



President's Message

Bill Statler, Financial Director, City of San Luis Obispo

July 2001

By the time you read this article, your agency will probably have adopted its budget for 2001-02—but it is unlikely that the State of California will be able to say the same thing. In scheduling our legislative seminar for 2001, we mulled over several timing options related to the State's budget process. These included holding it early in May to incorporate likely State budget actions into our preliminary budgets; holding it after the "May Revise" when the latest fiscal trends and the Governor's related plans would be available (but probably after most preliminary budgets were issued); or holding it later in June when its impacts on our budgets would be clear.

There are advantages to each of these approaches, with an inverse relationship between getting information sooner versus more accurately later. In weighing these, we opted for the "later but better" approach, and held the seminar on June 20. Of course, what we didn't plan on was no clear State legislative action by that time at all: on a straight party line vote, the most recent budget proposal failed passage in both houses.

Fortunately, we had some excellent and very knowledgeable speakers at the seminar; unfortunately, none of

them was clairvoyant. (Although Greg Lucas, Sacramento Bureau Chief with the San Francisco Chronicle, was especially insightful on the dysfunctional state of state governmental affairs.) For putting together this excellent program, I want to thank our Intergovernmental Relations Committee and the League staff, especially Gary Nordquist, Janet Salvetti and Frances Medema.

While I'd like to be more "prescient" on these legislative budget issues, I'm not clairvoyant either—but I think four key themes emerged from this valuable seminar:

First, our visceral response to State promises to "just trust us" when it comes to city-state governance and fiscal

relationships is justified: we have every reason to feel like Charlie Brown in the context of Lucy's proverbial promise not to move the football. While taking away the VLF backfill (67% of total city VLF revenues) does not appear to be on the table as a State budget-balancer (at least for the

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REGISTER NOW!

GASB 34 Training
August 13 - 15, 2001
Costa Mesa, CA

Visit www.csmfo.org for
details and registration form.

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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!

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Scholarship Program

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

President's Message (cont'd)

moment), the very fact that it emerged at all in light of past State "assurances" is very troubling. (A smart Charlie Brown does not want to see Lucy anywhere near the ball, let alone actually holding it for him!) However, cutting the VLF backfill remains under consideration as a punitive action under SB 910 for those cities that have not adopted a Housing Element to the State's liking.

Secondly, with the recent failure of the budget votes in both the Senate and Assembly, we now enter the "no man's land" of the budget. Everything is on the table, and deals can be made overnight. Past experience tells us this is probably not a good thing for cities. (I hear Bonnie Raitt's "Like a Thief in the Night" mentally playing in the background as I write this.)

Thirdly, given the State's fickleness, the League's current strategy (in cooperation with counties via a constitutional ballot measure) for first protecting the revenue sources we have now—before trying to get back what's already been taken away from us—is a wise one. While "justice" for past State sins is appealing, it is clear that fears about more takeaways in the future are real, and this is the more immediate threat to our fiscal health. (Or stated somewhat differently: getting back what the thief thinks was stolen fair and square needs to take a back seat to the more pressing problem of preventing even more thefts in the future.)

Lastly, we need to be ever vigilant in viewing every incursion by the State into local affairs as the genuine threat that it is (the camel is way past its nose into our tent). And this means it is

critically important for us to support the League's "grassroots network" initiative.

So let's talk about some successes. Our GASB 34 training is off and running. We've already held one highly successful training session in June in Cerritos (special thanks to the City of Cerritos, especially Becky Lingad, Eddy Malonzo and Siu-Lee Chang for being such thoughtful and helpful hosts); and openings are still available for the training scheduled for August 13-15 in Costa Mesa. (Check out our web site for more information on course contents and registration forms: www.csmfo.org).

More workshops are planned for October 10-12 in the San Francisco Bay Area, and for January 9-11, 2002 in the Central Valley (locations to be finalized soon). I want to thank our Career Development Committee (especially GASB 34 workshop co-chairs Harriet Commons and Mary Bradley) and our host cities for doing such an outstanding job in coordinating this training.

