



President's Message

Bill Statler, Financial Director, City of San Luis Obispo

June 2001

If it's June, this must be the budget. By now, most of us have prepared our Preliminary Budgets and started presenting them to the Council (or other governing bodies in the case of special districts). Perhaps more than ever, these uncertain times demonstrate that "budgeteering" is as much art as it is science. (And come to think of it, GASB 34 will make this true of financial reporting as well. But this is a "Fall" topic, so I'll spare you a rant on this until then). There are enough mixed signals on the economic horizon to confound even the most experienced vexologist (look it up).

And the State isn't making it any easier. In a rational system of state-local government relationships, the State's budget woes just shouldn't be a concern for us. But as that great literary figure "Hawk" (from Robert Parker's *Spenser* novels) is fond of saying: "Pretty to think so." The simple but harsh fact is that the State's budget actions can have a far more profound affect on us than any other single factor. And the State's budget outlook doesn't look good—and that's not good for us.

Putting the State's Budget into Perspective. Last year, when the State had a \$12 billion surplus, cities were barely on the radar screen. From

the \$4 billion per year State grab of "ERAF" property taxes, the State provided \$212 million to local government as one-time relief. Along with this, they provided \$100 million in one-time law enforcement technology grants. Just a few short months (and several lifetimes) ago in January 2001, the Governor's budget projected an \$8 billion surplus. Again, even in a time of perceived plenty, we were a very small blip on the State's radar screen, with basically the same one-time package as the previous year. This got even worse when the Governor recently issued his "May Revise." From a discretionary revenue perspective, we are no longer even specks on the horizon: there is no ERAF relief; and law enforcement technology grants are down by 75% to \$25 million.

And this is the good news. Because at this point, in following the Hippocratic oath ("first, do no harm"), the status quo is the best we can hope for from the State. Via our CSMFO group email, we recently learned from Bob Leland (City of Fairfield): "The advance word from city managers who attended the League of Cities

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GASB 34 Training

**June 25 - 27, 2001
Cerritos, CA**

**August 13 - 15, 2001
Costa Mesa, CA**

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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.

Don't forget to visit the website at www.csmfo.org for the latest news!

California Society of Municipal Finance Officers

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 Zenda James, Alameda

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 Bob Torrez, Long Beach

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Technology

Mark Alvarado, Monrovia
 Don Rhoads, Monterey
 John deRussy, San Mateo

Scholarship Program

Robert S. Biery, Westlake Village
 Candis Hong, Thousand Oaks
 Howard Longballa, Alhambra

President's Message (cont'd)

lobbying day in Sacramento on May 24 is that key legislative staffers told them the VLF back-fill will be eliminated in this budget to help the State balance its books (surprise, surprise). Finance officers will need to be ready with the impact on their cities, and figure out how best to support their cities' efforts to defeat this potential fiscal catastrophe. Hopefully, this was just a trial balloon—but even so, it means legislative staff are probing to see how stiff the opposition is likely to be." League staff has tried to confirm that a formal proposal is floating around either the Assembly or Senate and, so far, discovered no such efforts are currently under consideration.

Looking Ahead. The Governor's "May Revise" projecting a \$3.5 billion shortfall in next year's revenues is just the tip of the iceberg. All of his proposed adjustments are one-time. The Legislative Analyst's Office (one of the most credible sources in the State on fiscal issues) says the 2001-02 budget will lead to a \$4 billion deficit in 2002-03. And because of all the uncertainty, the State Budget Chair wants at least a \$3 billion reserve (compared with \$1 billion proposed by the Governor).

Long Story Short. Going back to the "city well" once again looks like a real possibility for the State. As discussed above, VLF is now one of the usual suspects.

And a cut in the VLF-backfill would be even more treacherous than the ERAF budget grabs of the mid-90's. Let's give the devil its due: when the State first grabbed our property taxes back in 1992, it stole 'em fair and

square in the time-honored tradition of all respectable burglars: it snuck-in (literally) to our homes in the middle of the night, without any warning. There were no promises or commitments (other than perhaps: "You ain't seen nothin' yet.").

However, this is not true of the VLF cut and the State's backfill promises. Our collective position on this was very clear at the time: we have no opinion as to whether the *State* should cut *State* taxes: this is a legitimate topic of policy discussion at the *State* level. (In short, we don't have a dog in this fight.) However, if the *State* should decide that a *State* tax cut is appropriate, then it should cut a *State* tax, **not** a local one like VLF. And the State's response? First, they were shocked (one assumes a little like Claude Rains in *Casablanca*): "Why don't you trust us on this? We promise: we'll never take the backfill away." Second, with this came their solemn promise: honest—it's yours forever. (Even at the time, it felt more than a little like nineteenth century Federal-Native American policy.) Unfortunately, I went on-line to the *State's Budget Glossary*, and I looked-up the term "forever." The definition was: "Until it's convenient to do otherwise."

The moral of this tale: Pay very close attention to the State's budget process; and if the concept of VLF cuts does rear its ugly head, make sure (as suggested by Bob Leland) that the opposition is very stiff. There are three excellent ways of watching for this: the League's Priority Focus (available via email); the CSMFO email list; and the CSMFO's legislative seminar on June 20 in Sacramento.

