



**August 2000**

## President's Message

Derek Hanway, Financial Services Director, City of Burbank

Last month, I referred to a potential change to the CSMFO board nomination process. The board will be recommending changes to the by-laws at our February business meeting. The potential changes are attached to this newsletter for your review. I would like to discuss these changes in the balance of this report.

### PROPOSED NOMINATION PROCESS

Even though these changes require a by-law change, the current by-laws are written broad enough for me to use the proposed process this year. The candidates for the president-elect and Board of Directors will be nominated by a nominating committee appointed by the president. The president, or designee, will act as chair of the committee and will appoint the past-president, the president-elect, one current or past board member, one committee chair/vice-chair, one chapter chair, and two active members at-large to serve on the Nominating Committee. If you have any interest in serving on the Nominating Committee, please call 818/238-5500 or e-mail me at dhanway@ci.burbank.ca.us by August 18, 2000. Your expressed interest in serving on this committee will help me select its members.

After the Nominating Committee is formed, the committee will solicit interest from the membership, with a notice in the September mini-News. If you are interested in serving as president-elect or as a board member, you would not want to serve on the Nominating Committee. The Nominating Committee will nominate one candidate for president-elect and two candidates for each Board of Director's vacancy. The nominations will be based on expressed interest, committee level participation, chapter chair participation, League Policy Committee participation, and/or chapter participation. While commit-

tee/chapter participation is not required for board nomination, it is highly recommended and beneficial to the continued success of CSMFO.

As the president-elect serves on the Executive Board of CSMFO and requires a significant amount of time and dedication, prior CSMFO involvement is a requirement.

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CAFR awards application attached

Seats are still available for USC's Leadership program. For more information, visit [www.csmfo.org](http://www.csmfo.org) or call the CSMFO office @ 916/658-8210

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*The mini-News is your newsletter! Take advantage of our monthly publication by sharing with us your ideas. CSMFO is always seeking input from all members on topics in any department section.*

### Attachments:

- 1) CAFR awards application
- 2) CSMFO and You

## California Society of Municipal Finance Officers

### Officers and Directors

<b>President</b>	Derek Hanway Burbank
<b>President-Elect</b>	Bill Statler San Luis Obispo
<b>Past President</b>	Mary J. Bradley Sunnyvale
<b>Secretary</b>	Frances Medema League of CA Cities

### Directors

Don Rhoads, Monterey  
Jerry Rogers, Riverside  
Tim Hansen, San Leandro  
Paula Chamberlain, Pomona  
Dennis Danner, Newport Beach  
Ken Nordhoff, San Rafael

### Special District

**Liaison** Karen Brust  
San Diego Water Authority

### Committees

#### Administration

Paula Chamberlain, Pomona  
Gary Hill, Lancaster  
Irwin Bornstein, Mission Viejo

#### Annual Seminar

Dennis Danner, Newport Beach  
Ron Bosworth, Santa Rosa  
Howard Longballa, Alhambra  
Stan Lindsay, Consultant

#### Budgeting and Management Reporting

Anita Lawrence, Camarillo  
John Cuevas, Big Bear Lake  
Tim Hansen, San Leandro

#### Career Development

Jesse Takahashi, Campbell  
Carolyn Dominguez, San Luis Obispo  
Jerry Rogers, Riverside

#### Debt, Retirement and Treasury

Zane Johnston, Tracy  
Bradley Grant, Merced  
Robert Torrez, Long Beach

#### Intergovernmental Relations

Gary Nordquist, Fontana  
Janet Salvetti, Stockton  
Bob Leland, Fairfield

#### Professional and Technical Standards

Genie Roberts, Temecula  
Bret Plumlee, El Segundo  
Larry Hurst, Brea

#### Technology

Mark Alvarado, Monrovia  
David Bass, Lake Forest

#### Scholarship/CFO Program

Ken Nordhoff, San Rafael  
Candis Hong, Thousand Oaks  
Barbara Underwood, Vista

## Chapter Corner: Monterey Bay

Daphne Hodgson, Chapter Chair, Financial Services Manager,  
City of Monterey

At the May meeting of the Monterey Bay Chapter, we enjoyed a very interesting discussion about "*PERS Actuarial Valuations for 3% at 50/55 and Interest Based Negotiations/Problem Solving - One City's Experience.*" Harriet Commons, from the city of Fremont, shared with us how her city is working with its Public Safety bargaining units on this significant benefit enhancement issue.

