

## President's Message

Barbara Underwood, Director of Finance/Treasurer, City of Vista

**Happy Fourth of July to all.** This year as we celebrate July 4<sup>th</sup> and the birth of our great nation, I am reminded of how lucky we are to live in America. I am thankful to live in a country where we have the opportunity to attend parades, go to picnics or the beach, and celebrate with our families and friends on this special day. This year is even more special as we grapple with the aftereffects of the 9-11 terrorist attack and try to make sense out of what has happened to our country and our daily lives. Despite these issues, we have much to be thankful for even as we struggle to balance our budgets and look for creative ways to continue providing a high level of services to our communities.

**GFOA Conference.** I just returned from the 2002 GFOA Conference in Denver, Colorado. Although some days the hotel and convention center lobbies and corridors were filled with the smell of smoke from the nearby raging wildfires, other days the wind blew in the opposite direction and it was easy to forget that we were close to a horrible disaster. The local news coverage graphically depicted how quickly fire spreads and how careful we need to be; watching the pictures of the devastation of thousands of acres of beautiful natural forest land and many homes go up in flame was sobering indeed.

The conference itself was well attended, and many California delegates

enjoyed our "First Annual" Breakfast together. Approximately 25 delegates gathered to "break bread" and share information and get to know each other better. The feedback was very positive and we anticipate making this an annual event. Be sure to join the group next year in New York.

The President's and GFOA representatives from many states gathered on June 15 to discuss issues of interest to us all. Some of the discussions centered on the GFOA 2002 Legislative Agenda. One discussion of importance to all was the issue of the long-term future of the remote sales tax. According to a study by the Center for Business and Research at the University of Tennessee, "state and local governments will lose an estimated \$13.3 billion in revenue this year, rising to \$45.2 billion in 2006 and \$54.8 billion

by 2011." We're all aware of the ongoing issue of the taxation of Internet sales and the moratorium that expired on October 21, 2001. GFOA is on record opposing any final resolution of this issue unless it preserves the right of state and local governments to enact and administer their own tax laws and economic policies. GFOA continues to work with the Streamlined Sales Tax Project, as well as other state and local government associations, to reach a compromise that is fair to state and local governments and which will be well-received by Congress. Be sure to keep this issue on your radar screen and let GFOA know your stand on this issue.

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### CSMFO 2002-2003 Budget Awards

Yes, it's that time of year again! The Budget Awards applications are attached to this newsletter. You may also download the application and reviewer's checklist from the CSMFO website at [www.csmfo.org](http://www.csmfo.org).

## What's inside...

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Attachment: 2002-2003 Budget Awards application

## California Society of Municipal Finance Officers

### Officers and Directors

**President** Barbara Underwood, Vista  
**Past President** Bill Statler, San Luis Obispo  
**Secretary/Treasurer** Frances Medema, League  
of California Cities

### **Directors**

Mark Alvarado, Monrovia  
Dennis Danner, Newport Beach  
Mike Dennis, Santa Monica  
Zane Johnston, Tracy  
Ken Nordhoff, San Rafael  
Janet Salvetti, Stockton

### **Special District Liaison**

Eldon Boone, Vista Irrigation District

### Committees

#### **Administration**

Gary Hill, Lancaster  
Richard Averett, San Carlos  
Irwin Bornstein, Mission Viejo

#### **Annual Seminar**

Dennis Danner, Newport Beach  
Don Rhoads, Monterey  
Bill Statler, San Luis Obispo

#### **Budgeting & Management Reporting**

Joan Michaels, Burbank  
David Cain, City of Chino  
Valerie DePeel, City of Roseville  
Anita Lawrence, Camarillo

#### **Career Development**

Carolyn Dominguez, San Luis Obispo  
Lisa Hildabrand, Carlsbad  
Viki Copeland, Hermosa Beach  
Ronnie Campbell, Lakewood  
Mary Bradley, Sunnyvale

#### **Debt, Retirement and Treasury**

Bradley Grant, Merced  
Barbara Hennessy, Long Beach  
Howard Longballa, Alhambra

#### **Intergovernmental Relations**

Gary Nordquist, Fontana  
Craig Graves, Coachella  
Bob Torrez, Long Beach

#### **Professional & Technical Standards**

Bret Plumlee, El Segundo  
Bill Thomas, Petaluma  
Judy Lancaster, La Mirada  
Karen Brust, San Diego Water Authority  
Derek Hanway, Burbank

#### **Technology**

Josh Betta, South Pasadena  
Linda Downing, Marina  
Mark Alvarado, Monrovia

#### **Scholarship Program**

Robert S. Biery, Westlake Village  
Candis Hong, Thousand Oaks

## Chapter Corner: Central Coast

Rachelle Rickard, Admin. Services Director - City of San Luis Obispo

As I contemplated writing this article for the CSMFO Newsletter, I have to admit to a terrible case of spring fever. This spring was the payoff for the hard work that went into our city's first two-year budget and our multi-year labor contracts. For the first time since entering the world of municipal finance I find myself actually seeing the sunshine, planting flowers and enjoying the wonderful area in which I live. As I sat deciding whether to hit the beaches in Pismo, the farmers' market in San Luis Obispo, or the flower fields in Lompoc, it came to me. In order to extend my newfound sense of freedom, I should do what any self-respecting finance director would do - delegate.