Chapter Corner: Central Valley

Susan Halligan - Finance Director, City of Lathrop

The Central Valley Chapter consists of cities within San Joaquin, Stanislaus, Merced, Calaveras and Tuolumne Counties. The Central Valley Chapter meets on the third Thursday of odd numbered months. Member cities rotate hosting the luncheon meetings. Sharing hosting responsibilities lightens the load, creates friendliness and develops leadership within the Chapter. In fact, our own Zane Johnston of Tracy is a Director of the CSMFO Board (way to go, Zane!) The Chapter strives to have centrally located meetings so that members can more easily attend. All are welcome and encouraged to attend these informal meetings.

The January 2001 meeting was hosted by City of Los Banos at Espanas Restaurant in Los Banos. The speaker, Teresa Rosas of the Federal Reserve Bank in San Francisco, spoke about ACH direct payment. The Federal Reserve has conducted a number of informational planning meetings in the Central Valley in the last year and a half regarding ACH debit for City utility and other customer payments. A number of Central Valley cities have explored the idea of advertising and enrolling customer direct payments by "piggybacking" on public utility and business mailings as a means to reach a wider audience and provide a one-stop signup.

In March 2001 the City of Lathrop hosted a meeting at Chez Shari's in Manteca. The restaurant is open for lunch only and is located in the City's golf course clubhouse. The speaker was Eileen Park, Treasury Program manager and LAIF Administrator. Eileen gave an informative overview of the Local Agency Investment Fund.

She brought a staff member, Connie Kim. Many of us have spoken to Connie for years but have never had the pleasure of meeting her. Among the information presented, LAIF had the foresight to sell its investment in PG&E stock shortly after the utility deregulation plan was announced. Eileen also explained that Local Agency funds are kept legally separate from State of California funds so that the State cannot use them for operating expenses. Most of the local agencies investing in LAIF are small, since there is a limit (\$30,000,000 as I recall) to the total amount an agency may invest in LAIF.

In May 2001 the City of Tracy hosted a meeting at the Tracy Golf and Country Club in Tracy. The weather was great and so was the view. The speaker was Dr. Nick Pinhey, Public Works Director from City of Tracy. Nick gave an informative talk, "A Fascinating Look at Water Resources." Nick's charts of population expansion and demographics in California were drawn from Department of Water Resources and other sources of information. The last major dam constructed in California was New Melones in the 1970's. Remember the protestor who chained himself to a rock? Everyone at the meeting agreed we are all concerned with water issues in California. The availability of water (or lack thereof) will affect all of us for the next twenty years and beyond.

Whether you are a member of the Chapter or not, you are always welcome to attend. If you would like to be added to our mailing list, please contact me at shalligan@lathropgov.org.

PG&E Bankruptcy Task Force

The League Board has appointed a task force to assist cities in understanding the bankruptcy proceeding and determining if a bankruptcy claim should be filed. In addition to city attorneys and city managers, the committee also includes finance representatives, Mary Bradley, Tim Hansen and Steve Temple. A FAQ sheet and Bankruptcy Checklist have been placed on the League's website at www.cacities.org under All About Energy. The FAQ sheet will be continuously updated as new information becomes available.

The League will be circulating a survey to city managers, city attorneys and finance directors to determine the volume of city claims in the bankruptcy proceeding and if there are future steps the League can and should take on behalf of cities. Several counties have coordinated efforts in hiring legal counsel to assist in filing bankruptcy claims. League staff members have been in contact with county representatives and will continue to discuss opportunities to coordinate efforts.

The survey will be mailed the first week of June and responses are requested by June 15. City finance officers are encouraged to participate in this information gathering process so the financial impact of the PG&E bankruptcy on cities can be fully understood.

**Please email or fax
your meeting
announcements
to Amy Castro at
castroa@cacities.org
or (916) 658-8240**

League of California Cities Directors Report

Steve Temple, Fiscal Officers Board Member

Grassroots Network

The League Board met on April 27th and 28th in Vacaville the home city of the current President Mayor David Fleming. Our Executive Director Chris McKenzie has accomplished the very difficult task of bringing the board to a unanimous position of support for the "Grassroots Network." The Grassroots proposal will now be submitted to the membership of the League for the necessary 2/3 approval. Cities will need to individually act on the proposed amendment to the League bylaws by June 29th. Please be sure to check with your City Manager to insure action is taken on this very important league initiative. A good "Practice Tip" would be to insert the approval into your budget resolution directing the Mayor to sign the bylaws amendment. Look to the Grassroots proposal to create a team of 14 legislative advocates in 10 offices across the state. The advocates will focus on promoting the League's legislative priorities thru December 2008. Accountability for the effort is a priority with the League Board granted the ability to discontinue the grassroots network at any future time.

Fiscal Reform

The League Fiscal Reform steering committee submitted a report on the likelihood of a reform ballot measure passing. The results indicated the biggest issue with voters will be unfunded mandates. While protecting revenues and accountability trail as issues. The return of ERAF is not as popular as perhaps stopping unfunded mandates. The board returned the work in progress to the League /

CSAC task force for further refinement.

