



mini-NEWS

Dedicated to Excellence in Municipal Financial Management

All Roads Lead to Pasadena

Jay M. Goldstone, Director of Finance & CSMFO 2000 Seminar Host Chair, City of Pasadena

Imagine being at a Parade with more than 500,000 other people; going to a football game with nearly 100,000 screaming fans; and attending the annual CSMFO conference with 600 of your colleagues. Well imagine no more! All of this will happen in Pasadena beginning January 1, 2000 (parade and game) and continuing on February 26 – 29 (the Pre-conference and Conference).

What promises to be the best Conference ever, "Expanding Horizons in Government Finance" will provide you with the opportunity to re-establish acquaintances, learn about current trends, complain with your friends about GASB 34 and walk

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President's Message

Mary Bradley, Director of Finance, City of Sunnyvale

Happy Holidays!

While we have a little breathing room between year-end and start of the budget season, I'd like to bring you up to date on several things that are going on within CSMFO and the League of California Cities.

League of California Cities Policy Committees

As many of you know, the League of California Cities has eight (8) policy

December 1999

2000 Membership Renewal Notices must be in by December 31, 1999 in order to be listed in the roster. **NO EXCEPTIONS!**

committees. These committees are intended to address all issues confronting cities and to develop formal policy for the League that can be carried forward by the professional staff. Over 400 elected and appointed officials participate as members of one of the eight committees.

Each division and functional department of the League (such as the

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Attachments:

- 1) 2000 Seminar Registration Forms
- 2) League's Legislative Bulletin

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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Technology

Paul Arevalo, West Hollywood
Mark Alvarado, Monrovia
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Scholarship/CFO Program

Ken Nordhoff, San Rafael
Candis Hong, Thousand Oaks
Bob Leland, Fairfield

Chapter Corner: Central Los Angeles

Jose Gomez, Finance Director, City of Paramount

The Central Los Angeles Chapter is one of the smallest chapters, geographically. However, in terms of population it is one of the largest. Combined, the 26 Central L.A. member cities have a population of approximately 5 million residents. They range from Vernon, a city with a population of less than 100, to Los Angeles with over 3.78 million residents.

During the last year, our Central L.A. Chapter has held bi-monthly meetings in conjunction with the South Bay Chapter. Meeting locations usually rotate between the two chapter areas. Joe Aguilar, from Vavrinek, Trine, & Day, was the featured speaker at our first meeting. He discussed key areas in Investment Management, including helping us identify pitfalls in maintaining investment compliance. Most recently, Nikolai Sklaroff, Vice President at Salomon Smith Barney, spoke to us regarding actions that all local agencies can take to improve their bond ratings.

Within the member cities' area, there are several noteworthy capital projects currently under construction. They will soon have a significant physical impact on the area, and an even larger economic effect on the region. The Alameda Corridor Project, a \$2.4 billion undertaking, is consolidating 90 miles of railroad tracks in the Los Angeles basin into a single 20-mile rail and highway corridor connecting the ports of Los Angeles and Long Beach to the downtown region. The project is expected to substantially decrease traffic congestion, improve air quality, and facilitate access to the largest port complex in the United States. It is scheduled for completion in 2002.

Few issues have been more controversial in the area than the Federal Emergency Management Agency's (FEMA) designation of local areas along the Los Angeles River as flood hazard zones subject to a "100-year flood." The designation was accompanied by flood insurance requirements. Fortunately, the U.S. Army Corps of Engineers is currently raising the banks of the river along the designated area. This will increase the river's capacity and relieve many residents and business owners in this 82 square mile area from the threat of a flood and the requirement for flood insurance. Construction of this project should be completed by mid-2001.

On a local note, the City Of Paramount is currently working with the State, the Coastal Conservancy, the County of Los Angeles, and the Trust for Public Land in expanding and enhancing park space along the Los Angeles River. With the availability of grant funds, we are in the planning stages of adding approximately \$1.2 million worth of land and improvements to our Ralph C. Dills Park, immediately east of the Los Angeles River.

