



April 1999

President's Message

Mary Bradley, Director of Finance, Sunnyvale

**Legislative Seminar
June 3, Sacramento
Convention Center**

Greetings and Happy Spring!

It has been about a month since we enjoyed our wonderful Monterey conference, and, as usual at this time of year, things are heating up on several fronts.

One immediate issue we are now facing is the upcoming mandate from the GASB on infrastructure reporting. In March you all received a letter from the GFOA concerning the GASB's proposal that we record and depreciate infrastructure assets such as roads and bridges in our audited financial statements. The purpose of GFOA's letter was to urge all finance professionals to "directly communicate their views on infrastructure reporting to the GASB."

The CSMFO Board is treating this issue very seriously and we have taken several steps listed below to better inform our members and ensure that the concerns of cities are being addressed.

First, Bill Statler posted a message to our CSMFO e-mail group list giving more background on the infrastructure reporting issue and providing a sample letter (see attachment) for your convenience. A number of you have already responded, and we thank you for the prompt action.

Second, Harriet Commons and I had an extensive telephone conversation with David Bean, Director of Research for the GASB, in order to understand the issue as fully as possible and be clear on the process and the possibilities. David explained that the Reporting Model Task Force will be meeting on April 12th and will spend the majority of its time on the infrastructure issue. (Fortunately for us, CSMFO has three strong members of this Task Force: Barbara Hennessy from Long Beach, Rob Stout from Modesto, and Mike Moreland from Moreland & Associates.) Following the Task Force deliberations, the GASB will go

directly into meetings on the subject in mid-April. The GASB will issue a preballot draft in May, which means that changes can be made through the end of May. Our conversation with David was a candid one. He did tell us that, in his opinion, the infrastructure issue will not go away, but that there is an opportunity to make the implementation as pain free as possible for us as financial professionals.

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Special Attachment:
GASB Sample Letter

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: Coachella Valley Chapter

Agnes G. Flor, Finance Officer, Rancho Mirage

The Coachella Valley Chapter meets every month except for the months of February and August. Chapter members are finance directors and staff from the desert cities, water districts and other governmental agencies in the Riverside County. Consultants from various fields who serve these local agencies are also frequent attendees. Networking among members at all levels of position is encouraged to promote valley-wide working relationship and sharing of ideas, expertise and resources.

Meetings are usually held on the third Friday of the month from 12:00 P.M. to 1:30 P.M. Some meetings are held on the third Monday in consideration of some cities that are off on Fridays. Having each city member host the meetings on different months not only gives the host an opportunity to showcase their city but also spreads the effort of the preparation for the meetings during the year. Meetings have been made more interesting by the use of modern technology such as video conferencing; raffles and door prizes of the host city's official logo shirts, baseball caps, pins and bags; unique venues such as the Palm Springs Tram at the snow-covered top of the spectacular San Jacinto Mountain which included a free fifteen minute tram ride; timely topics not only in the field of governmental finance, reporting, taxes, laws and regulations but also outside this field such as the engineering of the rotating cable cars (that will be ready in September to replace the current Palm Springs tram ride), mentoring and career development - all given by dynamic speakers who are experts in their fields. Visitors are welcome to attend the monthly meetings and have the chance to visit the beautiful desert cities of the Coachella Valley, also known as the gold capital of the world.

Recently, a group of finance directors and staff have come together to offer assistance to a member city who is currently in dire financial crisis and staff shortages. The meetings presided by Greg Johnson of Indian Wells and attended by representatives from the cities of Palm Springs, Cathedral City, Rancho Mirage, Palm Desert, Indian Wells, Indio and Coachella resulted in the formation of a committee. The committee has concluded that rather than each city contributing staff time in resolving the immediate need of continued leadership and training of this city's skeleton finance crew for the next six months, a majority of the cities of this committee can offer financial contributions that will be used to hire a temporary finance director who can provide finance expertise, training, cash flow analysis and budget, audit and financial reports preparation. The committee has also invited consultants currently serving these cities to the meetings. These consultants namely, Rick Ashburn and Paul Whitelaw from Munifinancial/MBIA and Suzanne Harrell from Rod Gunn Associates, Inc. have already voluntarily provided valuable free assistance to this city in need in the areas of redevelopment agency, assessment districts, Prop 218 requirements and revenue enhancements. The committee continues to meet to oversee the efforts in assisting this city. This combined effort is truly a great example of a caring community at its best!