Energy Crisis

Crisis is perhaps the best term for what cities will experience during early summer. The impacts of state spending to offset the drain of state cash cannot yet be fully projected. It is clear that the final shoe has not yet dropped on the impact to the state budget and perhaps we will not even know by July even if a spending plan is in place. What is certain is that caution in forecasting state revenues will be quite prudent given the potential drain on cash and state revenues. Good luck in budgeting and remember caution is a good thing.

MARK YOUR CALENDARS



GFOA Conference

June 3 - 6, 2001
Philadelphia, PA
Preconference
June 1 - 2, 2001

CSMFO Legislative Seminar

June 20, 2001
Sacramento, CA

****PLEASE NOTE DATES****

GASB 34 Training
June 25 - 27, 2001
Cerritos, CA

August 13 - 15, 2001
Costa Mesa, CA

Updated Publication for City Finance Officials

The Municipal Revenue Sources Handbook has just been updated and will be available at the CSMFO Legislative Seminar in Sacramento on June 20. The last edition was published in 1995. At that time, the opening quote was, "The ways cities are financed has changed significantly over the past 15 years." The same comment applies to the 2001 edition. Since the last edition Proposition 218 was passed, once again changing the playing field in local city finance. This handbook will assist city officials in understanding the history and sources of municipal revenues over the past ten years.

The handbook begins with a history of the ballot measures that have affected city revenues since Proposition 13. A section on the California constitutional and government code provisions granting cities the authority to generate certain revenues is included. Sections of the handbook examine categories of revenues such as: general and special taxes; state-administered revenues; other intergovernmental sources; locally raised revenues; innovative sources developed by cities; and debt financing alternatives. This edition adds a new section on utilities and rate setting.

An order form for the handbook is attached. Those placing their order by June 15 may pick up their copy at the Legislative Seminar. Copies may also be purchased at the seminar. For those not able to attend the seminar, the Handbook can be ordered through the League publications department via FAX at 916/658-8240 or by mail to 1400 K Street Suite 400, Sacramento, CA 95814. All city finance offices will want at least one copy for their reference library.

State Budget Goes to Conference Committee

With the release of the Governor's May Budget Revisions, local government officials saw many of the Governor's funding proposals for local government disappear. Gone are the \$250 million in discretionary funding for cities and counties. Also, included in the revisions were eliminating \$200 million in jobs/housing incentive grants; reducing beach clean-up from \$100 million to \$10 million; cutting \$177 million from the infrastructure bank; slashing law enforcement equipment fund from \$75 M to \$25 M; dropping \$37.5 M in brownfields insurance; and halving the river parkway program from \$70 to \$35 million. So far Citizens Options for Public Safety (COPS) and street and road maintenance funds have been spared.

Before the Memorial weekend, the Assembly sent their budget to conference committee with few revisions. After identifying an additional \$1.4 billion in cuts in programs and revenues, the Senate deferred final vote until after the holiday. Most of these cuts came from state trust funds and surcharges. In addition, another \$99 million was cut from the Infrastructure Bank. Expressing concern over the Legislative Analyst's Office projection of a \$3.5 billion shortfall in next year's revenues, Senator Steve Peace, chair of the Senate Budget Committee, and others stated a strong desire to achieve a \$3 billion reserve next year. The current Assembly budget is approximately \$700 million. Under this backdrop, the budget now goes to the legislative budget conference committee. Local officials should be prepared to respond if any actions are taken to raid the funds still

targeted for local government. To learn more about the budget negotiations, plan on attending the CSMFO Legislative Seminar on June 20. Registration forms are available on the website. If you are unable to submit payment by the June 6 deadline, you may fax the registration by June 15 to 916/658-8240 indicating that payment will be made on-site.

Attention City Finance Officers

The League of California Cities has received a tremendous response to the survey on the fiscal condition of cities in California that was mailed to fiscal officers earlier this month. To encourage more cities to respond, the survey deadline has been extended to Friday, June 8th.

Because completing surveys requires a substantial commitment of time, each city that responds has the choice of receiving a complimentary copy of the Institute for Local Self Government's Proposition 218 Implementation Guide 2000 or the "Picture Yourself in Local Government Classroom" Set, an educational resource for grade 7-12 students designed to promote understanding of local governance and civic participation. It offers lesson plans, student guides and a video that would be a wonderful contribution to a local school.

If you have any questions about the survey, please contact Charles Summerell at 916/658-8259 or summerc@cacities.org.

Hot Topics for December

The League's fiscal officer department program committee will be meeting on June 27 to brainstorm program topics for the Financial Management Seminar in December. The committee would welcome ideas. If you have any suggestions, forward them to Frances Medema at the League (e-mail medemaf@cacities.org or 916/658-8218).