The effect of PERS' adoption of the 3% at 50/55 benefit formulas will be facing most cities in their current public safety negotiation cycle or their next public safety negotiation cycle. Most cities are anticipating a strong interest from their public safety units in this benefit enhancement.

The city of Fremont took an interesting and, with hindsight, worthwhile approach to managing the cost of this enhancement using the interest-based negotiations method. They determined that it was important that the city's negotiation team and the public safety negotiation teams (police and fire) have the same understanding of the PERS rates and valuations and the effect on city costs of the proposed 3% at 50/55 benefit levels. To facilitate this understanding, the teams met together to identify questions about the actuarial valuations and areas needing clarification. They then traveled to the PERS office in Sacramento and together met with the city's PERS actuary.

From this meeting, they were able to reach a common understanding about the projected rates. With this information, the true cost, short-term, mid-term and long-term, of the benefit enhancement became clearer. At the city of Fremont, the rate is composed of four different factors: 1) amount needed to fund ongoing cost of benefits ("normal cost"); 2) cost of converting past service cost to the new benefit level; 3) credit for the one-time re-evaluation of plan assets to the 95% level; 4) credit for excess assets accumulated from past contributions and investments. This discussion was important in helping all sides talk about possible ways to manage this significant potential cost increase. Their dialogue also included consideration of the effect on costs of changes in actuarial assumptions and the effect on costs if actual experience differs from the actuarial assumptions, particularly in the area of investment portfolio performance.

Ms. Commons cautioned us to do a careful analysis of the PERS rates and valuations during the negotiation process for this proposed benefit level increase. Having all parties to the negotiations understand the true cost of these benefits will also help to facilitate the discussions.

## Sacramento Update

The Governor signed the State Budget just in time for the June 30th deadline. Road maintenance and law enforcement were winners in this year's round of negotiations. Parks will get a boost as \$338 million in park bond funds are allocated on a per capita basis for local park projects. Though the \$200 million set aside for local fiscal reform remains in the budget, it is unclear if, when and how the funds will be allocated.

After a month-long recess, the Legislature returns on August 7th to tackle a number of bills of concern to local government.

- o AB 83 (Cardenas). Business License Tax. Exemptions.  
AB 83 is designed to exempt a class of individuals from paying local business license taxes while claiming to be a business for state and federal tax purposes.  
**Status:** Senate Revenue and Taxation Committee, August 9th. Oppose.
- o AB 2412 (Migden). Internet Sales Clarification. Dot Com Subsidiaries.  
 This bill will close the loophole that allows existing companies doing business in California to create arms-length subsidiaries to avoid collection of use taxes on their dot com sales.  
**Status:** Senate Appropriations Committee, August 7th. Support.
- o AB 2885 (Cardenas). COPS Funding. Juvenile Justice Programs in State Budget Vetoed.  
 The COPS program was reauthorized for the current year with intent language for continuation for another three years, including a minimum allocation of \$100,000 per local law enforcement agency. However, the trailer bill, AB 2885, linked the continuation of COPS with the creation of a \$121 million juvenile justice prevention program, which the Governor did not support and vetoed. Initially it appeared the COPS funding would be held up by the partial veto; however, the last word is the funding will proceed promptly. Stay tuned for a possible legal gambit.  
**Status:** Support continued and uninterrupted funding for COPS.
- o SB 225 (Rainey). Booking Fees Reimbursement Clarification. Late Filers.  
 Last year, the Legislature passed, as part of its budget, a reimbursement provision for cities that paid booking fees to counties in 1997-98. For various reasons, several eligible cities failed to file for this continuous reimbursement. SB 225 will allow those cities that have not filed to do so by October 1, 2000. Importantly, this reimbursement is in the form of a continuous appropriation and is therefore in perpetuity. Cities that have not done so should immediately contact the Controller's office to assure they receive the reimbursement to which they may be entitled.  
**Status:** Assembly Local Government Committee, August 9th. Support.
- o SB 165 (Alarcon). Special Taxes and Voter-Approved Bonds. Accountability.  
 Gutted and amended on June 20, SB 165 imposes significant changes to existing bonding and tax-raising procedures on all local agencies, including charter cities. New voter-approved taxes and bond measures would be required to provide accountability measures including:
  - a) A statement indicating the specific single purpose of the special tax or bond.
  - b) A requirement that the proceeds only be applied to specific purpose identified pursuant to subdivision (a).
  - c) The creation of a trust fund into which the proceeds shall be deposited.