The Central Coast Chapter of CSMFO is a small chapter, which includes 12 cities and two special districts. Spread across San Luis Obispo County and Northern Santa Barbara, our chapter ranges from Paso Robles in the north to Solvang in the south. All of our members come from cities with populations under 81,000 and we are a close, informal group. That being said, we struck an agreement at our last meeting. I would write the introduction for the article if they would each contribute a paragraph about CSMFO. What is special about CSMFO? What have we accomplished together as a group and why do we drive up to 50 miles every other month to get together? These were the responses that I received.

**Linda Snodgrass, City of Arroyo Grande** - "Four cities in the Central Coast Chapter joined forces to meet GASB 34 requirements to value infrastructure assets. On April 3, 2002, the cities of Arroyo Grande, Paso Robles, Santa Maria, and Pismo Beach issued a joint Request for Proposals (RFP) from qualified consulting firms to provide valuation services. A joint RFP was issued to take advantage of economies-of-scale that allow these

*(continued on page 5)*

## Congratulations to the New GFOA President-Elect

CSMFO would like to congratulate Ed Harrington, Controller for the City and County of San Francisco, who was recently appointed President-Elect of the Government Finance Officers Association (GFOA). He will succeed W. Patrick Pate, the current President, in May 2003 at the annual GFOA conference in New York. GFOA Executive Director Jeffrey L. Esser said Harrington was elected by his peers because of his outstanding leadership ability and stature as a public finance professional. Harrington has been a member of the GFOA Executive Board since 1999.

We at CSMFO wish you all the best in your new venture, Ed!

## CSMFO Technology Corner

Josh Betta, S. Pasadena; Linda Downing, Marina; Mark Alvarado, Monrovia  
CSMFO Technology Committee

### Been Spammed Lately?

Spam e-mail. You know the stuff: unknown training seminars, promises for overnight riches, instant weight loss. These are the unsolicited, unknown – and sometimes unsettling – electronic messages that bulge your incoming e-box.

Spam defenders argue first amendment and interstate commerce freedoms, adding that the world is full of bothersome advertising – junk mail, telephone sales calls – of an unsolicited nature.

Whatever the case, consumer complaints have created spam legislation. Twenty states, including California, now have laws on the books governing the distribution of commercial e-mail to individuals and companies. But the laws are almost never enforced. Part of the problem is that the anonymous nature of the “cyber” world

makes it difficult to track down those who send illegal messages.

California’s 1998 spam law requires that unsolicited commercial e-mail must begin its subject line with ADV, or ADV: ADLT if the message is of a sexual nature. Even so, savvy spammers can alter their messages to make them look as if they were sent by someone else. The most sophisticated spam senders have routed their e-mail through unsuspecting servers – a technique called “hijacking an open relay.”

Today most mail servers, like those operated by CSMFO, are equipped to prevent hijacking.

If you’re suspicious of incoming mail, here’s food for your understanding:

- ☞ Messages sent through the CSMFO list server will always include “[members]” in the subject line.
- ☞ Member names and addresses are not available to third parties through the list server. It is possible, however, that a subscriber to the list is “harvesting” addresses from messages that are being posted to the list.
- ☞ Vendors can obtain addresses from numerous other marketing tools.
- ☞ CSMFO webmaster Kirk Biglione uses a program called “Spamkiller” to zap about 70% of our incoming spam.

That other 30%? It ends up in your inbox. Hit the delete key.



## CSMFO Chapter Chairs

Chapter Assistant - Amy Johnson, League of California Cities 916/658-8210 or [johnsona@cacities.org](mailto:johnsona@cacities.org)