CSMFO Mini-News

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Sacramento, CA 95814

Contact: Amy Castro

916/658-8210

Fax: 916/658-8240

E-mail: castroa@cacities.org

Website: www.csmfo.org

GASB 34 Training

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Registration
information will be
available on the
CSMFO website
(www.csmfo.org)
beginning June 8, 2001

Welcome New Members


Shell Mercurio

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916/985-0870 fax
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dennis.swink@westcov.org

Severo Esquivel

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Jill Hufford

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Susan Van Note

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vann_su@sanbag.ca.gov

Roster Updates

Howard Longballa

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PO Box 351
Alhambra CA 91802-2351
(626) 570-5027
(626) 308-4868 fax
longballah@cityofalhambra.org

Pamela Ehler

Dir. of Finance & Info. Systems
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Brentwood CA 94513
925/516-5400
925/516-5401 fax
pehler@ci.brentwood.ca.us

*Please check your copy of
the roster to be sure all
information is correct.
If it isn't, please send
corrections to Amy Castro
via email at
castroa@cacities.org
or via fax to 916/658-8240.*

Chapter Meetings



San Gabriel Valley

Josh Betta, Finance Director
City of South Pasadena
& Tracey Hause, Admin. Svcs. Dir.
City of Arcadia
Chapter Co-Chairs

Date: Wednesday, June 20, 2001
Time: 11:15 a.m. - 1:30 p.m.
Place: Four Points Sheraton Hotel
(formerly the Wyndham Garden Hotel)
700 West Huntington Drive
Monrovia, CA 91016
Phone (626) 357-5211
Sched: 11:15 - 11:30 - Registration
11:30 - 12:15 - 1st Speaker
12:15 - 1:00 - Lunch
1:00 - 1:30 - 2nd Speakers
Spkrs: (1) *John Fitzgerald*, Managing Director, Seidler-Fitzgerald
(2) *Anthony Tartaglia*, District Manager, The Gas Company
Lara Blakely, Region Manager, So. California Edison, and Mayor, City of Monrovia
Topics: (1) "Variable-Rate Financing"
John Fitzgerald
(2) "Energy Crisis Update"
Anthony Tartaglia and Lara Blakely
Menu: The Deli Buffet
RSVP: Please confirm your attendance by calling Kelley Williams of the City of Arcadia at (626) 574-5465, or by e-mail: kwilliams@ci.arcadia.ca.us by June 14 at 5:00 p.m. (No shows may be billed).
Cost: \$25 per person - payable at the door (Make checks payable to the City of Arcadia)

Coachella Valley

Craig Graves, Chapter Chair
Finance Dir., City of Coachella

Date: Monday, June 18, 2001
Time: 12:00 p.m.
Place: Roughley Manor
74-744 Joe Davis Drive
Twentynine Palms, CA 92277
760/367-3238
Menu: Buffet- Includes turkey croissant, pasta salad, stuffed mushrooms, potato quiche, deviled eggs, fruit, salad, dessert and drinks
Cost: \$15.00 per person
Spkr: Walter West, Vice President – O'Connor and Company
Topic: How to Cope with the Recent Turmoil in the Bond Market
RSVP: No later than Monday, June 11, 2001. (Reservations not cancelled by this date will be billed.)
Cindy Butcher 760/367-3799

Orange County

Darren Hernandez, Chapter Chair
Finance Director, City of La Habra

Date: Thursday, June 28, 2001
Time: 11:30 a.m.
Place: Turnip Rose
300 South Flower
Orange, CA
714/978-7021
Spkr: Deborah Kanner, Treasury Program Manager for the State of California Treasurer's Office
Topic: "Is the State's LAIF Safe?"
RSVP: Dawn Lakin, Secretary to the Finance Director, at 562/905-9740 or dawn_lakin@lahabracity.com no later than Friday, June 22, 2001. Reservations not cancelled by this date will be billed.
Cost: \$25 per person

North Counties

Carolynn Thomas, Chapter Chair
Asst. Finance Dir., City of Eureka

Date: Thursday, June 28, 2001
Time: Noon to 1:30 p.m.
Place: The Sea Grill Restaurant (in Old Town), 316 E Street, Eureka
Topic: Roundtable - Please be prepared to share one topic of concern for your agency during our roundtable discussion
Menu: Oven broiled salmon, stuffed chicken, French dip sandwich or soup & salad bar
RSVP: Carolynn Thomas
Assistant Finance Director
City of Eureka
531 K Street
Eureka CA 95501-1146
707/441-4114, fax 707/441-4391, email cjthomas@eurekaweb.com
Please make checks payable to the City of Eureka. Reservations not cancelled by June 20, 2001 will be billed.
Cost: \$15 per person

San Diego County

Gil Rojas, Chapter Chair
Finance Dir., City of Escondido

Date: Thursday, June 28, 2001
Time: 11:30 a.m. - 1:30 p.m.
Place: Quality Resort
875 Hotel Circle South, San Diego
Spkr: Greg Smith, San Diego County Assessor
RSVP: Lisa Palmer, City of Escondido
lpalmer@ci.escondido.ca.us
Cost: \$20 - Government Members, \$25 - Commercial Members