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## Hot Topics at League Conference

The League of California Cities Annual Conference is scheduled September 7 - 9, 2000, in Anaheim. The program sessions will provide tools and information to take home and apply in your city. A number of sessions were designed specifically to address financial issues. These include:

***Financial Positioning: How to Prepare for the Next Economic Downturn.*** This is the fiscal officers' department session. Following a brief business session, the program will examine guiding principles and case studies on how cities prepare for economic uncertainties. *Thursday, September 7, 3:30 PM*

***GASB 34: Separating Myth from Reality.*** The CSMFO GASB 34 task force has organized this session for both elected and appointed city officials to assist in their understanding of what GASB 34 is, why it is required and the steps and costs associated with implementation. *Friday, September 8, 9:00 AM*

***Dealing with PERS Valuations and the New "Optional" Formulas.*** The pressure is on to adopt new enhanced PERS benefits and often the long term costs are not clear. This session will examine this issue. *Friday, September 8, 9:00 AM*

***Proposition 218 Update.*** This session will review recent successes and setbacks in the ballot box, court and legislature. *Friday, September 8, 10:30 AM*

***City Participation in Ballot Measure Campaigns.*** Examine what cities can do to involve citizens and the steps taken by successful cities. *Friday, September 8, 1:30 PM*

***Clicks, Mortar and the Internet Sales Tax.*** Examine the increasing inequity created by the failure to collect sales tax on internet sales. *Saturday, September 9, 9:00 AM*

Other programs spotlight issues for small cities, collaborative programs with schools, and employee relations tools, to name a few. Complete program and registration information is located on the League Web site at [cacities.org](http://cacities.org)

## Budget Reviewers Needed

The Budgeting and Management Reporting Committee is still looking for a few good volunteers to assist with the reviewing of budget documents for the awards program. If members would like to participate in this process, go to the CSMFO Web site at [www.csmfo.org](http://www.csmfo.org) to download a copy of the reviewer's form, or you may obtain one from Anita Lawrence in Camarillo by calling 805/388-5320. Thank you for your time and commitment.

## Congratulations to the City of Alameda

First budget submittal for this year's awards program arrived from the city of Alameda on July 12, 2000. Way to go, city of Alameda!

Each year, we receive over one hundred budget documents from cities and special districts for review. Last year, we received an overwhelming total of 135 budget submittals. The success rate of this program continues to rise. We encourage all cities and districts to submit their budgets before the September 1<sup>st</sup> deadline to avoid the late fee charge. Budgets arriving between September 2<sup>nd</sup> and the 30<sup>th</sup> must submit a \$25.00 fee. The ones coming in between October 1<sup>st</sup> and November 3<sup>rd</sup> should remit a \$50.00 payment. Remember, the fee is per category. Be an early bird and save your city or district some money. Good luck with your budget!

## Count Me In

The Bond Buyer conducts an annual survey of professionals in the California municipal bond market on financial and political issues that may influence the financing climate. CSMFO members are invited to participate in this survey by going to the League Web site <http://www.cacities.org/members/departments/default.asp> and clicking on the fiscal department. The link will be located under the links to other Web sites. Once the survey is complete a summary of the results will be circulated.

## Sign-on to Your Chapter Email Group List for Local News

At CSMFO, we realize that keeping members informed on state and local issues via the group email list has become a greater challenge than ever. To help facilitate the flow of information that is being exchanged every day via the group email, CSMFO has created local chapter email group lists for members to share information, submit inquiries, obtain chapter meeting and workshop notices, and communicate quickly among each other at a much smaller volume. It is absolutely free to join your local chapter email list, so do not wait another second to sign on.