In talking to many of our member cities, there are some constant themes among Finance Departments. As is expected during this time of the year,

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President's Message, *continued from page 1*

Fiscal Officers Department) appoints one representative to each committee. Also, several affiliate associations such as CSMFO have been granted the privilege of designating one representative to each of the eight committees.

Appointments for calendar year 2000 have now been made for each committee. Derek Hanway, President-Elect, had the responsibility for naming representatives on behalf of CSMFO since they will be serving during his term as President. The appointments on behalf on the League Fiscal Officers Department are made by its President, who happens to be me. Identified below are those Finance Directors who have graciously agreed to serve us during the coming year:

LEAGUE POLICY COMMITTEE	CSMFO REPRESENTATIVE	FISCAL OFFICERS REPRESENTATIVE
Administrative Services	Bob Franz - Glendale	Evelene Payne - Brisbane
Community Services	Lisa Hildabrand - Carlsbad	Gary Nordquist - Fontana
Employee Relations	Robert Locke - Mountain View	Zane Johnston - Tracy
Environmental Quality	Paula Chamberlain - Pomona	Al Holliman - Colton
Housing, Community & Economic Development	Mark Alvarado - Monrovia	Mark Moses - Fremont
Public Safety	Scott Johnson - Milpitas	Helen Bell - Orange
Revenue & Taxation	Robert Biery - Thousand Oaks	Mary Bradley - Sunnyvale
Transportation, Communications & Public Works	Mike Dennis - Santa Monica	Bret Plumlee - El Segundo

These representatives play an integral role on the committees by providing subject matter expertise in the finance area. Additionally, they act as our eyes and ears and report back to us on any activities that might be of significance to our organization and our cities. Committee members attend 5 meetings during the year, usually scheduled for January, March, June, August and the annual conference. We owe each of them a great deal of thanks for the effort that they put in on our behalf in making sure that we are well represented and that decisions are based on sound financial analysis!

GFOA State Representatives

And speaking of people working on our behalf, I hope that you are all aware that CSMFO has two state representatives to the Government Finance Officers Association. These individuals represent Northern and Southern California. The primary responsibility of these state representatives is to keep GFOA and CSMFO aware of each other's activities. Duties include:

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All Roads Lead to Pasadena, *continued*

away from Pasadena refreshed and motivated to take on another year.

Starting on Saturday February 26th, a pre-conference Workshop entitled, "Leadership for the New Millennium," will be presented by Dr. Art Lange, a leading authority and trainer for leadership skills and what it takes to make it in today's competitive work environment. Dr. Lange will engage, entertain and educate you during this four (4) hour pre-conference training event.

Sunday will feature ten different concurrent sessions split between two separate time slots. Ray Adler, a specialist in Communications, from Skillpath Training, will present a two-part series on becoming a better communicator. Ray will take us across the full spectrum of communication, from making a positive first impression to establishing credibility and influencing people. Between these sessions there will be plenty of opportunity to roam through an exhibit hall with an expected 60 to 70 exhibitors. The evening will be capped off with an opening reception at the Athenaeum, a private club on the campus of California Institute of Technology. For those of you who are sports minded, there is golf at Brookside Golf Course and tennis, jogging, biking, etc.

Monday continues a choice of 15 additional sessions broken into three groups. The opening general session will include a motivational speech by Art Berg. Mr. Berg broke his neck in a serious automobile accident in 1983, leaving him a quadriplegic. Today, as author of two books, *Some Miracles Take Time* and *Finding*

Peace in Troubled Waters, and President of Invictus Communications, Inc. Art travels more than 200,000 miles a year speaking to professional and civic organizations. His message, *The Impossible Just Takes a Little Longer*, is simple, yet inspiring and profound. At the luncheon, Speaker Frank Abagnale, one of the world's leading authorities on forgery and embezzlement, will give us a glimpse of his former life as "The Great Imposter". Later in a two-part presentation, Frank will also tell us how to protect our agencies against fraud and other white-collar crime. Other key speakers on Monday include Stephen Gauthier and Girard Miller. Mr. Gauthier is GFOA's Technical Services Director, author of the 1994 Governmental Accounting, Auditing and Financial Reporting (GAAFR), otherwise known as the "blue book" and the 1998 GAAFR Update Supplement, will discuss evaluating internal controls and the new GASB 34 which outlines the new reporting model. Mr. Miller, President and CEO of ICMA Retirement Corporation, will return this year to discuss the investment outlook and social security and retirement issues. Monday night ends with a spectacular dinner and entertainment, followed by dancing.