Up the Ladder

FINANCE MANAGER – City of Cupertino, CA. Salary: \$76,536 - \$93,012 annually, plus excellent benefits, including city paid employee contribution to PERS and flexible work schedule. 5% raise anticipated July 1, 2001. The city seeks a highly motivated and experienced “hands on” professional to assist the Director of Administrative Services and manage the Finance Division. Responsibilities include planning, organizing and coordinating all Division activities and preparing the City’s financial statements and budget. The Manager supervises an Accountant and three Account Clerks and participates in the examination and analysis of records including accounting, payroll, purchasing, business licenses and receivables. The Finance Manager also serves as Deputy Treasurer. Candidates should have at least five years municipal finance experience and a Bachelor’s degree in Accounting, Business or related field. Interested individuals should submit a resume, current salary and a list of three work-related references to: City of Cupertino, Human Resources Division, 10300 Torre Avenue, Cupertino, CA 95014 by June 25, 2001. City applicants are encouraged to visit our web site at www.cupertino.org or call (408) 777-3220 for more information.

SENIOR ACCOUNTANT - City of Big Bear Lake (Salary \$44,262 - \$53,801/yr + Benefits). Mid-management position responsible for the development and administration of the City’s annual operating budget, overseeing the preparation of required financial reports, ensuring compliance with internal audit procedures, completing special projects, and providing guidance and recommendations regarding financial and related matters. This position exercises functional supervision over clerical, technical and para-professional staff. Requires a Bachelor’s degree in Accounting, Finance, or related field, and four years experience as an accountant for a public sector organization. A Master’s degree in a related field is preferred. **APPLY IMMEDIATELY:** Open until filled. Please send resumes to: City of Big Bear Lake,

Attn: Human Resources, P.O. Box 10000, 39707 Big Bear Blvd., Big Bear Lake, CA 92315 (909) 866-5831 EOE/ADA The work environment is drug, alcohol, and smoke free.

SENIOR ACCOUNTANT - Chula Vista, CA. Salary: \$5,006 - \$6,085 Monthly. For qualifications, application and job info, pick up job flyer at: 276 4th Avenue, Chula Vista, CA 91910 or visit our website at www.ci.chula-vista.ca. Job Hotline: (619) 691-5095. Deadline: 5:00 pm on June 29, 2001. AN EEO/AA/ADA EMPLOYER

ADMINISTRATIVE OFFICER - City of Ontario, CA. Located at the base of the San Gabriel Mountains in western San Bernardino County, the City of Ontario (population 158,000) is recognized as the economic heart of the Inland Empire. The City has approximately 950 full time employees and 300 part time staff who support a common goal of providing excellent customer service to the community. The City’s operating budget for FY 2000-2001 is \$180.9 million. The City seeks three energetic, goal-oriented, personable, motivated and ethical individuals to serve as Administrative Officers in the Departments of Police, Public Works and Development. The Administrative Officers will perform advanced level professional administrative support and evaluate comprehensive policy, human resources issues, budgets and organizational procedures and services for the City. The positions require a bachelor’s degree in public or business administration or a closely related field; a master’s degree, six years of progressively responsible management experience and knowledge of municipal finance is preferred. The salary range is \$5,461 - \$6,666 per month; placement within the range will be determined based on qualifications and experience. Please submit your resume by July 13, 2001 to Bob Murray, Bob Murray and Associates, 735 Sunrise Avenue, Suite 145, Roseville, CA 95661, (916) 784-9080, fax (916) 784-1985 or e-mail apply@bobmurrayassoc.com. Brochure available.

FINANCE DIRECTOR/DEPUTY CITY TREASURER - City of La Puente, CA. Salary: \$6,188 - \$7,521 per month, plus excellent benefits. The city, population 40,000, is recruiting for a finance director. The ideal candidate will be an experienced professional capable of supervising the city’s finance, accounting and purchasing operations, and directing the operations of the Finance Department. The finance director is responsible for overseeing the preparation of the city’s annual budget. The ideal candidate will have a thorough knowledge of governmental accounting practices and procedures, budgeting and control, accounting, auditing, financial reporting, cash management and investments. Qualifications include Bachelor’s Degree in Accounting, Finance, Business, Public Administration or related field, supplemented by five years of related, progressively responsible experience. To apply, qualified candidates must submit a completed city application form and resume to the city of La Puente, 15900 E. Main Street, La Puente, CA 91744, attention Personnel Officer by June 8, 2001. To request a recruitment brochure or additional information, please call (626) 855-1500. www.lapueente.org

FINANCE DIRECTOR - City of Half Moon Bay, CA. Located in San Mateo County, the City of Half Moon Bay (population 11,842) lies on the Pacific Coast nestled between the dramatic green Santa Cruz Mountains and some of the most beautiful coastlines that California has to offer. The City has 56 staff and a FY 2000-2001 budget of \$18.7 million, with \$6.9 million allocated to the General Fund. The City received CSMFO’s 1999-2000 Award for Outstanding Financial Reporting. The Finance Department’s three staff members are responsible for treasury, management information systems, analysis and reporting, budget and expenditure accounting, revenue and collections, risk management, materials management and payroll services. The City seeks a new Finance Director who emphasizes customer service, and is proactive, creative and a

continued on next page

Up the Ladder (cont'd)

strategic thinker. Strong leadership and management skills are essential as is a reputation for personal and professional integrity. The position requires a BA in accounting, finance, business/public administration or a related field; a MBA/MPA and CPA certification is preferred. Four years of progressively responsible professional public accounting experience in a relevant setting is expected. Salary will be determined based on qualifications and experience. Please submit your resume by July 31, 2001 to Emily Waechter or Bob Murray, Bob Murray and Associates, 735 Sunrise Avenue, Suite 145, Roseville, CA 95661, (916) 784-9080, fax (916) 784-1985 or e-mail apply@bobmurrayassoc.com. Brochure available.