### Five (5) Fast and Easy Steps to Subscribe

- 1) Go to [www.csmfo.org](http://www.csmfo.org)
- 2) Once you are at the CSMFO Homepage, click on "Chapters" (gray box on the left hand side of page)
- 3) Once you are at the CSMFO Chapters Page, click on your appropriate chapter (if you do not know your chapter, scroll down to the bottom of the page for additional information)
- 4) Once you are at your chapter page, scroll down until you see "Subscribe to chapter mailing list" and click on it
- 5) Enter all the required fields and you are set to go

After having gone through the steps and you are still unable to subscribe, please contact Frances Medema (916/658-8218) or Mai Nguyen (916/658-8210), for further assistance.

## News and Updates Delivered to Your E-mail Box

Just when you thought the Technology Committee is done adding features to the CSMFO Web site, new ones are introduced.

Recently, the committee added a new feature to the Web site that allows members to subscribe to an e-mail list for members to receive bi-weekly notices of news and updates on the Web site. To subscribe to the list, go to [www.csmfo.org](http://www.csmfo.org) and click on "What's New" (left hand side in gray box). Once at the "What's New" Page, click on "CSMFO Web Update Mailing List." Here, subscribe to the list and you are ready to receive regular notices from CSMFO.

## President's Message, *continued*

### SPECIAL DISTRICT BOARD MEMBER

In 1999, the membership amended the by-laws to create a special district liaison to represent special district needs and interests at the board level. This year members within the special district classification will elect a board member for a three-year term. The president, or designee, will act as chair of the committee and will appoint the past-president, the president-elect, one current or past board member, the current or past special district liaison, and two special district members at-large to serve on the Nominating Committee. If you have any interest in serving on the Nominating Committee, please let me know.

The goal of these nominating committees is to be inclusive of our membership while nominating the candidates, which will help the organization become even more effective at serving the needs of our membership. If you have any comments on the proposed changes, please feel free to communicate them to any board member.

### CSMFO mini-News

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

E-mail: [nguyenm@cacities.org](mailto:nguyenm@cacities.org)  
Website: [www.csmfo.org](http://www.csmfo.org)

## Sacramento Update, *continued*

d) An annual report requiring the chief fiscal officer to file with the governing body within three months of the end of the local agency's fiscal year, detailing the amount of funds collected and expended and the status of the project for which the funds were raised.

Although on its face SB 165 seems reasonable, fiscal officers and city attorneys have raised concerns regarding need and value of this legislation.

**Status:** Assembly Local Government Committee, August 9th. Oppose.

o SB 1637 (Burton). Property Tax Shift. Growth Cap.

This measure would cap the contribution of shifted property taxes at its current level and allow any future growth to flow to the local agencies.

**Status:** Assembly Appropriations Committee Suspense File. Support.

o SB 1949 (Costa). Sales and Use Tax Uniformity. Simplification.

This bill requires California to be at the table with national organizations to discuss ways to achieve simplification and uniformity of existing sales and use taxes. This effort is seen as the necessary precursor to require remote sellers to collect and remit use taxes on sales from distant locations.

**Status:** Assembly Appropriations Committee, August 9th. Support.

o SB 1933 (Vasconcellos). New Economy Task Force.

This bill requires the creation of a state task force to look at the effects of the changing economy on the current tax structure and government service delivery. SB 1933 seeks a wide array of interested parties, including cities, to provide input on how to face the changes and opportunities provided by the new electronic economy.

**Status:** Assembly Information and Technology Committee, August 7th. Support.

o AB 1784 (Lempert). Internet Tax Moratorium. Three-Year Extension.

This measure continues the existing moratorium on any new discriminatory fees or taxes on Internet access charges by local government until January 2005.

**Status:** Senate Floor. Oppose.

o AB 1396 (Villaragosa). Conference Committee on State and Local Fiscal Reform.

The conference committee continues to meet to discuss various proposals for fiscal reform. Every thing remains on the table for discussion purposes. Of particular interest is the potential allocation of \$200 million assigned to the conference committee by the budget for "local fiscal relief." Discussions to date have not focused on the money, but will likely address that issue prior to the August 31st adjournment.