It doesn't stop there. Tuesday offers a selection of five additional sessions. The general session will be lead by Chic Thompson, founder and president of Creative Management Group. Mr. Thompson will give us the tools to become a creative manager and help us "break out of our shells" and unleash the creativity that all of us possess. Girard Miller will return for a concurrent session on Tuesday. The concluding luncheon will feature Brian Lee of Custom Learning Systems Group, with "Thriving on

Change," which is certainly a survival skill that finance officers need in today's municipal government environment.

Because this year's conference is filled with so many exciting and relevant sessions, this year each session will be recorded and audio tapes will be available for purchase in case you can't attend every session that catches your interest.

As you can see, the Conference Committee has put in a lot of time to ensure that you walk away from this conference refreshed, rejuvenated, motivated and educated. **DON'T BE LEFT OUT.** As conference host, I look forward to welcoming each of you personally to Pasadena.

There is one correction on room rates I wish to inform you about. The room rate for the DoubleTree is \$140 per night (excluding room tax) for single occupancy; however, the rate will be \$150 per night (excluding room tax) for double occupancy.

Chapter Corner, *continued*

most CAFR's are either being reviewed by auditors or running through the presses at the printer's. Many of us are also wrapping up the final testing phases of newly installed Y2K compliant systems. While most are pretty confident about their systems, contingency plans are being drawn up...just in case.

I hope to see everybody at the Financial Management Workshop in Monterey!

Happy Holidays!

President's Message, *continued*

Serving GFOA members in their state by responding to requests for information and serving as the liaison between GFOA and the CSMFO board
Promoting membership in GFOA to finance officials in California
Providing information to GFOA about the activities of CSMFO
Presenting GFOA awards to governments, if requested

Each representative is appointed for a two-year term, with one possible additional term. Currently serving us ably in these roles are Steve Temple (Hemet) for Southern California and John de Russy (San Mateo) for Northern California. Unfortunately, both are "termed out" at the end of this year and are ineligible for reappointment. As current CSMFO President, I am responsible for recommending candidates for these state representative positions, who will be appointed by the GFOA President. A prerequisite for appointment is active participation in GFOA, including attendance at the annual conference. Fortunately, Dave Bass (Lake Forest) has agreed to have his name put forward as the Southern California representative. Dave's long-time experience as a California finance director and his breadth of participation in both organizations make him an excellent choice. I would like to ask any CSMFO member from Northern California who is interested in performing this key role to contact by phone at 408/730-7398 or e-mail me at mbradley@ci.sunnyvale.ca.us.

Commercial Membership Outreach

As I mentioned previously in my October message, one of the goals adopted for CSMFO for 2000 was an emphasis on membership outreach. The purpose of this goal is to increase membership participation and satisfaction. An important part of this effort is to gauge the feelings of our commercial members and to identify areas where their expertise can be beneficial to the accomplishment of our mission.

To that end, we will be inviting our commercial members to an open discussion at the Annual Conference in Pasadena about how we can improve upon our relationship and work toward our mutual benefit. Currently we have almost 200 commercial members with an amazing range of knowledge and skills, who are anxious to become more involved in improving local government finance in California. I look forward to hearing their ideas and opinions in February. By the way, the exact time and location has yet to be finalized, but invitations will be forthcoming in the next week or two.

Finally, I encourage you to read the accompanying article by Jay Goldstone on the 2000 Annual Conference, to be held in Pasadena on February 27 – 29. This is an event that should not be missed and something that will start the new millennium on the right note!

Have a great 2000!