State Treasurer Introduces Local Investment Legislation, AB 1423 (Steinberg)

David Jones, League Legislative Representative, Sacramento

State Treasurer Phil Angeledies is sponsoring AB 1423 regarding further disclosure and reporting of local investments. The Treasurer's office has asked for the expertise and input of key municipal organizations to assist him in this endeavor. They wish to further fulfill their mandate in light of the legislation resulting from the Orange County Bankruptcy to educate and advise local officials and the public in the area of local investment practices and procedures.

Treasurer staff reiterated the willingness to work with local agencies to avoid mandates to the extent possible and to limit the burden of compliance with the measure. They are seeking data to fill the information void on the varying practices of local agencies particularly in the area of risk. The measure will address cities counties and special districts.

Participating in this high level meeting with key officials from the California Debt and Investment Advisory Commission (CDIAC), Local Agency Investment Fund (LAIF) and the Treasurers staff were Finance Director Bob Biery, Thousand Oaks, Director of Administrative Services Stan Lindsay, Santa Rosa and Treasurer Mike Reynolds, Riverside. Local officials, including county treasurers, expressed concerns with the proposed draft legislation and sought some helpful clarifying changes to the current measure.

This will be a work in progress which fiscal officers should pay close attention.

League Appoints New Director

The League of California Cities selected Christopher McKenzie from the League of Kansas Municipalities as the new executive director. His appointment was approved at the League board meeting on March 20. He will assume the position in June.

The top priority for McKenzie as he takes the helm will be continuing the League's efforts to strengthen local control and establish greater fiscal stability for California's cities. McKenzie brings more than 25 years of experience in local and state government, including County Administrator and County Counsel for Douglas County in Kansas and work in policy analysis and planning for Kansas' Division of State Planning and Research. McKenzie will fill the vacancy left by Don Benninghoven, who retired after 40 year of service with the League.

President's Message, *Continued*

According to David, areas where we might have some impact are:

- 1) alternatives to the historical cost depreciation model
- 2) the phasing of implementation, along with other elements of the implementation plan.

Finally, the CSMFO Board held a meeting via bridge call on April 7th to take a formal position on the infrastructure issue to be conveyed by

letter to the GASB. Included on the call were the three Reporting Model Task Force members mentioned above. After much discussion, the Board voted to prepare a letter that stated our strong opposition to the infrastructure reporting requirement but also set out possible alternatives for the GASB to consider. We all strongly felt that until an implementation plan is fully thought out, it would be ill advised for the GASB to adopt any specific reporting requirements. CSMFO will also be recommending that development of the implementation plan be done jointly with a group of government finance professionals, and we are requesting that our expert members be included in the implementation team.

Our letter to GASB on the infrastructure issue is completed and has been posted on our website at <http://www.csmfo.org> for your information. In the meantime thanks again to Rob Stout and Bill Statler, who initiated our action on this issue, and to the Task Force members for representing us so well.

State Board of Equalization Alert

The State Board of Equalization notified local governments of potential irregularities in payments of the

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CSMFO Mini-News

1400 K Street, Suite 400
Sacramento, CA 95814
(916) 658-8210
Fax: (916) 658-8240

E-mail: nguyenm@cacities.org
Website: www.csmfo.org

What Are Other Cities Doing?

Recently there have been a number of surveys conducted on the CSMFO group e-mail. Especially now at budget time cities are searching for what other cities are charging or benefits provided employees. Are you afraid you missed a survey and want to learn more about other city practices.

Don't worry, you can find most of the survey results posted on the CSMFO website. Here are just a few available with just a trip to the internet (www.csmfo.org):

Business License Application Fee
Data Process Outsourcing
City Fee Survey
Fixed asset Capitalization Limits
Open Market Procedures in Purchasing Ordinances
Switching to PERS 2% @55

These are just a few of the 27 surveys on file at print time. While you are on the website, you can join the mailing list if you have not done so already. Be sure to check out the other resources at the site.