GASB 34 Training

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

Registration
information is
available on the
CSMFO website
(www.csmfo.org).

Chapter Corner: Channel Counties

Candis Hong - Finance Director, City of Thousand Oaks
Lucy Foster - Deputy Finance Director, City of Thousand Oaks

The Channel Counties Chapter includes cities from Calabasas at the west end of Los Angeles County, and all of Ventura County through to Santa Barbara. Our Chapter meets for lunch on the third Thursday of each month at the Radisson Hotel Oxnard, 600 Esplanade Drive, Oxnard (just off the 101 freeway, Vineyard exit). Several interesting speakers on timely topics have joined us in 2001.

In January, Rudy Gonzales, Regional Manager for Southern California Edison, spoke on the consequences of deregulation as a result of AB 1890. He detailed the historic progression of the industry as a result of deregulation, changes in demand and the market place. This led to a spirited discussion on deregulation, and how our budgets will be affected by increased costs.

Don McDougall from American Appraisal Associates met with us in March. He discussed what he has found in his engagements with cities trying to comply with the infrastructure

reporting requirement as part of GASB 34.

In April, the City of Camarillo hosted the chapter meeting. After a catered lunch, we watched the GFOA video on Budgeting for High Performance Organizations: New Models and Best Practices.

Our speaker in May was John Fitzgerald, Managing Director, Seidler-Fitzgerald, who spoke on variable rate financing as a financing technique for cities and redevelopment agencies.

Announcements on future meetings are posted to the Channel-Counties group list. Mike Dennis, Finance Director, City of Santa Monica, will be our guest speaker at our next meeting at Radisson Hotel Oxnard on Thursday, July 19, at 11:45. Additionally, on November 8, 2001, the City of Thousand Oaks will host GFOA's Annual Governmental GAAP update via satellite teleconference.

Weekend Training Scheduled for November

The Career Development Committee is already making plans for the next Weekend Training program scheduled for November 16-18 in Ontario.

What's covered?

This 2½-day workshop covers core public finance skills, including:

- Cash management
- Bond financing
- Financial reporting, analysis & planning
- Budget analysis
- Technology issues
- Communication skills

Who should attend this training?

This intermediate-level workshop is geared towards three levels of finance professionals:

- Finance professionals who understand the basics of accounting principles, but are new to *municipal* finance or work in small to medium organizations having a variety of financial responsibilities. Great for newly-appointed finance officers.
- Senior finance professionals who want to "brush-up" on core skills and current developments.
- Professional and technical staff (staff accountants, accounting technicians) having responsibility for these areas on a day-to-day basis.

This highly-acclaimed program fills up quickly, so mark your calendars now, and watch for registration information later this summer.

MARK YOUR CALENDARS



GASB 34 Training

August 13 - 15, 2001
Costa Mesa, CA

CSMFO Mini-News

1400 K Street, Suite 400
Sacramento, CA 95814

Contact: Amy Johnson

Phone: 916/658-8210

Fax: 916/658-8240

E-mail:

castroa@cacities.org

Website: www.csmfo.org

2001-02 Budget Awards Program: Become a Reviewer!

Marc Puckett, Director of Finance, City of Costa Mesa

Chair, Budgeting and Management Reporting Committee

Joan Michaels, Administrative Analyst II, City of Burbank

Vice Chair, Budgeting and Management Reporting Committee

The CSMFO Budget and Management Reporting Committee is getting ready for the 2001-2002 Budget Awards Program. As is the case every year, some cities compete for the honor of being the first city to submit an application to the awards program. Last year, the first city to submit an application was the City of Alameda.

The Budget Awards Program was established to provide recognition for budget documents meeting certain standards. Today's budget is more of a management tool and communication document than ever before. It seeks to communicate not only how much will be spent, but also, what will be accomplished with the public dollars being spent.