Intermediate Accounting Workshop Rescheduled

The intermediate accounting workshop scheduled for December 1 and 2 in Folsom has been postponed until February 17th and 18th. Registrants for the program were contacted and invited to attend the rescheduled session. A number of members expressed interest in future workshops and should contact Ray Berzins in Folsom (phone 916/355-7200 or e-mail rberzins@folsom.ca.us) regarding enrollment. The Career Development Committee wants to facilitate additional workshops throughout the state. Host sites and trainers are needed to take the program to other locations. If you want additional information on how to host a future workshop, contact committee chair Jesse Takahashi (408/866-2113; jesset@ci.campbell.ca.us) or Frances Medema (916/658-8218; medemaf@cacities.org).

••••• Movin' On •••••

• **John Herrera** was Accounting Manager for the City of La Quinta. He is currently City of Imperial Beach's Director of Finance and Treasurer. He can be reached at his new number at 619/628-1361. Congratulations, John!

• If you have recently moved from one job to another, please fax your new mailing address and phone number to CSMFO at 916/658-8240.

Annual Seminar Contacts and Information

For questions, call or e-mail the following individuals:

Exhibitors' Booths: John Adams at 323/848-6513 or jadams@ci.west-hollywood.ca.us

Conference Registration: Roger Espiritu at 916/658-8257 or citybook@cacities.org

Conference Program and Accommodations: Rhonda Graves 626/744-4301

Julie Guitierrez 626/744-4217 or

guitierrez@ci.pasadena.ca.us

Jay Goldstone 626/744-4350 or

jgoldstone@ci.pasadena.ca.us

Important Dates to Remember

Early Registration Deadline: Exhibitors' booths December 10, 1999

Early conference registration January 14, 2000

Late Registration:

After February 11, fax registration form to 916/658-8220, attention Roger Espiritu, and bring check with original registration form to seminar to facilitate on-site registration.

Legislative Analyst Releases Budget Projections

The Legislative Analyst's Office (LAO) recently released a state budget and economic forecast for fiscal years 1999-00 through 2004-5. The forecast predicts that the 1999-2000 budget reserve will increase from the original estimate of \$881 million to nearly \$2.6 billion. LAO anticipates the reserve will grow again in 2000-01 to \$3 billion and then level out to cover VLF trigger reductions. A copy of the entire report can be found on the LAO website www.lao.ca.gov.

Wrap-Up of 1999 Legislative Session

Attached to this *Mini-News* is an excerpt from the League of California Cities' 1999 Legislative Wrap-Up Bulletin. Bills passed by the Legislature and signed by the Governor regarding the State budget, taxes, bonds and debt, redevelopment, economic development, local government agencies and local government omnibus acts are included. These sections were selected as having the greatest interest to finance officers. Other legislation related to municipal government can be found in the Wrap-Up Bulletin which will be mailed to all cities early December and also available on the website www.cacities.org.

2000 IRS Mileage Rate

Effective January 1, 2000, the mileage rate for business use of an automobile will increase to 32.5 cents. This replaces the 1999 rate of 31 cents per mile. The announcement can be found in Revenue Procedure 99-38 in *Internal Revenue Bulletin 1999-43*, dated October 25, 1999.

CSMFO Mini-News

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Website: www.csmfo.org

E-Mail Group List Lost in Cyberspace

Even the internet experiences some bad days. The majority of CSMFO members on the group e-mail list were for some inexplicable reason dropped in late November. Thanks to an alert from members who had posted messages on the list which were rejected, the problem was promptly identified. Kirk Biglione, CSMFO's technical consultant, quickly responded and was able to restore the e-mail addresses of over 400 members who signed on via the CSMFO website. So the service is once more available to members.

However, some members may not have been restored in the process. Individuals who subscribed via an e-mail message to the Listserve were not posted onto a list database, and therefore may no longer be on the group list. If you have not received messages from the CSMFO members list since November 30, you will need to resubscribe. The best way is to go to the website (www.csfmo.org) and click on "Internet Mailing List" on the left sidebar. By using the website, your name and address are added to the database which can be used to restore the list if a similar list problem occurs. If you do not have access to the internet, you may still send a message to listserv@csfmo.org with the message *subscribe members* <your e-mail address>.

This incident should serve as a reminder to all subscribers. If you receive an posting error message from the listserve program, you can send a reply message, the problem will be examined and a response will be sent to you. If the error message indicates that the server was unable to deliver the message to another individual on the list, the administrator will also be alerted and will make necessary corrections. CSMFO is pleased to offer the group e-mail list to its members and want to ensure the smooth efficient operations of the system.