Cities Mourn Loss of a Friend

City officials throughout the state were saddened to learn of the passing of Jim Algie, former Director of Financial Management of Long Beach after a lengthy battle with heart problems. Jim also served as city manager of Burbank and continued helping cities after his retirement. In addition, Jim shared his many talents and energy with CSMFO and the League of California Cities. In 1985-86, he was chair

of the Budget and Financial Management Reporting Committee. From 1987- 1989, he served on the CSMFO board. Jim served for a number of years on the League Revenue and Taxation policy committee, so it is no wonder that he was a member of the first CSMFO Intergovernmental Relations Committee in 1993. Jim was a good friend of CSMFO and cities throughout California, and he will surely be missed.

Investment Scam

Carole Gierhart, President of CMTA, Oceanside

The City of Oceanside has been contacted by some scam artists regarding an investment program whereby the city would pledge all or a portion of their investment portfolio as security for the issuance of a letter of credit that would be used to issue "Bank Debentures." Information can be obtained on the internet, using a search engine, and entering "Bank Debenture Fraud." The City Treasurer stopped this attempt in its tracks, however these men are still at large. Please copy this information and provide it to your Treasury Department.

State Board of Equalization Alert, continued

fourth quarter 1998 and first quarter 1999 advance payment as a result of a recent conversion of the revenue and information database system. The local gas tax under Schedule G is one such account that has been identified to have problems.

Carefully review your payments and if you have questions contact Local Revenue Allocation Section audit staff James Kendrick, Debby Nelson, John Hadley, or Zenaida Tanjuakio at 916/324-1321.

Chapter Meetings

Central Valley Chapter

Date: Thursday, May 13, 1999
Time: 12:00 Noon
Place: Hosted by City of Galt
Wholey Ravioli
1067 C Street, Suite 132
Galt, CA 95632
Topic: Flexible Spending Plan
Rsvp: Tina McVay (209) 745-2961

San Diego County Chapter

Date: Thursday, April 15, 1999
Time: 11:30 A.M. (Mix & Mingle)
12:00 P.M. Luncheon
Place: Marriott La Jolla
4240 La Jolla Village Drive
La Jolla, CA
Spkr: Ken Al-Imam, CPA
Conrad & Associates
Topic: Featured speaker will be Ken Al-Imam, a partner with the auditing firm of Conrad & Associates. Ken will be speaking to us about "Financial Statement Disclosures for the Year 2000 Issue." These required disclosures caused some of us discomfort last fiscal year. Come listen to Ken and see if you can expect more of the same this year....or have there been some changes?
Rsrv: Cheryl de Geus
City of Encinitas
(760) 633.2644 or
cdegeus@ci.encinitas.ca.us
by April 15, 1999

Next Meeting

Date: Thursday, May 20, 1999
Time: 11:30 A.M. (Mix & Mingle)
12:00 P.M. Luncheon
Place: Marriott La Jolla
4240 La Jolla Village Drive
La Jolla, CA

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Chapter Meetings, Up the Ladder

continued

Orange County Chapter

Date: Thursday, April 29, 1999
Time: 11:30 A.M. - 1:30 P.M.
Place: Knotts Berry Farm
 (Auntie Pasta Restaurant)
Spkr: David Cassidy
 Frontier Communications
Topic: Technology in the new
 Millennium
Rsrv: Maria Mendoza
 (714) 562-3711

Next Meeting

Date: Thursday, May 27, 1999
Time: 11:30 A.M. - 1:30 P.M.

San Gabriel Valley Chapter

Date: Wednesday, April 14, 1999
Time: 11:00 A.M. - 1:30 P.M.
Place: Wyndham Garden Hotel
 Monrovia, CA
Spkr#1: John Lafin, Club Chairman
 Toastmaster's International
Topic: The Art of Public Speaking
Spkr#2: Peggy Eckroth
 Executive Vice President
 Autumn Capital
Topic: Investing Bond Reserves
Rsrv: Hilda Quintana
 City of Monrovia
 (626) 932-5515

Mark Your Calendars For 1999

CMTA Annual Conference
 April 19-23, Brea

GFOA Annual Seminar
 May 23-26, Nashville, TN

League Annual Conference
 October 10-12, San Jose

Financial Management Seminar
 December 9-10, Monterey
 Conference Center/Double Tree