The Budget Awards Program has four categories of awards. They are: 1) Operating Budget; 2) Capital Budget; 3) Innovation in Budgeting; and 4) Public Communication. Please note the deadlines for submission of your award applications noted below.

A fee structure was developed to encourage earlier submittals:

- Submittals received by August 31st have no charge
- Submittals received September 1st through September 30th require a \$25 fee
- Submittals received October 1st through November 2nd require a \$50 fee

Please note that no submittals will be accepted after the November 2, 2001 deadline. There will be no exceptions. Postmarks do not qualify as "received" dates. When mailing make sure that you provide adequate mailing time for the submittal time period that you select.

Many times the best way to find some good ideas to improve your budget is to see how other jurisdictions are preparing their budgets. There is no better way to do this than to participate as a budget reviewer yourself. If you are submitting a budget for consideration for an award, we would encourage you to volunteer as a reviewer. If you would like to volunteer as a budget reviewer (even if you did not submit a budget) please complete the reviewers questionnaire enclosed in the newsletter and send it to one of us at the addresses listed below or complete the reviewer questionnaire available at www.csmfo.org in electronic format and send it to Marc Puckett at mpuckett@ci.costamesa.ca.us or to Joan Michaels at jmichaels@ci.burbank.ca.us.

Also, we would like to thank you for participating in the program. Your participation in the awards program serves to distinguish accomplishments of your agency and yourself in the field of public finance. The awards will be announced at the CSMFO Annual Conference in San Diego in February, 2002. If you have any questions, please contact:

Marc Puckett

City of Costa Mesa

CSMFO Budget Committee Chair

(714) 754-5243

Joan Michaels

City of Burbank

CSMFO Budget Committee Vice-Chair

(818) 238-5480

GASB Issues Two Statements Related to Statement 34

The Governmental Accounting Standards Board (GASB) issued two standards to be implemented simultaneously with the new financial reporting model, Statement No. 37, "Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus" and Statement No. 38, "Certain Financial Statement Note Disclosures." In commenting on the issuance of Statement 37, GASB Chairman Tom Allen remarked, "This standard helps governments implement Statement 34 and enhances the usefulness of state and local governments' financial statements under the new reporting model. Statement 38 will provide users with new information and eliminates some disclosures that the Board found were no longer needed."

Statement 37 addresses provisions of Statement 34, "Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments," for more consistent application and modifies others to meet changing requirements and includes:

- What topics should be covered in Management's Discussion and Analysis (MD&A);
- How to report a change from the depreciation method to the modified approach for infrastructure assets;
- Why fines and forfeitures should be classified as program revenues; and
- How to determine if a governmental or enterprise fund is

required to be reported as a "major" fund.

Statement 37 also modifies the requirements of Statement 34 to:

- Eliminate the requirement to capitalize construction-period interest for governmental activities, and
- Change the minimum level of detail required for business-type activities in the statement of activities from segments to different identifiable activities.

Additionally, Statement 37 amends Statement No. 21, "Accounting for Escheat Property," to clarify the effects of changes to the fiduciary fund structure required by Statement 34.

Statement 38 modifies, adds and deletes note disclosure requirements regarding revenue recognition policies; actions taken in response to legal violations; debt service requirements; variable-rate debt; receivable and payable balances; interfund transfers and balances; and short-term debt. GASB added these new requirements to address the needs of users of financial statements. Roberta Reese, GASB Project Manager, stated, "With respect to interfund transfers, users of financial statements will for the first time be able to trace transfers from the source fund to the receiving fund, and to understand why the government uses transfers. Now users also will be able to see the purpose and extent of the use of short-term debt, which is especially important for debt issued and redeemed within the government's fiscal year."