FINANCIAL SERVICES MANAGER - The City of Claremont is recognized throughout the state as an innovative, fast paced, energetic and dynamic organization. For over a decade, Claremont employees have been empowered to balance their personal and professional lives through programs such as flex time, alternative work week schedules and telecommuting. Glenn Southard has served as the City Manager for 13 years. The Mayor and four City Council members are bright, energetic, dedicated to the community, and supportive of staff. We are looking for an addition to our award winning staff. If you enjoy complex challenges, team problem solving, intelligent and involved citizens, and an abundance of creative thinking, we invite you to apply for this career opportunity: **FINANCIAL SERVICES MANAGER** (\$5407-\$6532). In addition to managing a professional and support staff of six responsible for business license, sanitation utility billing, payroll, accounts payable and receivable, and business license, the Financial Services Manager will work with the City Manager and Economic Development staff in developing financing plans for land acquisition, refinancing Redevelopment Agency bonds and evaluating creative alternatives for financing large and small development projects. The Financial Services Manager will also work closely with the City

Manager in developing five-year revenue and expenditure forecasts for the City's 30+ funds. He/she will manage the City's investments, work with the Citizen/Council Investment Committee and refine internal control systems. It is expected that the Financial Services Manager will be involved in preparing the City's two-year budget and annual CAFR, and it is expected that both these documents will continue to receive CSMFO and GFOA awards. Bachelor's Degree in Finance, Business Administration or related field required and CPA highly desirable. The City of Claremont offers a flexible and generous benefit program which includes: fully paid 2% @ 55; 15 days vacation after one year; twelve holidays per year (3 are floating holidays); 80 hours administrative leave per year, 40 of which can be sold back; \$660/month for health and welfare benefits and/or deferred compensation; \$200 per month auto allowance; matching deferred compensation incentive based on years of service, telecommuting, alternative work week schedules and flex time. Call for application materials: (909) 399-5447, or request by e-mail: tmoreno@ci.claremont.ca.us. Resumes and a completed City application form should be submitted no later than June 8, 2001 to: Bridget Healy, Assistant City Manager, City of Claremont, 207 Harvard Avenue, P.O. Box 880, Claremont, California 91711-0880.

FISCAL OPERATIONS MANAGER - Ventura Regional Sanitation District. Salary: \$5,074 - \$6,182/mo. Excellent benefits including additional \$410/mo cafeteria plan. Innovative special district providing regional solid waste, potable & recycled water and wastewater services in desirable Ventura County seeks an individual with strong technical and managerial experience to become a key member of the Finance Department management team. Position reports to the Director of Finance & Administration and is responsible for supervising a staff of six performing accounts payable, accounts receivable, general & fixed asset accounting, customer billing, internal

auditing, financial reporting, budget development and grant & debt administration. Resumes are welcome, but District application and Supplemental Questionnaire are required in order to be considered. Information about the District and the position are available on our Website (www.VRSD.com). Phone: 805-658-4663. Deadline: July 12, 2001.

BUDGET & FINANCE MANAGER - City of Ventura, CA. \$5323-\$7133/mo. Requires BA in Accounting AND 5 years professional experience in management and supervision of municipal budget and accounting activities. MA preferred. Open until filled; apply immediately at 501 Poli Street, Room 210, P.O. Box 99, Ventura, California 93002. (805) 658-4777 or www.ci.ventura.ca.us. EOE.

GENERAL ACCOUNTING SUPERVISOR - City of Ventura, CA. \$4,057-\$5,436/mo. Beautiful seaside city seeks professional accountant to oversee general ledger, grants and financial reporting staffs. Requires BA in Accounting AND at least 5 years professional accounting experience including supervision. Local California agency experience preferred. CPA desirable. Open until filled; apply immediately at 501 Poli Street, Room 210, P.O. Box 99, Ventura, California 93002. (805) 658-4777 or www.ci.ventura.ca.us. EOE.

INVESTMENT OFFICER - City of Los Angeles, CA. Salary: \$5,558-\$8,592/mo. Knowledge of investment program asset classes, purchasing and selling of investment instruments, administer programs for a retirement system or treasurer and prepare investment performance reports. Bachelor's degree w/ 3-4 yrs related experience. Visit the City's website www.lacity.org/per for detailed job description, minimum reqs and application. Submit application to the City of Los Angeles Personnel Department, 700 E. Temple Street, Room 100, Los Angeles, CA 90012. Contact: Elizabeth Jimenez-Scaggs at ejimenez@per.lacity.org or 213/847-9257. Filing deadline: June 21, 2001.