FINANCIAL SERVICES ANALYST - Association of Bay Area Governments, Oakland, CA. \$2,850 - \$3,931/month salary range. Public agency seeks professional in program administration. BA required and public finance experience preferred. Experience with Microsoft Office. Skilled communicator. Excellent benefits, with easy access to BART. Required application at <http://www.abag.ca.gov/abagapp.html> or send SASE to ABAG-HR 99-66, 101-8th Street, Oakland, CA 94607. Call 510/464-8496 with questions. EOE

ADMINISTRATIVE SERVICES

DIRECTOR - City of Poway, California. The City of Poway is recruiting an Administrative Services Director. Located in the center of San Diego County, the City of Poway, population 46,000, is one of California's most livable communities. The Department of Administrative Services has an annual budget of \$3,561,780 with 25 employees. The City Manager is looking for an individual who is a leader with strong financial and management skills who is a team player. Candidates should possess a bachelor's degree in finance or a related field; a master's degree is preferred. The salary for this position is dependent upon qualifications. If you are interested in this opportunity, please submit your resume along with current salary and the names and phone numbers of five work related references to Bob Murray, DMG-MAXIMUS, 4320 Auburn Boulevard, Suite 2000, Sacramento, CA 95841, (916) 485-8102 or e-mail to recruit@dmg.maxinc.com. Filing Deadline: May 7, 1999.

SENIOR ACCOUNTANT - City of Pomona, CA. Salary range: \$3,620 - \$4,417/mo., plus 696 education incentive pay for a Master's degree (\$3,837 - \$4,682/mo.). The City seeks an individual to perform advanced levels of professional accounting duties including the reporting of financial transactions and maintenance of financial records for City operations, programs, and services. Requires a Bachelor's degree from an accredited college or university. Three years technical accounting experience as an Accounting Technician or higher. Apply by: 4/29/99. For an application: 505 So. Garey Avenue, Pomona, CA 91766 or Jobline 909/620-2290. EOE

CHIEF FINANCIAL OFFICER - City of Fremont. Located on the southeast side of the San Francisco Bay and nestled at the base of Mission Peak, Fremont is a city of over 198,000 people with an area of 90 square miles. The Financial Services Department has a staff of 27.5 and an operating budget totaling \$2.8 million. The City's total operating budget of \$94 million reflects a regular full-time staff of nearly 1000 people. The ideal candidate will be able to handle multiple complex projects concurrently, have managed organizational change and be able to achieve results without resorting to traditional hierarchical structures. Candidates should possess a Bachelor's degree in finance, accounting, or a related field; master's degree is preferred. The salary range is \$7,354 to \$9,928 per month. If you are interested in this outstanding opportunity, please submit your resume along with current salary and the names and phone numbers of five work-related references to Bob Murray, DMG-MAXIMUS, 4320 Auburn Boulevard, Suite 2000, Sacramento, CA 95841. Brochure available, call (916) 485-8102 or e-mail recruit@dmg.maxinc.com. Filing deadline: June 4, 1999.

FINANCE DIRECTOR/CITY

TREASURER - City of St. Helena, CA - (Salary: \$62,737 - \$72,147 annually, plus excellent benefits package). The City of St. Helena, an equal opportunity employer, is seeking qualified candidates for Finance Director. St. Helena, located in the heart of the Napa Valley, is a full service city of 5,900. Its 1998-99 general fund budget is \$4.8 million and its total budget is \$10 million. The ideal candidate will be a n experienced professional with accounting expertise, computer literacy, investment experience, strong interpersonal skills, enjoy working in a team environment, and have a strong customer service orientation. Requires a bachelor's degree in accounting, finance, business or public administration, or a closely related field. MBA or MPA highly desirable. Experience: at least five years of local government accounting, at least 3 at a supervisory level. Qualified candidates are invited to submit a resume, cover letter, and five references by Friday, May 7, 1999 to Bonnie Long, City Administrator, City of St. Helena, 1480 Main Street, St. Helena, CA 94574.