The provisions of Statement 37 should be implemented simultaneously with

Statement 34. For governments that implemented Statement 34 prior to issuance of the amendment, the new requirements become effective for reporting periods beginning after June 15, 2000. Statement 38 provisions are generally effective when the provisions of Statement 34 are required to be implemented.

Copies of Statement 37 (order code GS37) and Statement 38 (order code GS38) can be ordered through the GASB Order Department by telephoning 800-748-0659 or by placing an order online at www.gasb.org.

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

GASB 34 Workshop – Register Now!

The first workshop in Cerritos was a great success. Thanks to Becky Lingad, Eddy Malonzo and Siu-Lee Chang for their tremendous support.

CSMFO is pleased to announce that registration for the Costa Mesa workshop has been expanded to 100 participants. There is still space available in all workshops. Registration is by mail only with check. Mail your registration in today! Visit www.csfmo.org for more information and registration form.

Welcome New Members

Chapter meeting announcements are available 24 hours a day, 7 days a week at www.csmfo.org



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

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Roster Updates

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

Sandra Montoya

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City of Visalia
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Visalia CA 93291
(559) 713-4423
(559) 713-4801 fax
smontoya@ci.visalia.ca.us

Chapter Meetings



Central Valley

Susan Halligan, Chapter Chair
Finance Director, City of Lathrop

Date: Thursday, July 19, 2001
Time: 12:00 noon
Place: Bachis
 401 East F Street
 Oakdale CA 95361
Spkr: Mary Flynn of Municipal Resource
 Consultants
Topic: How your sales tax is calculated -
 What's included and what's not
RSVP: Mary Garelo
 209/847-3031

Coachella Valley

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

Date: Monday, July 16, 2001
Time: 12:00 p.m.
Place: Cathedral City
RSVP: Contact Craig Graves at 760/398-
 3502 or cgraves@coachella.org for
 more information

San Diego County

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

Date: Thursday, July 19, 2001
Time: 9:45 - 1:15 p.m.
Place: Quality Resort
 875 Hotel Circle South
 San Diego, CA
Spkrs: Greg Lister - Safe Checks
 Tom Johnsen - Fieldman, Rolapp &
 Assoc.
Topic: Greg Lister - Check Fraud in San
 Diego County
 Tom Johnsen - Evolution in
 Electronic Disclosure
RSVP: Lisa Palmer
Lpalmer@ci.escondido.ca.us or
 760-839-4620
Cost: \$20.00 for Government members,
 \$25.00 for Commercial members
 (includes Lunch)

Hotel Information for GASB 34 Training – Costa Mesa, CA

Following are some suggestions for your stay in Costa Mesa. These hotels are in close proximity to each other, and all are about two miles from the training site. The rates quoted are for single or double occupancy.

<u>Hotel</u>	<u>Rate</u>	<u>Address</u>	<u>Phone</u>
Hilton	\$139.00	3050 Bristol Street	714/540-7000
Marriott	\$169.00	500 Anton Boulevard	714/957-1100
Residence Inn	\$119.00	881 Baker Street	714/241-8800
Holiday Inn	\$129.00	3131 Bristol Street	714/557-3000
CountrySide	\$149.00	325 Bristol Street	714/543-0300
Wyndham	\$139.00	3350 Avenue of the Arts	714/540-2500
Westin	\$200.00	686 Anton Boulevard	714/540-2500

State Budget Stalls In Legislature

As the Mini-News goes to press, the Legislature remained divided along party lines on passage of the 2001-02 State Budget. As the State enters the new fiscal year without a budget, a new round of deal making can emerge in the Legislature. The Republicans insist on tax relief of roughly \$500 million, while the Governor and some Democratic legislative leaders are determined to come up with a \$2.5 billion budget reserve.

Opposition from the Republicans focused on two or three key issues. The Republicans argue that the budget includes a sales tax increase. January 2001 the state sales tax declined by ¼ cents in response to a formula enacted in law several years ago that indexed state sales tax to revenue levels. Under the proposed budget with revenue projections down, the ¼ cents tax would return January 2002 following that formula. Republicans in both houses vow to prevent this increase.