MARK YOUR CALENDARS

Financial Management Seminar

December 9-10, Monterey
Conference Center/Double Tree

CSMFO Annual Conference
February 26-29, Pasadena

CMTA Annual Conference
April 24-28, Concord

GFOA Awards for Excellence

GFOA invites you to participate in its annual Awards for Excellence competition. If you have any questions, please feel free to contact Cathy Floyd at 312/977-9700 or CFloyd@gfoa.org.

Chapter Meetings

Please fax or e-mail
your meeting
announcements
to
Mai Nguyen
at
(916) 658-8240 or
nguyenm@cacities.org

Channel Counties

Christine Cohen, Chapter Chair, City of Ventura

Informative, fun, and beneficial! These attributes best describe "The Channel Counties Chapter." Luncheon meetings are held monthly at the Radisson Hotel (formerly the Oxnard Hilton) are well attended, with an average attendance of 26 people.

Channel Chapter has a variety of speakers address its members with topics such as, Municipal Bond issues; Y2K issues; Budget Round Tables and E-Commerce. The diverse member listing makes networking and the exchange of ideas, beneficial and enjoyable.

For those interested in attending any of the meetings, Channel Chapter generally meets the third Thursday of each month at the Radisson Hotel. Please contact Christine Cohen at 805/654-3153 for further details.

Desert Mountain

John Cuevas, Chapter Chair, City of Big Bear Lake

Date: January 27, 2000
Place: City of Barstow
Host: John Morris
Topic: TBD & Election of Officers
Phone: 909/866-5831

Up the Ladder

ACCOUNTING MANAGER (Investment/Cash Management Officer) - City of Stockton (Non-Civil Service). Salary: \$53,688 - \$65,580/annually, plus an excellent benefit package. The City of Stockton is seeking an experienced financial manager to direct the preparation and administration of the City's portfolio/investments; administer the city's debt service and bonded debt programs; develop and direct the implementation of goals, objectives, policies, procedures and work standards for the cash management unit. Requires a bachelor's degree in accounting, finance, business administration, or a closely related field and two years of related experience. Apply by 5:00 P.M., Dec. 30, 1999. To request an application packet, call the City of Stockton, Personnel Services, (209) 937-8233 or visit our web site at www.stocktongov.com. EOE

BUDGET DIRECTOR - City of Oakland, CA. Salary range: \$103,584 to the midpoint of \$114,780. With a population of 386,800, Oakland is a city on the rise with enormous economic growth potential. Under the general policy direction of the City Manager, the Budget Office manages City-wide budget development and monitoring, fiscal analytical services, financial planning, expenditure control, system development, revenue forecasting and performance measurement. The Budget Director will have strong leadership and motivational skills to lead the staff of 18 and will enjoy a fast-paced and exciting atmosphere. The ideal individual is a collaborative problem solver; a visionary who sees the big picture; and a change agent in finding alternative ways to meet objectives. Bachelor's degree in accounting, economics, public or business administration or a related field is required; master's degree preferred. In addition, at least three years of responsible supervisory or managerial experience in budget, analytical, and financial management in a government agency is required. This position is subject to the Emergency Response Residency Zone requirement. To be considered, please submit resume by December 23, 1999 to: Bobbi Peckham, DMG-MAXIMUS, 4320 Auburn Blvd., Suite 2000, Sacramento, CA 95841, e-mail recruit@dmg.maxinc.com. Please call (916) 485-8102 to request a detailed brochure. The City of Oakland is an Equal Opportunity Employer.

ACCOUNTANT - City of Milpitas, CA. Salary: \$57,236 - \$69,571/annually. The Position: Principles and practices of accounting and financial administration, including budgeting and reporting; principles of gov. accounting. Ability to: Examine and verify financial and documents and reports; prepare a variety of financial statements. One year of responsible experience in a governmental or commercial agency. Equivalent to a Bachelor's degree from an accredited college or university with major course work in accounting or a closely related field. Submit an official city application form and supplemental questionnaire to the City of Milpitas Human Resources Division by December 27, 1999. City applications can be obtained in person or by sending a self-addressed envelope to the Human Resources Division, 455 E. Calaveras Blvd., Milpitas, Ca 95035 or call the job hotline at (408) 586-3080.