<u>Chapter</u>	<u>Chairperson</u>	<u>Telephone</u>	<u>Email Address</u>
Central Coast	Rachelle Rickard	805/461-5014	<a href="mailto:rrickard@atascadero.org">rrickard@atascadero.org</a>
Central Los Angeles	Robert S. Ridley	562/801-4395	<a href="mailto:bridley@pico-rivera.org">bridley@pico-rivera.org</a>
Central Valley	John C. French	209/357-6311	<a href="mailto:jfrench@data.co.merced.ca.us">jfrench@data.co.merced.ca.us</a>
Channel Counties	Candis Hong	805/449-2241	<a href="mailto:chong@toaks.org">chong@toaks.org</a>
Channel Counties	Lucy Foster	805/449-2100	<a href="mailto:lfoster@toaks.org">lfoster@toaks.org</a>
Coachella Valley	Duane Bambusch	760/346-2489	<a href="mailto:dbambusch@aol.com">dbambusch@aol.com</a>
Desert Mountain	Kevin Smith	760/240-7000	<a href="mailto:ksmith@applevalley.org">ksmith@applevalley.org</a>
East Bay (S.F.)	Richard Ricci	925/671-5219	<a href="mailto:rricci@ci.pleasant-hill.ca.us">rricci@ci.pleasant-hill.ca.us</a>
Imperial County	Philip Carr	760/337-4550	<a href="mailto:pcarr@ci.el-centro.ca.us">pcarr@ci.el-centro.ca.us</a>
Inland Empire	Lisa Strong	909/350-7671	<a href="mailto:lstrong@fontana.org">lstrong@fontana.org</a>
Monterey Bay	Marc Pimentel	831/646-3947	<a href="mailto:pimentel@ci.monterey.ca.us">pimentel@ci.monterey.ca.us</a>
North Coast	Jim McAdler	707/838-5354	<a href="mailto:jmcadler@townofwindsor.com">jmcadler@townofwindsor.com</a>
Northeast Counties	Steve Strong	530/225-4087	<a href="mailto:sstrong@ci.redding.ca.us">sstrong@ci.redding.ca.us</a>
Northwest Counties	Carolynn Thomas	707/441-4114	<a href="mailto:cjthomas@eurekaweb.com">cjthomas@eurekaweb.com</a>
Orange County	Darren Hernandez	562/905-9730	<a href="mailto:darren_hernandez@lahabracity.com">darren_hernandez@lahabracity.com</a>
Peninsula	Thomas Fil	650/595-7435	<a href="mailto:tfil@ci.belmont.ca.us">tfil@ci.belmont.ca.us</a>
Sacramento Valley	Barbara Brock	916/645-3314	<a href="mailto:bbrock@ci.lincoln.ca.us">bbrock@ci.lincoln.ca.us</a>
Sacramento Valley	Susan Mahoney	916/725-2448	<a href="mailto:smahoney@ci.citrus-heights.ca.us">smahoney@ci.citrus-heights.ca.us</a>
San Diego County	Suzanne Wellcome	858/755-9354	<a href="mailto:swellcome@delmar.ca.us">swellcome@delmar.ca.us</a>
San Gabriel Valley	Josh Betta	626/403-7250	<a href="mailto:jbetta@ci.south-pasadena.ca.us">jbetta@ci.south-pasadena.ca.us</a>
San Gabriel Valley	Tracey Hause	626/574-5400	<a href="mailto:thause@ci.arcadia.ca.us">thause@ci.arcadia.ca.us</a>
South Bay	Gavin Curran	310/524-2315	<a href="mailto:gcurran@elsegundo.org">gcurran@elsegundo.org</a>
South San Joaquin	Sandra Montoya	559/713-4423	<a href="mailto:smontoya@ci.visalia.ca.us">smontoya@ci.visalia.ca.us</a>

## Farewell

Amy Johnson, CSMFO Membership Services Representative

As you may be aware, July 31st will be my last day with the League of California Cities (and therefore with CSMFO), as I have decided to stay home and be a full-time mom.

I will miss working with all of you. It has been a fun and challenging experience, and I've enjoyed the camaraderie and fellowship that CSMFO embodies.

I wish all of you the best, and thank you for the opportunity to work with such a great and varied group of individuals.

Wish me luck!

## Online Professional Services Directory

CSMFO Commercial Members: Increase your visibility with one of your target audiences by advertising in the "Professional Services Directory" section of our website at [www.csmfo.org/psd/](http://www.csmfo.org/psd/).

Our basic online text ad is just \$200 a year. This is an incredible value, as the CSMFO website averages 18,356 page views a month, with an average time per impression of 18 minutes. This translates to over 220,000 views a year.

If you would like more information about advertising with us, please feel free to visit the "Advertising" section of our website at [www.csmfo.org](http://www.csmfo.org) or contact Amy Johnson at [johnsona@cacities.org](mailto:johnsona@cacities.org) or 916/658-8210. We'd love to hear from you!

## CSMFO MiniNews



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E-mail: [johnsona@cacities.org](mailto:johnsona@cacities.org)

Website: [www.csmfo.org](http://www.csmfo.org)

## Budget Awards Program

Joan Michaels, City of Burbank

Applications for the 2002-03 Budget Awards Program are now available at the CSMFO website and included with this edition of the *MiniNews*. I have been receiving some inquiries from members looking for good samples of budget information. I would encourage members to refer back to the March 2002 *MiniNews* for a list of award winners, and then check out the "Featured Resources" on CSMFO's website for budgets available on the web.

For those jurisdictions contemplating submitting for the Budget Award for Innovation, there will be a list posted sometime in July to the CSMFO website of recent innovations awarded. The Budget Committee will also be working with the Technology Committee concerning updating the "Budget Samples" section of the website.

I know there is a lot of interest in the annual awards program; the next *MiniNews* will be reporting the first jurisdiction to turn in their budget awards submission!

