 658-8210 if you have any questions.

President's Message continued

challenges. To consolidate the wealth of ideas that was generated, the participants were then asked at each of the thirteen tables to develop a consensus on the three most important items in each of the three categories using a points rating system. In order of priority, Things That CSMFO Does Well: Annual Conference; CAFR and Budget Awards Program; Weekend Training; Newsletter; Education. What Could Be Improved?: Training (more technical "in class" training for all levels of staff); e-mail (publish e-mail questions and answers); Other organizations interaction; chapter meetings (replace with 1/2 day regional meetings). Future CSMFO Goals: Training (prepare next generation finance director); Legislation (stronger legislative support/advocacy); Website (more information put on Website).

The Board of Directors is very proud of your organization and encourages you to attend your local Chapter meeting to discuss these issues to ensure that we are meeting your future professional financial management needs.

1998 GFOA Certified Public Finance Officer Program

On Friday, June 26, 1998, in conjunction with GFOA's Annual Conference, GFOA will begin the second year of the Certified Public Finance Officer program in San Francisco by introducing the second examination, Cash Management and Investments. The certification examinations are designed to test the

body of knowledge required of a practicing public finance officer. Candidates who successfully complete all five examinations in the program will be awarded the designation Certified Public Finance Officer. GFOA will also be offering the Governmental Accounting, Auditing

and Financial Reporting examination on the same date. For more information and an application packet, please contact the GFOA office at (312) 977-9700, or e-mail certification@gfoa.org. Information will also be available on the GFOA web page: <http://www.gfoa.org>.

Welcome New CSMFO Members



Lauren Brant, Consultant,
Public Financial Management

Gavin Curran, Assistant Finance Director,
El Segundo

Carl T. Gupton Jones, City Auditor,
Hayward

Jay W. Rice, Administrative Services
Director, Susanville

Don Roberson, District Manager,
Tri-Cities Muni Water District

Debra C. Ryan, Manager,
Moreland & Associates

Traci Schweffler, Accountant,
Santa Maria

Robert Taylor, Unisys Corp.

Margie Tucker, Finance Director,
West Covina

Bradford Whitty, Public Works Analyst,
Santa Maria

Movin' On

John Cuevas has departed
Riverside, and is now the Finance
manager at the City of Big Bear
Lake.

And **Juan Herrera**, former
Finance Director in San Jacinto,
has taken on the position of
Accounting Manager for the City
of La Quinta. Congratulations!

Meetings

Channel Counties Chapter

Date: Thursday, May 21
Time: 11:45 AM
Place: Thousand Oaks Civic
Arts Plaza, Founder's Room
Topic: Why and How to Establish
a City Internal Audit
Function
Rsrv: Catherine Hazeltine,
(805) 449-2234

Inland Empire Chapter

Date: May 28, 1998
Time: 11:30 am
Place: Cask 'n' Cleaver Riverside,
1333 University Ave,
Riverside, 92507
Spkr: Mike Bannon,
MuniFinancial
Topic: Prop 218 - The Clock is
Ticking
Rsrv: Nicole Mihld
(909) 370-5036

Next Meetings: July 23,
September 24

Central Los Angeles Chapter South Bay Chapter

Note: *Joint Meeting*

Date: Thursday, May 21
Place: The Centre at Sycamore
Plaza, Lakewood, CA

CSMFO Mini-News

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www.csmfo.org

*Goals are a
preview of future
events and
experiences in
your life.*
-- John Gale

San Diego Chapter CMTA Division 1

Note: *Joint Meeting*

Date: Thursday, May 21, 1998
Time: 11:30 AM
Place: Marriott La Jolla,
4240 La Jolla Village Drive
Spkr: Mike Bannon,
MuniFinancial
Topic: Proposition 218 - a Practical
Application
Rsrv: Joanne Hancock,
La Mesa, (619) 667-1125

Next Meeting: Thursday, June 25;
Marriott La Jolla, Greg Smith-San
Diego County Assessor's Office.