**Status:** Recommend active participation and seek fiscal relief.

Finally, Proposition 37, placed on the November ballot, takes aim at regulatory fees. The initiative is a clear strike against the California Supreme Court decision on *Sinclair Paint v. Board of Equalization*. This ruling stated that State fees imposed on manufacturers contributing to environmental lead poisoning were valid within the state's police powers and set the basis for regulatory fees. Proposition 37 would reclassify regulatory fees, such as landfill fees to provide site cleanup, nuisance abatement fees, and hazardous material spill response fees, as special taxes and thus require a two-thirds vote. The initiative has healthy support from a variety of industry groups. Finance officials should review the fees collected by their agency and compare to the wording and analysis of the initiative to determine the impact it may have on revenues. Background on this and other November initiatives can be found on the CalVoter ([www.calvoter.org](http://www.calvoter.org)) and the Legislative Analysts ([www.lao.ca.gov](http://www.lao.ca.gov)) Web sites.

## Chapter Meetings

*Chapter meeting  
announcements are  
available 24 hours  
and 7 days a week at  
[www.csmfo.org](http://www.csmfo.org)*

## Redwood Empire

Jim McAdler, Chapter Chair,  
Finance Director, City of Windsor

**Date:** Wednesday, August 13, 2000  
**Time:** 8:00 - 9:30 A.M.  
**Place:** Santa Rosa City Hall Annex (2nd  
floor conference room)  
90 Santa Rosa Avenue  
Santa Rosa, CA  
**Rsvr:** Jim McAdler @ 707/838-5354  
jmcadler@townofwindsor.com

## Desert Mountain

Kevin Smith, Chapter Chair,  
Finance Director/Treasurer,  
Town of Apple Valley

**Date:** Thursday, August 17, 2000  
**Time:** 10:00 A.M.  
**Place:** Apple Valley Airport  
Apple Valley, CA  
**Topic:** Impact of State's Budget on Local  
Government  
**Spkr:** Christian Nelson, Field Rep for  
Senator Pete Knight  
**Rsvr:** Kevin Smith @ 760/240-7700  
ksmith@applevalley.org

## Channel Counties

Christine Cohen, Chapter Chair,  
Assistant Auditor/Controller,  
Ventura County

**Date:** Thursday, August 17, 2000  
**Time:** 11:45 A.M. - 2:00 P.M.  
**Place:** Radisson Hotel - Arbor room  
600 Esplanade Drive  
Oxnard, CA  
**Topic:** Continue discussion on GASB 34  
implementation  
**Spkr:** Chuck Crandall  
Berryman & Henigar  
**Rsvr:** Shawna Engols @ 805/654-2742

## San Diego County

Kathy McHorney, Chapter Chair,  
Finance Manager, City of Santee

**Date:** Thursday, August 24, 2000  
**Time:** 12:30 - 3:30 P.M.  
**Place:** Del Mar Race Track  
**Rsvr:** By August 14, 2000. Call Dale  
Nielson @ 760/726-1340, ext.1023

## South San Joaquin

Jo Barrick, Chapter Chair,  
Administrative Services Director,  
City of Shafter

**Date:** Thursday, August 24, 2000  
**Topic:** GASB 34  
**Rsvr:** Jo Barrick @ 805/746-6361

## Orange County

Marc Puckett, Chapter Chair,  
Finance Director,  
City of Costa Mesa

**Date:** Thursday, August 24, 2000  
**Time:** 12:30 - 3:30 P.M.  
**Place:** Del Mar Race Track  
Pacific Pavilion (joint meeting with  
CMTA Division 1)  
**Rsvr:** Dale Nielsen @ 760/726-1340

## MARK YOUR CALENDARS

**League of California Cities  
Annual Conference**  
September 7-9, 2000  
Anaheim, CA

**UC Davis Summer Seminar**  
September 14, 2000  
Call toll free 800/752-0881

**CSMFO Weekend Training**  
November 17-19, 2000  
Sacramento, CA

**CSMFO Annual Conference**  
February 25-27, 2001  
San Jose, CA

**CMTA Annual Conference**  
April 23-27, 2001  
Riverside, CA

## Welcome New Members



### Chin-Yu (Jenny) Barnes

Accountant  
City of Cathedral City  
760/770-0321

### James Fabian

Assistant Vice President  
Fieldman, Rolapp & Associates  
949/660-8500

### Mark Griffin

Senior Management Analyst  
City of Sacramento  
916/264-5845

### Cindy Guziak

Budget Manager  
Orange County Fire Authority  
714/744-0538

### Scott R. Smith

Director of Internal Audit  
City of Beverly Hills  
310/285-2448

### Curtis Yakimow

Finance & Administration Manager  
Monte Vista Water District  
909/624-0035, ext. 110