**Sign up to become a Budget  
Reviewer – Application at  
[www.csmfo.org](http://www.csmfo.org)**

## MARK YOUR CALENDARS



### GASB 34 Training

October 14 - 16, 2002

*Northern California*

January 2003

*Southern California*

Please visit [www.csmfo.org](http://www.csmfo.org)  
for more information.

## Welcome New Members



### Finance Manager

Humboldt Waste Management Authority  
1059 West Hawthorne Street  
Eureka CA 95501  
707/268-8680  
707/268-8927 fax  
[hwma@humboldt1.com](mailto:hwma@humboldt1.com)

### Wendy Monahan

Territory Sales Representative  
Municipal Services Group, Inc.  
5125 S Kipling Pkwy Suite 300  
Littleton CO 80127  
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### Kathy Chang

Principal Budget Analyst  
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## Chapter Corner: Central Coast *(cont'd from pg 2)*

four cities jointly to obtain a better price than each city would individually. However, the RFP specified that responses must contain both an individual city price and a four-city joint bid in the event that the four cities could not agree on one valuation firm. After responses were received, each city individually evaluated the proposals, after which a joint meeting was held to share evaluations and recommendations. Following a check of references, the four cities recommended one firm to their respective city councils. The joining of forces saved resources, combined efforts, and saved each City up to 10%.”

### **Jeri Rangel, City of Atascadero**

- “I look forward to the CSMFO Chapter meetings in that they offer a unique forum for information exchange. Our Chapter is fortunate to have a diverse group of individuals who are willing share their successes and failures so the others in the group may benefit from their experience. This pooling of knowledge is a welcome relief and often offers suggestions for some of the most difficult problems facing municipalities today.”

### **Jim Koser, City of Morro Bay**

- “Through my association with the Central Coast Chapter of CSMFO, I have had the pleasure of knowing some talented people, including CSMFO Past President Bill Statler. During his term, Bill appointed me to serve as his representative to the League of California Cities Policy Committee on Community Services. I am honored that Barbara Underwood asked me to stay on during her term. Through

the Policy Committee, I have participated in forming policy recommendations to the League Board. I have worked with a statewide group of elected and appointed officials from all disciplines and I have helped judge Helen Putnam Award submittals. I think I have helped raise awareness of the finance officer’s role in assisting other departments to carry out their missions. Gary Nordquist of Fontana serves as the Fiscal Officers rep to that committee and he brings talent and experience to the table.”

### **Mike Compton, City of Paso Robles**

- “Four of the Chapter cities recently undertook a joint RFP for GASB 34 infrastructure inventory and valuation services. It was hoped that if all the participating cities could agree upon a single vendor that it would result in a lower a cost for each city than if they went it alone. All cities agreed upon the same vendor and, while not significant, it did result in a lower cost for the four participating cities.”

### **Mary Solty, City of Pismo Beach**

- “Having been a member of the Central Coast Chapter of CSMFO for 13 years, I am most appreciative of the support and cooperation among the members. Not only can I call upon members to answer my questions and provide copies of policies and documents they use, but we have also worked together on several occasions to prepare joint RFP’s in order to achieve cost savings in securing professional services. We have issued joint RFP’s for our financial management software,

audit services and for GASB 34 inventory and valuation services. This has enabled each of the participating agencies to save money in training and in the travel expenses for the consultant. By working together with the consultants, it also enables us to assist one another in getting through the process in a smooth, orderly and quick way. We also have a built-in support group when the consultant has left.”

### **Carolyn Dominguez, City of San Luis Obispo**

- “Our roundtable discussion meetings provide a great forum to discuss current hot topic issues and receive opinions from other local finance professionals about how to address those issues. Since the Chapter is comprised of similar-sized smaller agencies, our shared experiences offer an excellent education in local government finance. We are excited about being selected to host the CSMFO GASB 34 training classes on the Central Coast in June 2002. It is one opportunity to keep training affordable and available without having to travel to larger cities outside the local area.”

As you can see, the Central Coast Chapter is comprised of some very talented and professional individuals who are always willing to share their experiences and offer a helping hand. If you happen to be on the Central Coast on the second Thursday of the odd months, drop by Rosa’s Italian Restaurant in Pismo Beach around noon. (Of course, we will always understand if you chose to go wine tasting in Paso Robles or window-shopping in Solvang instead.)

## Chapter Meetings



### Central Coast

Rachelle Rickard, Chapter Chair  
Admin. Svcs. Dir., City of Atascadero

**Date:** Thursday, July 11, 2002  
**Time:** 12:00 noon  
**Place:** Rosa's Italian Restaurant  
 491 Price Street  
 Pismo Beach, CA  
**Topic:** Along with round table discussions, Bill Statler from the City of San Luis Obispo will speak about what CSMFO is all about. We encourage local special district finance officials to attend this meeting and learn about CSMFO.  
**RSVP:** Rachelle Rickard, City of Atascadero, at 805/461-5014 or [rrickard@atascadero.org](mailto:rrickard@atascadero.org).