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Up the Ladder (cont'd)

FINANCIAL ANALYST – City of Los Angeles, CA. Salary: \$4,252-\$5,282/mo. Responsible for contract, lease and franchise proposal analysis. Knowledge of financial aspects of construction, agreements or franchises. Bachelor's degree: finance, economics or bus admin and two years related experience. Visit the City's website www.lacity.org/per for detailed job description, minimum reqs and application. Submit application to the City of Los Angeles Personnel Department, 700 E. Temple Street, Room 100, Los Angeles, CA 90012. Contact: Elizabeth Jimenez-Scaggs at ejimenez@per.lacity.org or 213.847.9257. Filing deadline: June 21, 2001.

CHIEF TAX AND PERMIT DIVISION – City of Los Angeles, CA. Salary: \$6,168-\$9,281/mo. Directs or assists in directing the operations of the Tax and Permit Division in the Office of Finance. Two years experience as a; 1) Sr Tax Auditor, or 2) manager/ asst division chief with a govt'l agency managing staff engaged in all activities related to collection of taxes, permit fees, or other revenues. Visit the City's website www.lacity.org/per for detailed job description, minimum reqs and application/ supplement. Submit application and supplemental information form to the City of Los Angeles Personnel Department, 700 E. Temple Street, Room 100, Los Angeles, CA 90012. Contact: Laura Thomas at lthomas@per.lacity.org or 213.847.9251. Filing deadline: June 21, 2001.

ACCOUNTING TECHNICIAN I - City of Chico, CA. Salary \$2,519 to \$3,375/month. Perform cash reconciliations, prepare and analyze financial reports; operate computerized accounting systems, perform related clerical accounting work of a technical nature. Current vacancy has emphasis in the analysis of financial records and financial reporting. This recruitment is also being used to establish an eligibility list for other positions whose responsibilities may include payroll analysis and maintenance, monthly bank and investment reconciliations, debt accounting, assessment district and

redevelopment accounting, and a variety of other duties. A valid California driver license is required prior to employment. For complete details regarding education and experience requirements, please call JobLine (530) 895-4824 or access City of Chico WebSite at www.ci.chico.ca.us. Submit required Application, Resume, and Supplemental Questionnaire to the City of Chico Personnel Office, 411 Main Street, or P.O. Box 3420, Chico, CA 95927, by no later than June 15, 2001. Postmarks will be accepted. FAX applications will not be accepted. EOE

ACCOUNTANT I – City of La Mirada, CA. Salary - \$3,326 to \$4,140 per month, plus excellent benefits. Under general supervision of the Finance/Community Development Director or Accountant II, performs professional accounting work, prepares financial reports, analyzes and reconciles financial data, and assists in the budget preparation. Requires 2 years of responsible experience in municipal government, particularly in a Finance Department. Requires Bachelor's degree or the equivalent in Public or Business Administration, Finance, Accounting, or Economics. Possession of a valid California Driver's License without suspensions prior to and throughout employment. APPLY BY: Thursday, June 21, 2001, 5:30 p.m. Apply in person at La Mirada City Hall, 13700 La Mirada Blvd., La Mirada, CA 90638, or for application call 562/902-2357. CITY OF LA MIRADA. EOE.

ACCOUNTING MANAGER – City of Redondo Beach, CA. \$4,418-\$5,709/mo. City paid PERS retirement and excellent benefits package. The City of Redondo Beach, CA, seeks qualified applicants for the position of Accounting Manager. Under the direction of the Financial Services Director, the Accounting Manager plans, organizes, directs and controls the day-to-day operation of the accounting division as a primary duty, including but not limited to responsibility for payroll, accounts payable, accounts receivable, fixed assets, employee benefits, and cost accounting analysis of a variety of

procedures; supervises, trains and evaluates personnel; prepares and publishes various reports including the Comprehensive Annual Financial Report. **Requires:** Bachelor's Degree from an accredited college or university in accounting, finance, business administration or a related field and three (3) years of increasingly responsible experience in a financial environment including one year in a supervisory capacity and one year of experience in governmental accounting. **To Apply:** A City of Redondo Beach Employment Application must be received by Friday, June 22, 2001. Faxes and resumes will not be accepted in lieu of the required application. Applications and job flyer are available from: City of Redondo Beach, 415 Diamond Street, PO Box 270, Redondo Beach, CA 90277. 310/318-0659. The City of Redondo Beach is an Equal Opportunity Employer.