## Movin' On

Tom Marston, former assistant  
finance director for the city of  
Montclair, is now finance director  
of city of Arcadia. Tom can be  
reached at 626/308-2800.  
Congratulations, Tom!



## Up the Ladder

### FINANCIAL SERVICES MANAGER-

City of Gardena, CA. Salary: \$5,257 - \$6,410 (under review). BA degree with emphasis in Acctg., Pub/Bus Admin. & 3 years' supvsy exp in gn'l acctg, muni/grant acctg. GFOA cert as pub fin ofcr or other cert of training, add'l grad work with emphasis in pub fin or CPA highly desirable in addition to required exp/educ. Proficiency in computer-based fin mgmt. & control systems & in Excel 97 or later version. Send app/resume by 8/21 to city of Gardena, Personnel Office, 1700 W. 162<sup>nd</sup> St., Gardena, CA 90247 (no faxed copies). 24-hr. job line 310/217-9515; chach@ci.gardena.ca.us. EOE

**REVENUE MANAGER**—City of Santa Maria, CA. Salary: \$4,621 - \$5,617 per month, plus excellent benefits. Under general supervision of the director of administrative services, performs highly responsible and professional work in planning, organizing, directing and reviewing programs and activities related to the management of the city's revenue sources. Primary functions include management of the city's investment portfolio, debt financing activities, banking services, revenue forecasting, and customer service activities (accounts receivable, utility billing, cashiering and tax collection services), and supervises customer service staff. Obtain flyer & official city app from HR ofc, 110 E. Cook St., rm. 1, Santa Maria, CA 93454, 805/925-0951, ext. 203 or visit [www.ci.santa-maria.ca.us](http://www.ci.santa-maria.ca.us). Applications must be received by 5:00 p.m., Thursday, August 10, 2000.

**FINANCIAL ANALYST I/II**—City of South San Francisco, CA. Salary: \$66,708 (FA II) annually; \$60,648 (FA I) annually. The city seeks a creative, energetic individual to take a new position with primary responsibility to forecast and monitor revenues, redevelopment areas property tax increment, and report on status of redevelopment and other major capital improvement projects. Other duties include monitoring bond funds and putting together a five-year financial forecast. The position will be filled depending on the skill set of the applicants. Requirements: FA II: three years of professional experience in municipal finance and/or public policy, and possess advanced Lotus/Excel experience and an ability to communicate effectively. FA I: two years of related experience, with

intermediate Lotus/Excel skills. Excellent writing skills required. Bachelor's degree in Economics, Public Policy or Administration, Business, Finance or related field required. A master's degree in a related field may be substituted for one year of experience. The city provides a comprehensive benefits package, and participates in both the PERS and Social Security retirement systems. Open until filled. Send resume and cover letter to Human Resources Department, city of South San Francisco, 400 Grand Ave., PO Box 711, South San Francisco, CA 94083; fax 650/ 829-6698; e-mail [web-hr@hr.ci.ssf.ca.us](mailto:web-hr@hr.ci.ssf.ca.us). EOE