### San Diego County

Suzanne Wellcome, Chapter Chair  
Finance Dir./Treasurer, City of Del Mar

**Date:** Thursday, July 11, 2002  
**Time:** 11:30 for mingling and 12:00 for lunch  
**Place:** Del Mar Hilton  
 15575 Jimmy Durante Blvd., Ballroom C  
 Del Mar (Via de la Valle exit off I-5)  
**Spkr:** Ken Marzion, Chief of Actuarial and Employee Services, PERS, will speak about the "PERS Benefit Improvements."  
**Cost:** \$25 for City/gov't members, \$30 for commercial members.  
**RSVP:** Contact Jay Lipscomb at 858/755-9354 for reservations.

*Please email your  
Chapter meeting  
announcements  
to Amy Johnson at  
[johnsona@cacities.org](mailto:johnsona@cacities.org) for  
posting to the website and  
inclusion in the MiniNews.*

**San Gabriel Valley**  
 Josh Betta, Chapter Co-Chair  
Finance Director, City of S. Pasadena  
 Tracey Hause, Chapter Co-Chair  
Admin. Svcs. Dir., City of Arcadia

**Date:** Wednesday, July 17, 2002  
**Time:** 11:15 a.m.-11:30 a.m.: Registration  
 11:30 a.m. - 12:30 p.m.: Presentation  
 12:30 p.m.: Lunch  
**Place:** Four Points Sheraton Hotel  
 (formerly Wyndham Garden Hotel)  
 700 West Huntington Drive  
 Monrovia, CA 91016  
 Phone (626) 357-5211  
**Topic:** "Reality Government: Website War Stories" - Julia James, Administrative Services Director, Malibu & Kirk Biglione, Pandemic Media and CSMFO Website Warrior.  
 Our Chapter video cameras followed Julia and Kirk around Malibu to learn how to get a website up and running. Join us for this primetime presentation. Kirk will close with observations on business and government e-trends. Q&A and good food round out the afternoon.  
**Menu:** Wall Street Deli Lunch Buffet  
**Cost:** \$30.00 Per Person - payable at the door (make checks payable to the City of Arcadia).  
**RSVP:** Please confirm your attendance by contacting Kelley Williams of the City of Arcadia at 626/574-5465 or [kwilliams@ci.arcadia.ca.us](mailto:kwilliams@ci.arcadia.ca.us) by Thursday, July 11, 2002, at 5:00 p.m. (no-shows may be billed).

### Northwest Counties

Carolynn Thomas, Chapter Chair  
Ass't Finance Director, City of Eureka

**Date:** Wednesday, July 24, 2002  
**Time:** Noon to 1:30 p.m.  
**Place:** The Sea Grill Restaurant (in Old Town), 316 E Street, Eureka, CA  
**Topic:** Property Tax Apportionment Process  
 Neil Prince, Humboldt County Auditor-Controller, will be the speaker. He will describe the process for property tax apportionment and be available to answer questions for your city or district.  
**Menu:** Salmon Filet, Stuffed Chicken Breast, French Dip, or Soup & Salad Bar (includes tea or coffee & ice cream).  
**Cost:** \$16 per person (make checks payable to City of Eureka). Reservations not cancelled by July 19, 2002, will be billed to your agency.  
**RSVP:** Carolynn Thomas, Assistant Finance Director, City of Eureka, at 707/441-4114 or [cjthomas@eurekaweb.com](mailto:cjthomas@eurekaweb.com) no later than July 19, 2002.

### North Coast

Jim McAdler, Chapter Chair  
Admin Svcs Director, Town of Windsor

**Date:** Thursday, August 8, 2002  
**Time:** 11:30 a.m. to 1:30 p.m.  
**Place:** City of St. Helena Fire Department  
 1500 Main Street  
 St. Helena, CA  
**Spkr:** Mr. Luke Mazur - Chief Investment Officer, Union Bank of California, who will update us on current economic and investment trends. We will also have time for networking and a roundtable discussion of other current issues and activities.  
**Menu:** Focaccia sandwich, ham and cheese croissant sandwich or grilled vegetable wrap, potato-arugula salad, fresh fruit salad, poppyseed bundt cake and cold soft drinks.  
**Cost:** The meeting cost is \$13 per person. Please RSVP (with sandwich selection) no later than Thursday, July 25. You may send a check in payment to me in care of the City of St. Helena, or bring payment on August 8th.  
**RSVP:** Contact Jim McAdler at 707/838-5354 or [jmcadler@townofwindsor.com](mailto:jmcadler@townofwindsor.com).