Up the Ladder continued on page 6

Up the Ladder continued

ACCOUNTANT - \$3,567 - \$4,336/Month - City of Santa Clarita. Knowledge of GAAP to analyze financial info, prepare reports & compile info for journal entry. Analyze info on assets, liabilities, fun balance & summarize financial activity using calculator or computer. Reconcile gen. ledger & bank accts. Knowledge of budget, audit principles/procedures; computer exp. incldg. spreadsheets. May superv staff. BS in Acctg, Finance or equiv. combo of educ/exp, plus 2 yrs government acctg. exp.; 10-key by touch. Original city application req'd to apply by Fri., May 14, 1999 at 5:00 PM. Send to: City of Santa Clarita, CA 91355 (Postmarks ok, No faxes or e-mails). Call Job Hotline for application & bulletin (661) 255-4392. EOE M/F.

FINANCE - Management Analyst II (Budget Analyst) - City of Pasadena, CA (Salary up to \$45,241). Assist the Deputy Director of Finance in preparing & monitoring the City's Operating Budget. Directly responsible for various departmental budgets & preparing analysis & recommendation(s). A Bachelor's degree in Accounting, Economics, Finance, or Business Administration or related field, plus 2 yrs. of analytical or administrative experience with 1 yr. of financial planning, budgeting, program auditing, & cost analysis. Apply by 5:30 PM, April 19, 1999, City of Pasadena, HR Department, 100 N. Garfield Ave., Room 146, Pasadena, CA, 91109, 626/744-4366.

INFORMATION SYSTEMS MANAGER -

City of El Segundo \$65,829 - \$80,016 annual base. Paid PERS, +\$600/mo. for medical coverage, paid retiree medical, paid optical/dental, 5 days executive leave, paid holidays, sick leave + other excellent time benefits. Manages all automation aspects of city information systems, including supervision, analysis, system audits, plan/development. Requires BA in Information Systems, Computer Science, Data Processing, Business/Public Admin, Mathematics, or related field, additional experience may be accepted in lieu of education on a year-for-year basis, plus min. 3 yrs, FT, supervisory exper. in DP/IS admin. & mgt of complex, multi-user info systems & valid CA DL. Deadline: Open until filled. Must submit detailed resume w/salary history to El Segundo Human Resources Dept., 350 Main St., El Segundo, CA 90245, (310) 322-4670, ext. 204. For information and/or detailed job brochure, call City 24-Hour Job Line at (310) 607-2220. City is a Merit System Employer.

SENIOR ACCOUNTANT - City of El Cajon (San Diego County) - (Salary: Up to \$57,751 plus excellent benefits). Performs advanced and complex financial reporting and accounting work. Requires at least 3 years experience in accounting or auditing of governmental agencies and Bachelor's in Accounting. CPA or Master's in Accounting is desirable. City application required. City of El Cajon Personnel Department, 200 East Main Street, El Cajon, CA 92020, (619) 441-1671. Apply by 5:00 pm on Friday, April 16, 1999.

FINANCIAL ANALYST - \$3,280 - \$4,123/month. The City seeks a qualified individual to perform, under general direction, special financial studies and analyses and assist in maintaining the City's accounting system by auditing and reviewing financial records. Requires equivalent to a B.A. in Business Administration, Accounting, or a closely related field and three years increasingly responsible professional experience in financial management, preferably in a municipal setting. Visalia, population 94,000 is prestigiously known as the "jewel" of the Central Valley in California. The city is located 185 miles north of Los Angeles, 220 miles south of San Francisco, 2 hours from the scenic coast and is less than an hour from the majestic Sequoia National Park. Application deadline: April 27, 1999. EEO/AA. For application materials contact: City of Visalia, Personnel, 707 W. Acequia Ave., Visalia, CA 93291, Phone: (559) 730-7007, Fax: (559) 738-3577.

Here's how to advertise your city's vacant position in the *CSMFO Mini-News*: Please email your announcement to nguyenm@cacities.org (attachment must be in rich text only), or fax to (916) 658-8240, attention Mai Nguyen. Your announcement should contain the following information: job title, city, salary, position description, and how to apply. The charge to advertise is \$8.00 per 40-character line. Please also include billing information, as billing will take place after the ad appears in the *Mini-News*.

Emailed or faxed job ads must be received by the 25th of each month for next month's insertion.

Note: It would be helpful if the job's filing date is at the end of the month, which allows people two to three weeks to respond.