### MANAGER, TREASURY & DEBT

**MANAGEMENT**—San Mateo County Transit District in San Carlos, CA. Salary: \$72,787 - \$103,453 + benefits. The district currently has an excellent opportunity for an experienced finance professional to develop cash flow models to minimize idle cash balances & maximize interest income earnings, and to coordinate bonds, Grant Anticipation Notes (GANs) and debt administration activities for the district, transportation authority, and the Joint Powers Board. Reporting to our CFO, you will review documents to ensure compliance with bonds & notes covenants and debt instruments, transfer GAN monies to bank from the trustee, coordinate payments ensuring timely grant draw-downs to comply with GANs covenants, and monitor timely receipt of grant funds to ensure reimbursements to the JPB as well as the investment of funds. You will also work closely with Engineering to develop GAN issues, monitor cash flow projections and ensure compliance with IRS requirements; review/reconcile monthly trustee statements; and oversee the performance of 5 staff members. Candidates must possess a BA/BS in finance or related field along with 3 years of experience in the areas of finance, accounting, auditing or grant management, 2 years of which must be in a debt administration or investment area and the supervision of staff. The position requires a solid understanding of computerized accounting systems, PC proficiency with software packages, including spreadsheet applications, and excellent organizational & written/verbal communication skills. Professional certificates such as CPA, CIA, CMA desirable. Application must be made by completing a samTrans employment application form, which is available at 1250 San Carlos Ave., San Carlos, CA 94070, or by calling 650/508-6308. Position open until filled. Resumes not accompanied by a

completed application form will not be considered. EOE/AA

### ACCOUNTANT - City of Azusa, CA.

Salary: \$3,444 - \$4,153/mo +excellent benefits. Performs a full range of professional accounting duties requiring application analysis and interpretation of accounting principles and accepted practices. Qualification guidelines: BA/BS in Accounting or related field & 2 yrs of accounting exp. municipal accounting experience preferred. For more information go to [ci.azusa.ca.us](http://ci.azusa.ca.us). Applications, required supplemental questionnaire & job announcement may be obtained at Human Resources Office, 213 E. Foothill Blvd., Azusa, CA 91702; 626/812-5241, Mon-Thurs: 7 am - 5:30 pm. Apply By: 5:30 pm, August 10, 2000. Resumes without an application will not be accepted (postmarks not accepted). EOE

### ACCOUNTANT - City of Rancho Palos

Verdes, CA. Salary: up to \$4,185/mo. DOQ. Performs professional accounting work. Maintains, analyzes and reconciles general ledger accounts, prepares monthly treasurer reports, reviews and assists in preparation of payroll and payroll reports, & assists in preparation of CAFR. Requires at least 2 yrs of professional level accounting or auditing experience and a B.A. with major course work in Accounting, Finance, Business Administration or related field. Apply by: August 11, 2000 or until filled. For city application, call job-line at 310/377-0360, ext. 308 or visit the [palosverdes.com/rpv/citymanager](http://palosverdes.com/rpv/citymanager).

**AUDITOR/CONTROLLER**—Golden Gate Bridge, Highway, and Transportation District in San Francisco, CA. The district operates and maintains the bridge and provides public transit service in the Golden Gate corridor. Golden Gate transit and Golden Gate ferry are funded by bridge tolls and fares; federal, state, and local subsidies; amortization of capital grants; and advertising. The auditor/controller is chief financial officer of the district and serves as a department head overseeing 25 employees. The auditor/controller directly supports the board of directors, the general manager, and division/department heads. BA with major in Accounting required, MBA and/or CPA desirable. For a brochure or more information please call 916/485-8102, email

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## Up the Ladder, *continued*

recruit@dmg.maxinc.com, or visit [www.dmgmaximus.com/recruit](http://www.dmgmaximus.com/recruit). To apply, submit your resume by September 11, 2000 to DMG-MAXIMUS, attn: Chuck Neumeyer, 4320 Auburn Blvd., Suite 2000, Sacramento, CA 95841, fax 916/977-3803.

**ACCOUNTING MANAGER** – City of Ukiah, CA. Salary: Up to \$52,599 (total annual compensation package), includes 13 days management incentive pay and flex plan dollars. \$3,027 - \$3,680/month, plus benefits. PERS 2% at 55, city paid; performs accounting tasks involved in the preparation and maintenance of the city's accounting records; assists in preparation and control of city budget; designs and implements accounting systems; provides highly technical and staff assistance to the director of finance in a variety of fiscal management assignments. Education and exp. equivalent to bachelor's degree in accounting and 4 years exp. in general ledger accounting, with 2 years of municipal finance experience. Apply by 5:00 p.m., Friday, August 18, 2000. City of Ukiah application form required. Please contact city at 707/463-6200. EOE