## Up the Ladder

**DIRECTOR OF FINANCE.** \$4,797 - \$7,406/mth. (Starting salary: \$4,797 - \$6,172/mth.) **SIGN-ON BONUS: UP TO ONE MONTH'S SALARY.** Omnitrans, provider of public mass transit for the entire San Bernardino valley, is recruiting for a Director of Finance. Reporting to the General Manager, this position is responsible for all accounting functions, financial analysis, investments, and direction of a staff of twelve. Qualified candidates will have a Bachelor's degree (B.A. or B.S.) in Accounting, Finance, or related field plus a minimum of 7 yrs. of progressively responsible exp. in financial management, preferably in public transit; including 2 years in a supervisory position. Must have considerable knowledge of generally accepted acct'g principles, practices & procedures; knowledge of Federal, State, and Local transit funding laws, rules & regs.; and knowledge of information systems for integrated financial acct'g systems, budgeting, statistical systems & financial analysis. In addition to a competitive starting salary, Omnitrans offers an excellent, fully paid benefits package. Resumes are encouraged, but only as an attachment to an Omnitrans application. This position will be open until filled. Applications can be obtained by calling (909) 379-7260. OMNITRANS, 1700 W. 5th Street, San Bernardino, CA 92411. EOE

**ACCOUNTING MANAGER** - City of West Covina, CA. Salary: \$57,444 - \$77,556 annually, effective July 1, 2002, plus an excellent benefit package. The Finance Department is looking for an individual to coordinate the planning, development and control of the City's accounting financial reporting activities, as well as the implementation of goals, policies and procedures relating to financial management, accounting and payroll. Position requires a Bachelor's Degree in Accounting, Business, or a related field and 4 years of professional accounting experience, preferably in a public agency. A CPA is desirable. A City application is required. Apply by Friday, August 2, 2002 to the Personnel Department, 1444 W. Garvey Avenue, West Covina, CA 91793. Phone: (626) 814-8450 or visit our website at [www.westcov.org](http://www.westcov.org).

**DEPUTY CITY MANAGER FOR ADMINISTRATIVE SERVICES** - City of El Monte, CA (Pop: 116,000). Salary range low to mid-\$100,000. El Monte, an ethnically diverse community 12 miles east of downtown

Los Angeles, is the hub of the San Gabriel Valley. The City has about 389 full-time and 180 part-time staff, with a 2001/2002 annual operating budget of \$44.3 million. This newly created position will oversee about 46 employees in the divisions of Finance, Treasury and License, Purchasing, Human Resources and Information Technology, as well as the City Clerk's Office. Requires a BA/BS (Master's degree desirable) and 7 years progressively responsible experience, 5 of which must have been at the supervisory level. Prefer experience as Finance Director/Assistant Finance Director in a comparable or larger city. Being bi-lingual (English-Spanish) a plus. See our website at [www.dmgmaximus.com/recruit](http://www.dmgmaximus.com/recruit). Send resumes by 7/19/02 to **MAXIMUS**, Attn: Norman Roberts or Eric Middleton, 10474 Santa Monica Blvd., #208, Los Angeles, CA 90025, FAX (310) 475-8007, or e-mail [searchla@maximus.com](mailto:searchla@maximus.com). EEO/ADA. ***Female, Minority and Disabled Candidates are Encouraged to Apply.***

**FISCAL OFFICER, COMMUNITY SERVICES DEPARTMENT (CSD)** Contra Costa County, CA (Pop: 940,000). Salary \$62,820—\$80,412 (includes pay for performance). CSD has an annual budg of over \$20 mil & about 400 employees located at more than 20 service centers across the County. Position rpts to the Dir/Asst Dir of CSD and supv 7 staff. Requires relevant BA/BS and 5 yrs prog responsible exp in a managerial or acctg position performing fiscal or budgetary analysis, incl at least 2 yrs budg prep & control (adtl exp/educ may substitute for the major or some exp). See [www.dmgmaximus.com/recruit](http://www.dmgmaximus.com/recruit). Send resumes by 7/12/02 to **MAXIMUS**, Attn: Norman Roberts or Marsha Noble, 10474 Santa Monica Blvd., #208, Los Angeles, CA 90025, FAX to (310) 475-8007, or e-mail to [searchla@maximus.com](mailto:searchla@maximus.com). EEO/ADA. ***It is the policy of Contra Costa County not to discriminate because of race, color, religion, sex, sexual orientation, national origin, age or disability.***

**FINANCE DIRECTOR**—City of San Marino, CA. \$7,622-9,300/mo. **Deadline: 7/31/02.** Will direct and control the accounting and revenue functions of the City including general ledger, payroll, accounts payable, fixed assets, grants, reconciliations, audits, financial reporting, preparation and monitoring of capital budget, investment planning and related responsibilities as required. Bachelor's degree in accounting,

finance, public/business administration or related field is required, along with 6 yrs of increasingly responsible experience in governmental financial planning and administration, and 4 years of supervisory responsibility. A CPA certificate or Master's degree is desirable but not required. Apply at Personnel Dept., City of San Marino, 2200 Huntington Drive, San Marino, CA 91108 or call 626/300-0700 for application. EOE. Website: [www.cityofsanmarino.org](http://www.cityofsanmarino.org).