Orange County Chapter

Next: May 21
Info: Nancy Grulkowski
(714) 990-7676

Coachella Valley Chapter

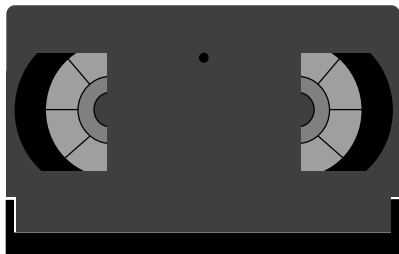
Next: May/Coachella

League of California Cities Makes Available New Video Loan Service

The League has a new video loan service available through the library. Use this service to add variety to your training programs. Here is a sample of the titles available:

- ✓ Analyzing Alternative Revenue Sources;
- ✓ Behavior and Motivation;
- ✓ Capital Financing for Small Communities;
- ✓ Communication and Public Relations;
- ✓ Customer Service Series;
- ✓ Effective Delegation;
- ✓ ICMA Performance Evaluation Series; and
- ✓ Team Series.

The videos are available for \$15 per video for two week service or \$30 for rush one week service. Some of the titles may be broadcast over a Government Access Cable Station. For a list of available titles and an order form, fax your request to the League Inquiry Service at 916/658-8240 or e-mail okabel@cacities.org.



Up the Ladder

ACCOUNTING MANAGER - City of Hawaiian Gardens, CA (Salary: \$3,816-\$4,623/mo. plus benefits/retirement plan.) The City of Hawaiian Gardens seeks a financial professional to provide oversight of all operations in connection with financial matters, including accounts receivable and payable; payroll; internal auditing; City and Agency budget development and monitoring; and Deputy City Treasurer functions. Extensive experience in fund accounting and in the use of "Fund Balance" financial software are required. Position requires four years progressively responsible experience in government accounting, including two years as a manager and a four-year college degree from an accredited college or university in accounting or business with an accounting concentration. Apply by: Open Until Filled. Postmarks and faxes will not be accepted in lieu of the required application and resume. All applicants must submit a completed City application and resume to: City of Hawaiian Gardens, Personnel Department, 21815 Pioneer Boulevard, Hawaiian Gardens, CA 90716. For application, please call: (562) 420-2641 Monday thru Thursday, 8:00 AM - 6:00 PM. EOE.

FISCAL SERVICES MANAGER - City of Buena Park. Salary (\$4,832-\$5,874/mo.) plus 2.5% Mgmt. Pay. A 3% increase anticipated on July 1, 1998. Under direction from the Director, coordinates development of annual budget; prepares year end closing statements; performs accounting and financial analyses for City and Redevelopment Agency; supervises billing and collection of water accounts. Qualifications: Bachelor's degree in related field and 5 years of professional experience. Call (714) 562-3515 for a detailed application packet. First application review May 26, 1998. To apply contact: City of Buena Park, Personnel Office, 6650 Beach Blvd., Buena Park, CA 90620.

DIRECTOR OF FINANCE - City of Santa Cruz, CA. Salary range is \$77,280 to \$93,936, DOQ. A coastal resort community of approximately 52,000, the City serves a larger population as the regional center and county seat of Santa Cruz County. The Director of Finance will be responsible for a staff of 28 and the divisions of administration, accounting, revenue and taxation, purchasing, and data processing. The Director also serves as the City Treasurer. The ideal candidate will have a record of increasingly responsible financial management experience as well as a strong knowledge of current local government finance issues.

To be considered, please submit your resume with current salary history and the names and phone numbers of five work-related references to Bobbi Peckham or Bob Murray, David M. Griffith & Associates, 4320 Auburn Blvd., Suite 2000, Sacramento, CA 95841, or e-mail recruit@dmgriffith.com. Please call (916) 485-8102 to request a detailed brochure.

ACCOUNTANT - City of Calabasas, CA (Salary Range: \$3,845 - \$4,805 mo.) Performs professional accounting duties including financial reporting, recordkeeping and supervising accounting activities including accounts payable and payroll. Assists with audit requirements, grant administration, and financial software applications. Equivalent to a bachelor's degree in accounting or related field including three years of responsible accounting experience. CPA and proficiency in governmental fund accounting and computer spreadsheets highly desirable. Submit resume and city application to: City of Calabasas, 26135 Mureau Road, Calabasas, CA 91302. Phone (818) 878-4225. Apply by: 5:00 pm May 29, 1998. EOE.

Classified job ads cost \$8 per line as they appear in the Mini-News. Deadline is the 25th of each month for next month's newsletter.