The second issue raised by Republicans is the “phantom” personnel positions built into the budget. They claim there are many more positions authorized than are actually filled and the surplus is used to fund overtime and merit increases thus avoiding requests for budget supplements. An estimate of \$100 million has been attached to this item. Finally the Republicans have identified \$10 million in “pork barrel” special projects that they claim could easily be deleted. Republicans claim the “phantom” positions together with the “pork barrel” projects and a few other items could easily offset the sales tax increase.

The bottom line is that once the deal making begins anything can happen. The League has urged city officials to remind local legislators that local government is still suffering from the ERAF shifts during the last budget crisis. Stay tuned; things can change quickly in this atmosphere.

Up the Ladder

FINANCIAL SERVICES MANAGER - City of El Cerrito, CA. Salary \$69,960 - \$85,032 plus car allowance, and excellent benefits. A management position reporting directly to the City Manager, the Financial Services Manager is the chief financial officer responsible for supervising and managing the accounting, financial reporting, payroll, audit procedures and cash flow management for the City and the Redevelopment Agency. This position supervises a staff of four and outside consultants as necessary. The successful applicant will have a thorough knowledge of operational characteristics, services and activities of a public agency financial management system; five years of governmental accounting experience (including two years of administrative and supervisory responsibility); and the equivalent of a B.A. degree in accounting, finance, business administration, public administration or related field. The Financial Services Manager will be involved in aggressive and creative economic development programs to improve the City. Candidates must be able to communicate well with public officials, staff and the community. Computer applications knowledge and experience desirable. El Cerrito (24,000 population) is a San Francisco bay area community with a diverse population and housing mix. **OPEN UNTIL FILLED.** First application review in early July and will continue until filled. Application packet may be obtained from Employee Services, City of El Cerrito, 10890 San Pablo Avenue, El Cerrito, CA 94530. Phone: (510) 466-5005.

FINANCIAL ANALYST (2 vacancies) - City of San Jose, CA. \$61,838.40 - \$75,379.20 Annually. Education/Experience Requirement: A Baccalaureate Degree in Business Administration, Finance, Accounting, Public Administration or a closely related field. Four years of increasingly responsible professional level analytical and/or operations experience in financial, fiscal or quantitative work is required. Experience in preparing written reports and managing complex financial processes desired. Key Responsibilities: The City of San Jose Finance Department is seeking to hire two Financial Analysts to assist in administering the City's debt program. Under general supervision from the City's Debt Administrator, these positions are expected to perform complex financial analyses and manage complex financial processes and operations relating to the administration of the City's debt program. These positions will be key players in supporting the Debt Administrator in the issuance of new debt for the City. This includes

duties such as representing the Finance Department in financing team meetings and preparing City Council and Committee reports and presentations. These positions work closely with City accounting and investment staff; City departments involved with the issuing of debt; and with bond counsel, trustees, financial advisors, and underwriters from outside the City in order to effectively manage the City's debt portfolio. One of these positions supervises an Analyst performing supporting debt management functions. Deadline for Application: July 27, 2001. Website: <http://www.ci.san-jose.ca.us>. Contact: City of San Jose Debt Program, Wendy J. Sollazzi (408) 277-5815 or fax (408) 277-5405.

DIRECTOR OF FISCAL AND SUPPORT SERVICES. Join a great team of professionals in North San Diego County who can walk to the beach for lunch! During an exciting time in transit with growth and opportunities, NCTD is seeking a Director of Fiscal and Support Services with an annual salary range of \$72,684-\$116,304 to oversee the administrative management and general operation of the District's Fiscal and Support Services Group including finance and accounting; risk management and safety; contracts and procurement; grants management; and technology and information systems (MIS) functions. Bachelor's degree in accounting, business administration or other recognized financial field and a minimum of eight years executive level and leadership experience required, or any combination of experience, education, and training that would likely produce the requisite knowledge, skills, and abilities. Master's degree and CPA or CMA preferred. Please call (760) 967-2828 for a detailed job announcement and application package.