**SENIOR BUDGET ANALYST** - City of Santa Monica, CA. Salary \$4,833 - \$5,967/mo. + excellent benefits. Monitors, researches, analyzes and implements complex programs and research projects related to the City's budgetary operations. Requires: Graduation from an accredited college or university with a Bachelor's degree in Business, Public Administration or a related field. Three years of budget analysis, budget preparation and budget administration experience. A Master's degree in Business, Public Administration or a related field may be substituted for one of the required years of budget related experience. Public Sector budget experience is desirable. Apply by: 5:30 p.m., Thursday, July 11, 2002. Apply at: City of Santa Monica Human Resources Dept., 1685 Main St., P.O. Box 2200, Santa Monica, CA 90407. Phone: (310) 458-8697 or visit [www.santa-monica.org/hr](http://www.santa-monica.org/hr).

**ACCOUNTING MANAGER** - Aliso Viejo, CA. Salary: \$60,000 - \$120,000. Aliso Viejo (population 40,166) was incorporated on July 1, 2001. The City is located in Southern Orange County just 2.7 miles from the Pacific Ocean. A management team is being hired for this new city. One of the key team members is the Accounting Manager. The ideal candidate must thrive in the excitement of a fast-paced, innovative contract city. He/she must have broad-based knowledge and experience of accounting policies/procedures and generally accepted accounting principles. The candidate must exercise independent discretion and work in a collaborative team environment. Knowledge of advanced governmental accounting, auditing principles and practices is required. Candidates should have a minimum of three years of professional governmental accounting experience and a Bachelor's degree from an accredited college or university with major course work in accounting, finance, business administration or a closely related field. A CPA

(continued on page 8)

## Up the Ladder (cont'd from pg 7)

is preferred but not required. The salary control point for this position is \$75,000, with additional compensation available through the City's leading edge pay-for-performance system. To apply for this position, please submit your resume to Lisa Mill, The Mills Group, 2314 N. Olive Lane, Santa Ana, CA 92706-1936; or e-mail your resume to [lmills@themillsgroup.net](mailto:lmills@themillsgroup.net) by Tuesday, July 9, 2002. The City of Aliso Viejo is an Equal Opportunity Employer. For further information, please contact The Mills Group at (714) 938-3878.

**ACCOUNTING MANAGER** - City of Sacramento, CA. The City of Sacramento, California's Capitol community, is seeking an Accounting Manager. A full-service city serving a population of over 400,000, Sacramento has a FY02-03 annual budget of \$678 million and 4,646 full-time employees. Reporting to the Director, the Accounting Manager is one of six division managers in a newly formed Finance Department. The Manager is responsible for monitoring all disbursements and maintaining the financial records for all programs of the City and its related joint powers agencies; safeguarding City assets through the development & management of internal control systems; managing financial and compliance audits; and preparing related reports including the Comprehensive Annual Financial Report. Division resources include 26 professional and support staff. The ideal candidate will be a progressive leader able to collaborate and build consensus effectively with City staff. Candidates must be experienced local government accounting/finance professionals with excellent technical, people, organizational and supervisory skills, as well as experience with mainframe accounting systems. A Bachelor's degree in finance, accounting or related field is required; possession of CPA or related professional accounting credentials, or a Master's degree is desirable. For more information about the City, see its web site at [www.cityofsacramento.org](http://www.cityofsacramento.org). The current annual salary range for the position is **\$61,446-\$92,168**. The City also offers an attractive management benefit package. To be considered for this exceptional career opportunity, submit your resume and cover letter with three work-related references and current salary by **Friday, August 2, 2002** to Kris Kristensen, SHANNON EXECUTIVE SEARCH, 241 Lathrop Way, Sacramento, CA 95815. Phone 916/263-1401; Fax 916/561-7205; Email:

[resumes@cps.ca.gov](mailto:resumes@cps.ca.gov); Web site: [www.cps.ca.gov/shannon](http://www.cps.ca.gov/shannon).

**CHIEF DEPUTY TREASURER-TAX COLLECTOR** - Contra Costa County, CA (Pop: 940,000). Salary range \$103,800 to \$114,540 (includes pay for performance). The Treasurer-Tax Collector's Office is responsible for collection of property taxes and for safekeeping of County funds, in addition to managing the investments, cash flow, and short-term borrowings for the County and its agencies, school districts, & community college district. The Office has 35 staff, with a total annual budget of \$3.9 million. Position reports to the elected Treasurer-Tax Collector and directs the personnel, fiscal & admin functions of the Office. Requires relevant BA/BS & 5 yrs progressively responsible exp performing managerial acctg, auditing, fin or investment duties in a pub agency or fin institution, at least 3 yrs as supv, mgmt or exec. Master's deg and/or CPA a plus. See [www.dmgmaximus.com/recruit](http://www.dmgmaximus.com/recruit). Send resumes by 7/31/02 to **MAXIMUS**, Attn: Norman Roberts or Marsha Noble, 10474 Santa Monica Blvd., #208, Los Angeles, CA 90025, FAX (310) 475-8007, or e-mail [searchla@maximus.com](mailto:searchla@maximus.com). EEO/ADA. *It is the policy of Contra Costa County not to discriminate because of race, color, religion, sex, sexual orientation, national origin, age or disability.*