ACCOUNTANT - Vallejo Sanitation and Flood Control District, Vallejo, CA. (Salary range \$43,618 - \$48,089/yr plus excellent benefits). This position, under the general direction of the Finance Director, performs professional accounting duties involving the processing, maintaining, and reporting of financial/statistical records in an accounting system. Requires a Bachelors's Degree in accounting and at least three years of accounting experience. CPA desirable. Contact our 24-hour job hotline (707) 648-4364 for official application materials. Applications must be received in our Human Resources Department at 555 Santa Clara Street, Room 102, Vallejo, CA 94590 by 5:15 P.M., December 17, 1999. EOE

FINANCE DIRECTOR - City of Westminster, CA. The City of Westminster, population approximately 85,000, is located in Orange County 25 miles southeast of Los Angeles and 5 miles inland of the Pacific Ocean. Westminster is a full service city with a budget of \$59 million and 276 employees. The City is looking for a dynamic leader with strong public agency finance skills. Candidates should have five years of progressively responsible experience and possess a Bachelor's degree in accounting, finance, business, public administration, or related field; a Master's degree is preferred. The salary range is DOQ. If you are interested in this outstanding opportunity, please submit resume to Bob Murray, DMG-MAXIMUS, INC. 4320 Auburn Boulevard, Suite 2000,

Sacramento, CA 95841. A brochure is available by calling (916) 485-8102 or e-mailing recruit@dmg.maxinc.com. Filing deadline: January 21, 2000.

CHIEF FINANCIAL OFFICER - The Administrative Office of the Courts (AOC) in San Francisco is seeking a Chief Financial Officer to direct an integrated program of policy planning, budget development, financial accounting, and facility coordination. This executive position will serve as an advocate to the legislative and executive branches to assure sufficient funding for the judicial branch in California. Requirements: BA and 8 years exp. in the field of policy/financial/fiscal/budget administration, including 4 years as a manager equivalent to a CFO or budget manager. Public sector budget and policy planning and legislative advocacy preferred. For information and online application see our website at www.courtinfo.ca.gov/jobs or call (415) 865-4369 and refer to job #RA-36. Equal Opportunity Employer.

ACCOUNTANT - City of Indian Wells, CA. Salary: \$41,484 - \$50,424 per year, plus excellent benefits. Performs a wide variety of advanced accounting work including general ledger analysis, compilation and review of financial records, preparation of financial reports and statements; and payroll. Fund accounting experience required in addition to investment and cash management accounting. A bachelor's degree required with major course work in accounting and two years professional accounting experience. A completed city application and resume must be received by 5:00 p.m., December 17, 1999. Mail to the Personnel Department, City of Indian Wells, 44-950 Eldorado Drive, Indian Wells, CA 92210. To receive an application, call 760/341-5863. For questions, call Personnel Director Mel Windsor 760/776-0247.

ACCOUNTANT SENIOR - City of Huntington Beach, CA. Salary: \$3,840 - \$4,759/mo. + exclnt bnfts. req's B.A. or equiv. in business admin or accounting & 3 yrs of professional accounting exp. City application due by Noon, 12/30/99. Call 714/536-5492 or visit our web site at www.ci.huntington-beach.ca.us. EOE

continued on the next page

Up the Ladder, *continued*

REVENUE COLLECTIONS SUPERVISOR (Budget & Finance Agency) - City of Oakland, CA. Salary: \$4,805 - \$5,899/mo., excellent benefits. Qualifications: B.A. in business/public admin or related field and 4 yrs professional collection or claims investigation in a financial institution or municipal government; or equivalent combination of training and experience; supervisory experience highly desirable. For announcement/application send SASE to OPRM, Employment Information, 150 Frank H. Ogawa Plaza, 2nd Floor, Oakland, CA 94612-2019; or visit our web site at www.oaklandnet.com (city job link).