Fax your classified job ad to (916) 658-8240, attention: CSMFO Classified Ads.

Up the Ladder, continued

ACCOUNTANT - City of Milpitas, \$55,559-\$67,532 annually, includes 7% PERS contribution. Excellent benefits. Performs professional accounting work. Requires 1 year experience in a government or commercial agency and education equivalent to a BA in accounting or related field. For an application and flyer send a SASE to: City of Milpitas, 455 E. Calaveras Blvd., Milpitas, CA 95035. Open until filled.

SENIOR ACCOUNTANT - City of Milpitas, \$56,678-\$74,604 annually, includes 7% PERS contribution. Excellent benefits. Performs advanced level accounting duties. Requires 3 years experience including governmental accounting experience and education equivalent to a BA in accounting or a closely related field. CPA highly desirable. For an application and flyer, send a SASE to: City of Milpitas, 455 E. Calaveras Blvd., Milpitas, CA 95035. Open until filled.

ACCOUNTING MANAGER/DEPUTY CITY TREASURER - Pico Rivera, CA. \$52,524 - \$63,852 plus \$2,520 auto allowance. Requires undergraduate degree in acctg. or related field and 5 yrs. relevant exp. including supervision. Knowledge of governmental accounting, auditing, and computer operations is required. Prefer local government or related CPA firm experience. Send city application by 6/15 to: Personnel Office, City of Pico Rivera, P. O. Box 1016, Pico Rivera, CA 90660-1016. (562) 801-4385.

FINANCE DIRECTOR - City of Gilroy \$65,842 - \$85,594 per yr. Responsible for administration of the Finance Dept's revenue & accounting functions, including the development & implementation of written policy procedures, work standards, goals & objectives. Supervises, trains, & evaluates staff assigned to Finance Div. Requires college degree or equiv. in acct., finance, or PA with 5 yrs. exper. in governmental accounting & financial reporting & at least 2 yrs. supervisory exp; 3 yrs. public accounting exp. in the audits of local governments may be substituted. CPA Cert. or MA in Accounting or Business Admin. preferred. Requires strong customer service skills. Exc. benefits. Submit a City of Gilroy application by 5 PM on July 6, 1998. Call Job Hotline (408) 848-7606 for application & job flyer. EOE/AA/ADA.

ACCOUNTANT - City of Buena Park. Salary (\$2,678-\$3,420/mo.) A 3% increase anticipated on July 1, 1998. Under general supervision performs professional accounting functions involving the City's accounting system including the Redevelopment Agency; administers the City's daily cash management function; oversees enforcement of business license and transient occupancy codes. Qualifications: Bachelor's degree in related field and 2 years of professional experience. Filing deadline May 26, 1998. To apply contact the City of Buena Park, Personnel Office, 6650 Beach Blvd., Buena Park, CA 90620. (714) 562-3515.

FINANCE DIRECTOR - City of Lemoore, Ca (salary: \$3,838 - \$4,925/mo plus excellent benefits, including City-paid PERS 2 @ 55, plus 2% deferred compensation). Lemoore is a fast growing community (pop. 17,000) in the heart of the Central Valley. The City is seeking a hands-on, experienced municipal finance professional who can lead and direct a department of 8. The new Director must be able to work with the citywide management team to solve problems and provide services. Candidates must have a minimum of five years of increasingly responsible municipal finance experience with at least two years management/supervisory responsibility. A Bachelor's degree in Accountancy, Business Administration or related field is required. MBA/MPA and/or CPA is desirable. Apply by: June 19, 1998. Send resume and completed city application. Apply at: Finance Director Recruitment, City of Lemoore, 119 Fox Street. Lemoore, CA 93245 (209) 924-6700. EOE

ACCOUNTING MGR. - West Covina, CA. Salary \$3,962 - \$5,349/mo. Requires Undergraduate degree in acctg., fin. admin. or related field; CPA pref. 4 yrs. prof. lev. acctg. exp. 2 yrs. exp. in govtl. acctg., and budget analysis, which includes the dev. of spreadsheets, and database computer software. Send resumes to the City of West Covina Personnel Dept., 1444 W. Garvey Ave., West Covina, CA 91793 (626) 814-8450

Members' Professional Services