ACCOUNTING SERVICES DIVISION MANAGER – City of Santa Clara, CA. Salary: \$110,000/ approximate annual (control point). Appointment is usually made at 85% of the control point. Deadline to apply: Preferred final filing date of June 22, 2001. Responsibilities: The City of Santa Clara is actively seeking applications from qualified candidates for the position of Accounting Services Division Manager. This is a managerial position in the City of Santa Clara's Unclassified Service reporting to the Director of Finance. This position is managing the City's internal accounting controls; integrating financial and statistical information into a comprehensive financial recording and reporting system; and administrating the Accounting Services Division, which includes general accounting, payroll preparation and reporting, accounts payable, tax and license accounting, financial analysis, special grants and funds accounting. Qualifications: Graduation from an accredited college or university with a Bachelor or Master Degree in Business or Public Administration, with specialization in accounting and five (5) years of

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Up the Ladder (cont'd)

increasingly responsible administrative experience in governmental finance, including accounting and auditing, two of which must have been at the managerial level. A current CPA License is highly desirable. Contact Information: A cover letter and a comprehensive resume should be sent by the preferred filing date of June 22, 2001 to Human Resources Department, City Hall, West Wing-Lower Level, 1500 Warburton Avenue, Santa Clara, CA 95050. Call for job brochure at 408-615-2080.

MUNICIPAL SERVICES DIVISION MANAGER – City of Santa Clara, CA. Salary: \$110,000/ approximate annual (control point). Appointment is usually made at 85% of the control point. Deadline to apply: Preferred final filing date of June 22, 2001. Responsibilities: The City of Santa Clara is actively seeking an experienced financial manager, comfortable and capable with computer technology, to effectively manage a state of the art Utility Billing system in which the City has recently invested significant resources. This position is responsible for managing the Municipal Services Division, which includes Utility Billing, Cashiering, Utility Customer Service, Meter Reading, Utility Field Service, and Business License Tax Customer Service and Field Service. This is a managerial position in the City of Santa Clara's Unclassified Service reporting to the Director of Finance. Qualifications: Graduation from an accredited college or university with a Bachelor or Master Degree in Business or Public Administration with an emphasis in finance or an approved related field and five years of increasingly responsible financial experience, two of which must have been at a managerial level. Experience must include management of a variety of financial, administrative and customer service activities involving financial analysis, data and automated systems administration, and budget management. Experience with Utility Billing is desirable. Contact Information: A cover letter and a comprehensive resume should be sent by the preferred filing date of June 22, 2001 to Human Resources Department, City Hall,

West Wing-Lower Level, 1500 Warburton Avenue, Santa Clara, CA 95050. Call for job brochure at 408-615-2080.

ACCOUNTANT II - (Salary: \$3,355 to \$4,721/month, plus excellent benefits.) The City of Newport Beach, one of Southern California's most scenic and dynamic beach communities, seeks a talented Accountant to perform a wide variety of responsible professional accounting work including monthly general ledger maintenance, grant accounting, year end closing procedures, annual report preparation, external audit preparation, budgeting and various financial analysis. This position requires a Bachelor's Degree in Accounting and a minimum of two years professional accounting experience. Auditing and/or governmental accounting experience is highly desirable. APPLY BY: June 15, 2001. To receive an application and job flyer, send S.A.S.E to City of Newport Beach, P.O. Box 1768, Newport Beach, CA 92658; or download application and flyer from the City's website at www.city.newport-beach.ca.us. Applications and flyers may also be picked up in person at Newport Beach City Hall, Human Resources Department, 3300 Newport Blvd. Phone number 949/ 644-3300. No faxes accepted. EOE.

REVENUE TECHNICIAN - (Salary: \$3,175 to \$4,467/month, plus excellent benefits.) The City of Newport Beach, one of Southern California's most scenic and dynamic beach communities, seeks a talented Revenue Technician to review and confirm compliance with a variety of the City's revenue programs, including business tax, transient occupancy tax, sales & use taxes, franchises, leases, and fines and fees. This position will also provide technical and functional supervision over personnel as assigned. APPLY BY: June 15, 2001. To receive an application and job flyer, send S.A.S.E to City of Newport Beach, P.O. Box 1768, Newport Beach, CA 92658; or download application and flyer from the City's website at www.city.newport-beach.ca.us. Applications and flyers may also be picked

up in person at Newport Beach City Hall, Human Resources Department, 3300 Newport Blvd. Phone number 949/644-3300. No faxes accepted. EOE.

CONTROLLER - North County Transit District (NCTD) is seeking a Controller (\$65,021-\$100,776 annually) to plan, organize, direct, and monitor the Accounting Division in the performance of revenue management, including billing, collection and accounting expenditure and accounts payable processing, fixed asset accounting, payroll processing, grant accounting and reporting, financial reporting, and cash management. Certified public accountant or Master's degree in business or accounting with a minimum of seven (7) years experience including supervisory experience, or any combination of education, experience and training which demonstrates the necessary knowledge, skills and abilities. Applications and detailed job announcements including required supplemental application, available at NCTD, 810 Mission Avenue, Oceanside, CA 92054, 760/967-2828. This position is open until filled. Resumes not accepted in lieu of completed application and supplemental application. NCTD is an Equal Employment Opportunity Employer.

How Can I Advertise?

Here's how to advertise your city's vacant position in the *CSMFO mini-News*: email ad to castroa@cacities.org (attachment must be in rich text or plain text format only), or fax to 916/658-8240, attention Amy Castro. 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 the next month's insertion.