**BUDGET AND FISCAL OPERATIONS MANAGER (Class 1683)** – City and county of San Francisco in San Francisco, CA. Salary: \$70,966 to \$86,234 annually. Responsible for a wide range of budget and fiscal analyses, financial projections, and special studies. Supervises staff in the development and submission of the city budget; develops budgeting methods, procedures, and controls; prepares, interprets and implements city budget instructions; directs drafting of legislation to enact annual and supplemental appropriation ordinances; prepares other fiscal legislation as necessary; and represents the controller at the Board of Supervisors and Finance committee meetings. Qualifications include a baccalaureate degree, preferably with major coursework in business, public administration, accounting, finance, statistics, economics or a closely related field and six years of progressively more responsible financial management experience, including budget planning, analysis and control and econometric analysis.

**ADMINISTRATIVE ANALYST/BUDGET ANALYST** - City of Glendale, CA. Salary: \$4,091 - \$5,062/month. The city seeks an individual to perform a variety of professional and administrative duties within the finance and administrative services division, including performing budget projections, conducting financial analyses, and preparing related reports. Requires a bachelor's degree in finance, accounting, economics, business admin., public admin., or related field, plus one year of recent experience in financial analysis or accounting, preferably in a municipal or other government agency. Apply asap. Position is open until further notice, and recruitment may close at any time. Must submit both application and supplemental app. form by closing date. 818/548-2110.

**REVENUE MANAGER (Class 1824RM)** – City and county of San Francisco in San Francisco, CA. Salary: \$64,676 to \$78,613 annually. Oversees the revenue analysis group. Responsible for identifying and tracking all major general fund revenue sources of the city; performing complex revenue forecasting and historical trend analysis; monitoring and assessing federal and state legislation for financial and budgetary impact; reviewing tax structures and fee schedules and analyzing impacts of potential changes; preparing periodic reports to the mayor and Board of Supervisors on the city's financial performance; responding to requests for information from the public, city departments, outside agencies, the press, and others; preparing bond official statements and bond secondary disclosure reports; and other related tasks. Requires a BA degree and six years of experience in budget, financial/fiscal analysis, legislative/policy analysis. The ideal candidates will have a background in government revenue management, ability to handle multiple tasks simultaneously, strong verbal and written communication skills, and supervisory experience. Minorities, women, individuals with disabilities are encouraged to apply. The city and county of San Francisco is an equal opportunity employer.

**ACCOUNTANT I** – City of Porterville, CA. Salary: \$2,843 - \$3,469/mo., plus city pays employee's 7% share of PERS. Incumbents in this position, under general direction, perform professional accounting duties in the preparation of financial reports and/or statements, development of accounting systems and analysis of financial records;

may supervise the work of clerical and technical personnel. Requirements include: a bachelor's degree in Accounting, Business Administration or related field, plus 3 yrs. of clerical/technical accounting experience, preferably in a governmental or public agency setting; or any combination of training and experience that provides the desired knowledge and abilities; must be able to work on multiple projects, have strong computer skills and general ledger exp. A city of Porterville application form must be submitted to the city of Porterville, Personnel office, PO Box 432, Porterville, CA 93258, by 5:00 P.M., Friday, August 25, 2000. For required application, call 559/782-7441. EOE.

**ACCOUNTING OPERATIONS SUPERVISOR** - City of Monrovia, CA. Salary: \$3,513 - \$4,484/mo. Req. undergraduate degree in Bus. Admin., Acctg., or closely related fld. plus 3 yrs. prog. resp. prof. exp. in municipal. acctg. work, incldg. 2 yrs. in a supervisory capacity. Familiarity w/MS Word and Excel desirable. Call for city applic: city of Monrovia/Human Resources Department, 415 S. Ivy Ave., Monrovia, CA 91016 or call 626/932-5592, ext. 270; [ci.monrovia.ca.us](mailto:ci.monrovia.ca.us). Closes 8/24/00.

## How Can I Advertise?

Here's how to advertise your city's vacant position in the *CSMFO mini-News*: email ad to [nguyenm@cacities.org](mailto:nguyenm@cacities.org) (attachment must be in rich text format only), or fax to 916/658-8240, attention Mai Nguyen. The 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.