BUDGET & OPERATIONS ANALYST III - City of Oakland, CA. \$5,148 - \$6,321 per month. Open Until Further Notice. Apply Immediately. Facilitates development of the City's budget; implements fiscal control policies; and provides analysis and recommendations on policy, managerial, operational, and budgetary issues affecting the City of Oakland. Minimum Requirements: Four years of increasingly responsible budget & operations analysis experience in local govt or other complex fiscal organization; & Bachelor's degree from an accredited college or university with major coursework in public administration, bus. administration, finance, economics, or a closely related field. More info: Call (510) 238-

3111 or go to www.oaklandnet.com. Click on "City jobs." To print an application, click on "How to apply."

PRINCIPAL FINANCIAL ANALYST - City of Oakland, CA. \$78,849 - \$96,819 DOE. Apply immediately. Supervises preparation and administration of the City's budget and fiscal policies. Oversees budgetary, operational and financial issues affecting the city and the Oakland Redevelopment Agency. Minimum requirements: Five years of progressively responsible budgetary, financial and operations analysis experience in local govt or other complex fiscal organization. 1 yr. Supervisory or Lead experience. Bachelor's degree from an accredited college or university with major coursework in public administration, bus. administration, finance, economics, or a closely related field. More information: Call (510) 238-3111 or 238-4478, or go to www.oaklandnet.com. Click on "City Jobs." To print an application, click on "How to Apply."

CHIEF FINANCIAL OFFICER - City of Oceanside, CA. Salary: \$76,000-\$96,000 (DOQ). The City of Oceanside is seeking a dynamic individual to serve as the new Chief Financial Officer for this full service city. The Chief Financial Officer will manage the City's overall financial system and long-range financial plan. The ideal candidate will be a seasoned manager with extensive public agency financial experience with a B.A. in finance, public administration, business administration or closely related field (Master's and CPA highly desirable) and 5 years of progressively responsible management and supervisory experience. Apply by Friday, July 27, 2001. A detailed job brochure is available upon request. Resumé, cover letter and Supplemental Questionnaire required. City of Oceanside, Personnel Dept., 300 N. Coast Hwy, Oceanside, CA 92054; (760) 435-3500; www.ci.oceanside.ca.us.

FINANCE SUPERVISOR - City of Orange, CA. Salary: \$4,170 - \$5,347 per month plus exceptional benefits within the Top Management Employees Resolution. The Finance Supervisor vacancy is in the City's Business License Division of Finance which includes the business license and accounts receivable functions. The position currently supervises 8 full- and part-time staff and reports to the City's Finance Director. The position

continued on next page

Up the Ladder (cont'd)

supervises, organizes, and directs assigned staff; provides information to the public; responds to and resolves citizen inquiries and complaints; maintains, develops, and implements goals, objectives, policies, procedures and accurate accounting records. Experience and Training: three to five years experience in governmental accounting or a related field, including one year of supervisory experience; Bachelor's Degree in Accounting, Business Administration or a related field. Final Filing Deadline: 5:00 p.m. Friday, July 27, 2001. A City of Orange application, supplemental questionnaire and resume are required. For application materials, contact: City of Orange 24 Hr. Jobline at (714) 744-7262; access: www.cityoforange.org; or visit City of Orange Personnel Services, 300 E. Chapman Avenue, Orange, CA 92866. EOE

FINANCE CLERK I - City of Santa Maria, CA. (Salary: \$2,249 - \$2,734/mo. plus xln benefits.) Performs complex financial record keeping functions and provides counter assistance and information to the public. Positions in this classification are assigned duties in the following areas: accounts receivable, business licensing, accounts payable, utility billing, and payroll. The current vacancy is assigned to utility billing. MQ: High school graduation or equiv. One year of clerical experience including the preparation and maintenance of financial records. Obtain flyer & official City app @ www.ci.santa-maria.ca.us or HR Ofc, 110 E. Cook St, Rm 1, Santa Maria, CA 93454, 805/925-0951, ext., 203. Apps must be received by 5:00 pm, 07/19/01.

