

President's Message

Janet Salvetti, Finance Director, City of Stockton

As I sit here writing this article I am clearly being distracted by the beautiful spring day out side my office window. Not a day that one particularly wants to be inside, especially on a Friday afternoon. But, the demands on most of us probably find us all behind our desks as spring blossoms. The day is filled with budget preparation, responses to the City Manager and Council, analysis on revenue generation, and a myriad of issues individual to each of us.

However, also in need of our attention are the State economic outlook and the potential effects of the 2005-2006 budget proposal released by Governor Schwarzenegger in early January. Although local government has agreed to participate in helping to narrow the state's budget gap, we received significant backing by the voters who passed Proposition 1A by over 80% last November.

One of the key concepts of the Governor's proposal was to amend the state constitution to totally change the CalPERS system for employees hired after 2007. Needless to say, our budgets are being impacted by the CalPERS rates. Although funding this benefit may be a challenge to some Cities, the effect on government employees could be severe. Since many positions in the public sector are paid less than their peers in similar positions, no longer will our agencies be competitive in attracting qualified candidates by offering a guaranteed pension.

No doubt, the cost of the pension benefit should be taken into close scrutiny. But a reform to the pension system is a grave issue. A constitutional amendment as proposed by the Governor and Assemblyman Keith Richman is certainly a giant step that may sound good to the voters but practically may not be a viable solution. Alternatives to control pension costs need to be worked on collaboratively. Once again, we need to let our voices be heard.

A large part of the success of Proposition 1A was the efforts put out by our organization. We now need to work in association with the League of California Cities to arrive at the best solution for all to this problem.

CSMFO 2005 Annual Conference



Janet Salvetti and Jesus Nava



Bob Biery, Anita Lawrence, Patty Biery

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Take advantage of our monthly publication by sharing your ideas with us. 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 or call us at 916/658-8210!

**The MININEWS
is your newsletter!**

2005 CSMFO

Officers and Directors

President,

Janet Salvetti, Stockton

President-Elect,

Mark Alvarado, Monrovia

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Anita Lawrence, Camarillo

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Frances Medema, League of CA Cities

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Cathy Lucas, Stockton

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Greg Baird, Modesto

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Jesse Takahashi, Campbell

Gavin Curran, Laguna Beach

Sandra Schmidt, Las Virgenes MWD

Derek Hanway, Burbank

Technology

John Adams, West Hollywood

Rob Sousa, Benecia

Julia James, South Gate

Scholarship Program

Steve Conway, Los Gatos

Candis Hong, Thousand Oaks

CSMFO 2005 Annual Conference



Willie Brown, Keynote Speaker



Cindy Guziak, John Adams, Gavin Curran



Anita Lawrence, Frances Medema



Tamera Haas, Jim McAdler, Paul Rosentiel



Daniel Massiello, Lisa Hildabrand,
Andrew White



Dennis Danner and Wife

Intermediate Governmental Accounting

Another Intermediate Government Accounting workshop is scheduled for May 3, 2005 in Sacramento and June 7, 2005 in Indian Wells. The class will last from 8 a.m. - 5 p.m. and is appropriate for individuals that have some accounting background, but may be new to the government sector or for someone who has recently assumed responsibility for financial accounting and reporting. It is also appropriate for anyone interested in brushing up on basic government accounting skills. This class is offered to earn 8 CPE credits, and attendees will receive a certificate of completion at the completion of the class.

The cost of the class is \$135 and includes materials, lunch and refreshments. Registration may be limited, so please register as soon as possible. Registration flyers and a class outline may be downloaded from the CSMFO website at www.csmfo.org by clicking on the link for Intermediate training under "Upcoming Events." A course outline is also available to view. If you don't have access to the website, please call Matthew Stanbery at 949-221-0025 for registration information.