BUDGET ANALYST INTERN - City of Saratoga, CA. Salary \$14-18/hr DOQ. (Full-time temporary position for six months until June 30, 1999) The city seeks a Budget Analyst to assist in the preparation of the City's FY 2000-01 annual budget. The Budget Analyst will work in the City Manager's Office, and will work closely with the Administrative Services Director. Responsible for preparation of budget calendar, collection of budget information, data entry, financial analysis, charting and graphing, document preparation, and preparation of Power Point presentations. Will also assist in other financial projects as needed. This is a great opportunity for someone interested in working in the City executive offices, learning the budget process, and playing a key role in an essential function of government. The ideal candidate will possess a Bachelor's degree in accounting, business, public administration or a related field, have excellent analytical and communication skills, and possess a strong knowledge of Excel spreadsheets. Call 408/868-1200 to obtain application materials. Apply by 5:00 p.m., January 30, 2000. For more information about the city, visit our web site at <http://www.saratoga.ca.us>.

ACCOUNTANT - City of Fontana (San Bernardino County), CA. Salary: \$3,191 - \$3,888/mo. Perform full-range professional acctg & financial duties; may supervise tech/clerical staff; reconcile GL's include. M/E closing; review pur. req's; verify A/R; balance accts verifying availability of funds; research & analyze to resolve problems; organize tax data; compile tax revenue rpts; prepare tax billings & comprehensive financial studies;

maintain fixed assets system. req'd: 4yr degree w/major in acctg & 1 yr prof. acctg exp. Advanced PC knowledge, standard software & spreadsheet proficiency. Open until filled; 1st review Jan 14, 2000. Facsimiles not accepted. For req'd application, apply Inland Empire Utilities Agency, 9400 Cherry Ave, Bldg A, Fontana, or send written request and SASE (\$.77) to IEUA, Box 697, Rancho Cucamonga, CA 91729-0697. No phone calls. Smoke-free environment. EOE.

FINANCE DIRECTOR - City of Roseville, CA. Salary: \$96,945/annually, including 5% performance pay (salary is currently under review with a special adjustment anticipated January 1, 2000). The ideal candidate will possess a Bachelor's degree in finance, public or business administration, or a related field and eight years of broad and extensive supervisory experience in municipal finance work, including five years in an administrative capacity. We are accepting applications until January 25, 2000. Interested candidates should submit resume with five work-related references and current salary to: City of Roseville, Human Resources, 311 Vernon Street, Suite 204, Roseville, CA 95678. For application package call 916/774-JOBS. E-mail www.roseville.ca.us.

MANAGER (Fiscal Policies & Analysis Section - Class 1376 Special Asst. XVII - Finance Division) - San Francisco Airport Commission. Salary: \$3,208 - \$3,899 bi-weekly; \$83,729 - \$101,764 approx. annually. Assists Deputy Director of Finance in coordinating & administering Airport financial & business activities under the jurisdiction of the Airport Commission; supervises the development of all Airport rates, fees, and charges and various detailed financial, economic, statistical, and air traffic analyses, forecasts and reports while working with Airport managers, Airline and Airport tenant representatives and consultants; supervises the development of Airport financial policies including but not limited to implementation of local, State, Federal government-mandated financial requirements while working with surrounding communities' representatives and governmental agencies; oversees the implementation of Airport risk management and insurance programs while working with contractors, developers, and insurance brokers; and supervises staff of the Financial Analysis, Policy Analysis, and Risk Management and Insurance units. Requires: Baccalaureate degree or Master's degree

(highly desirable) from a recognized college or university majoring in Business Administration, Economics, Public Policy, Accounting, Financial or related field, and Seven (7) years of progressively responsible financial experience in a combination of financial policy analyses, planning and development, risk management and insurance implementation, rate setting, financial, economic, and statistical analyses, projections, and evaluation. Substitutions: A Master's degree in a related field will substitute for two (2) years of the seven (7) years of the required experience. For complete details call Airport Commission Human Resources at 650/821-2000. Application materials should be submitted immediately; may close any time.

How Can I Advertise?

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 format 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 classified ads must be received by the 25th of each month for next month's insertion.

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