ACCOUNTANT - City of Escondido, CA (Pop 133,560). Salary Band: \$3118-\$5414/month, plus outstanding management benefits package/salary negotiable. The City of Escondido, located in North San Diego County, is seeking an experienced, motivated individual to perform a wide variety of responsible professional accounting work. Duties include supervision of clerical staff, fund accounting, analysis of financial data and financial statement preparation. This position requires a Bachelor's degree in accounting and a minimum of two years of professional-level accounting experience. A CPA license is highly desirable. City Hall employees are on a flexible 9/80 work schedule with alternate Fridays off. Other benefits include paid vacation, sick leave, holidays and PERS retirement; flexible benefits spending package; employer paid 401K contribution. CITY APPLICATION REQUIRED. Applications accepted until position is filled.

Apply to Human Resources Department, 201 N. Broadway, Escondido, CA 92025, 760-839-4643. www.ci.escondido.ca.us. EOE

ACCOUNTANT III - City of Pico Rivera, CA. Salary: \$3741 - \$4547 (3.5% increase available 7-1-01). Under general supervision of the Accounting Manager, this position will perform a variety of advanced level professional work including but not limited to: developing, implementing and monitoring complex accounting systems and modifications; preparing journal entries, balancing & reconciling the general ledger & related accounts; assisting with annual budget preparation; performing complex bank reconciliations; preparing financial reports & assisting with compilation of required data & preparation of necessary work papers for annual financial audit, single audit & Federal, State & Local grant audits. Apply by July 27, 2001 at City of Pico Rivera, Personnel Office, 6615 S. Passons Blvd., Pico Rivera, CA 90660. Must submit a completed City application. Phone: (562) 801-4387.

SUPERVISING FISCAL OFFICER - City of San Francisco, CA. Under general direction, directs fiscal activities of a large, complex department; may plan/coordinate budgeting, accounting, financial reporting, internal auditing, revenue collection, payroll preparation/verification, purchasing, contractual agreements, grant subvention administration and debt management. Annual salary range \$75,140-\$91,338. Minimum Qualification/Education/Experience: Baccalaureate degree from an accredited university or college, preferably with major course work in accounting, finance, business administration or a related field. Ten years of progressively responsible professional accounting and financial experience including at least five years of responsible supervisory, management and administrative experience managing large centralized computerized accounting operations, or an equivalent combination of training and experience. Applications are available June 15, 2001 through July 6, 2001 but may be extended. Send application and verifications to Team PUC, Class 1675, Dept. of Human Resources, 44 Gough Street, San Francisco, CA 94103. Applications may be obtained online at: www.ci.sf.us/dhr/infoemp.htm or call Team PUC/JZ at 415-554-1660. All applicants, including City employees, must submit verification of qualifying education and experience. Copy of a college transcript in lieu of the degree is acceptable as verification of education.

ADMINISTRATIVE SERVICES DIRECTOR - City of Saratoga, CA. Salary: \$7,555 - \$9,671/month + excellent Benefits and Management Package. Responsible for managing the City's financial and accounting operations, directing human resources and information technology, and participating on the City's management team. This department head position reports directly to the City Manager and offers an excellent personal and professional growth opportunity for a talented and experienced administrator. Qualifications: five years of progressively responsible public sector and administrative management experience. Degree in related field required; MPA or MBA preferred. APPLY BY: August 2, 2001 at 5:00 p.m. For application and job description, call (408) 868-1200 or visit www.saratoga.ca.us.

Professional Services Directory

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