**ACCOUNTING TECHNICIAN I & II (Flex)** - City of Del Mar, CA. Acct Tech. I — \$32,924.08 - \$40,020.16 + benefits; Acct Tech. II — \$34,604.17 - \$42,061.59 + benefits. Two years of accounting-related experience involving a wide variety of standard to moderately difficult tasks in preparing utility billing, payroll, benefits and A/P and A/R responsibility. Preference will be given to Customer Service-oriented applicants who have successfully completed college-level accounting courses. Experience preparing payroll and/or administering benefits is preferred. Job Announcement & Required Application Materials Available at City Hall, 1050 Camino Del Mar, Del Mar, CA 92014, or at [www.delmar.ca.us](http://www.delmar.ca.us), or send a Self-Addressed Stamped Envelope. **FILING DEADLINE: 5:00 p.m. on July 17, 2002.** A tentative Administrative test date has been set for July 23, 2002. All applicants will be notified by mail or phone if selected to interview. Postmarks will not be accepted.

**ACCOUNTANT** - City of San Gabriel, CA. \$3,438 - \$4,178/mo. Plus 7% City-paid PERS

& 8% City-paid 457 Deferred Comp. Performs variety of highly responsible and complex professional accounting services. Education/Experience: Graduation from accredited college/university with Bachelor's Degree in accounting, business or related field plus two (2) years experience in governmental accounting or related field. Related graduate training in an accredited college/university may be substituted for required experience up to maximum of one year. City application and resume required. Apply by Friday, 5:00 p.m., 8/30/02 to: Personnel, City of San Gabriel, 425 S. Mission Dr., San Gabriel, CA 91776, 626-308-2804.

**ACCOUNTING OPERATIONS SUPERVISOR** - Monrovia, CA. \$4,602 - \$5,873/month (plus excellent benefit pkg). Will serve as first-line supervisor for staff performing City payroll, AP/AR, utility billing, cash collections and other related finance operations. Requires undergraduate degree in bus. administration, acctg, or closely related field plus 3 yrs responsible professional experience in municipal acctg work, incld 2 yrs in a supervisory capacity. Familiarity w/MS Office desirable. Apply: City of Monrovia, Human Resources Department, 415 S. Ivy Ave., Monrovia, CA 91016 or call (626) 932-5592 ext. 2701 for application. Website: [ci.monrovia.ca.us](http://ci.monrovia.ca.us). Closes 7/16/02 @ 6pm.



### How Can I Advertise?

Email your classified job ad to Amy Johnson at [johnsona@cacities.org](mailto:johnsona@cacities.org) (rich text or plain text format only). The charge to advertise is \$8.00 per 40-character line. Please also include billing information, or indicate if you wish to pay via credit card. Ads must be received by the 25th of each month for the next month's insertion.



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## President's Message *(cont'd from pg 1)*

Other areas GFOA is monitoring and working with members of Congress on are Homeland Security, Insurance, Social Security Reform, Health Care, Tax Simplification, and Bankruptcy Reform.

**GASB 34 Certificate Program.** GFOA stressed to all implementers of GASB 34, that as long as a good faith effort is made, agencies won't lose the award even if some areas of the report are not 100% correct. Their goal is to provide us all with good feedback on areas that need improvement and constructive criticism to enable preparers to improve the report the following year. Although agencies are not allowed to have two extensions for the same reason, you can qualify for a 30-day extension in the year that you convert to GASB 34. So do not despair that you will not be able to qualify for the award; work hard and diligently to be sure that the report is completed as correctly as possible, but know that GFOA will work with you, especially in the first year of submission of your GASB 34-compliant report.

**Roundtable Discussions.** GFOA solicited feedback at this meeting in several areas, and I thought you would like to know that many attending this meeting commented on the CSMFO

web site. They indicated that it was extremely well done and provided a wealth of good information. A special thanks to our Technology Committee, as well as Frances Medema and Kirk Biglione, for continuing to ensure that our web site is up-to-date and filled with quality information.

**GFOA Newsletters.** In case you didn't know, all past GFOA newsletters are archived on the GFOA web site, so if you are looking for past issues they are available online.

**State Budget.** Last but certainly not least, as we go to press with this newsletter, we still do not have an adopted State Budget. We'll all be keeping a close eye on the State to see what the final results are when the Budget is finally adopted. I suggest you continue to monitor the process and be sure to let your representatives know your city's position on their recommendations to balance the budget.

**Thought for the Month.** Have a wonderful, carefree, enjoyable summer and as we enter this new fiscal year, keep this thought in mind: "Every job is a self-portrait of the person who does it. Autograph your work with excellence." Author Unknown

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