Chapter Meeting Notices

Central Coast

Gayla Chapman, Chapter Chair,
City of Grover Beach

Date: May 12, 2005

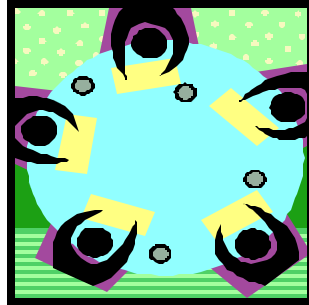
Time: Noon

Place: Rosa's Restaurant
Pismo Beach, CA

Spkr: Bill Statler, City of San Luis Obispo

Topic: The Good, the Bad and the Ugly:
Telling the Interperiod Story

RSVP: Eve Byrd
805/473-4558
ebyrd@grover.org



Monterey Bay

Marc Pimentel, Chapter Chair,
City of Monterey

Date: April 29, 2005

Time: 11:00-2:15

Place: Crazy Horse Restaurant
Monterey, CA

Spkr: Rebecca Elliott, Regional Rep.,
League of CA Cities

RSVP: Marc Pimentel
831/646-3947
pimentel@ci.monterey.ca.us

Channel Counties

Christy Pinuelas, Chapter Chair,
City of Camarillo

Date: April 13, 2005

Time: 11:45-2:00

Place: Camarillo Police Department
Camarillo, CA

Spkr: Fran Mancia & Marina Sloan
MBIA MuniServices Company

Topic: What is happening in the Legis-
lature - 2005: The Streamlined
Sales Tax Project and Local Govt.

RSVP: Jill Gordon
805/388-5320



CSMFO Chapter Chairs

Chapter Assistant - Tawni Escudero, League of California Cities 916/658-8210 or tescudero@cacities.org

<u>Chapter</u>	<u>Chairperson</u>	<u>Telephone</u>	<u>Email Address</u>
Central Coast	Gayla Chapman	805/473-4552	gchapman@grover.org
Central Los Angeles	Becky Lingad	562/860-0311	becky_lingad@ci.cerritos.ca.us
Central Valley	Teri Albrecht	209/577-5458	albrecht@cityofmerced.org
Channel Counties	Christy Pinuelas*	805/388-5358	cpinuelas@ci.camarillo.ca.us
Coachella Valley	Kevin McCarthy	760/346-2489	kmccarthy@cityofindianwells.org
Desert Mountain	Deb Sousa	760/240-7000	dsousa@applevalley.org
East Bay	Mary Dodge	510/215-4312	mdodge@ci.el-cerrito.ca.us
Imperial County	Vivia Arellano	760/356-2913	varellano@holtville.ca.gov
Inland Empire	Laura Nomura	951/826-5972	lnomura@riversideca.gov
Monterey Bay	Marc Pimentel	831/646-3947	pimentel@ci.monterey.ca.us
North Coast	Bill Mushallo	707/543-3092	bmushallo@ci.santa-rosa.ca.us
Northeast Counties	Steve Strong	530/225-4087	sstrong@ci.redding.ca.us
Northwest Counties	Carolynn Thomas*	707/441-4114	cjthomas@ci.eureka.ca.gov
Orange County	Esmyrna Jorge	949/707-2626	mjorge@ci.laguna-hills.ca.us
Peninsula	Thomas Fil	650/595-7435	tfil@ci.belmont.ca.us
Sacramento Valley	Susan Mahoney	916/725-2448	smahoney@ci.citrus-heights.ca.us
San Diego County	Alison Hunter	619/336-4332	ahunter@ci.national-city.ca.us
San Gabriel Valley	Terrence Beaman	626/932-5513	tbeamman@ci.monrovia.ca.us
South Bay	Stella Georgious	310/524-2324	sgeorgious@elsegundo.org
South Bay	John Morreale	310/217-9521	jmorreale@ci.gardena.ca.us
South San Joaquin	Judy Bier	559/896-7516	judyb@cityofselma.com

* Indicates Senior Chapter Chairs

Tracking the Legislative Process - Spring 2005

Frances Medema, Management Analyst, League of California Cities

Spring recess has just ended for legislators and budget hearings are scheduled over the next several weeks. As the session gets closer to the May budget revision, local officials will want to keep an eye on any rumors of changes to the January budget proposal. In addition, local officials will want to monitor proposed ballot initiatives and legislative constitutional amendments. As of March 25, 62 initiatives have been approved by the Secretary of State for circulation and 10 are pending with the Attorney General. At this point, it is anyone's guess which initiatives will appear on the special election that is anticipated in November.

The number of bills related to local government fiscal issues seems lower this year. There are the typical bills to exempt sales tax for certain purchases and exemptions for property taxes from special groups of individuals. Given the state budget situation, any proposals that will reduce revenues or cost more will likely be held in suspense. On the positive side, several bills have been introduced to enhance revenue collection. A number of these collection bills attempt to tighten reporting requirements that would guarantee increased collection of use tax. If you want to examine the bills of interest in the municipal revenue and taxation area, follow these simple instructions:

- Go to the League website www.cacities.org
- Place the cursor over the Issues and Legislation section on the left sidebar, then scroll down and click on Revenue and Taxation
- Click on the Tracked Legislation across the top of the page.
- Choose the bills that you want to view – priority, watched bills, support and oppose bills

If you have not already registered to receive the League's weekly legislative newsletter, Priority Focus, you can do so from the same Issues and Legislation section. Just go to the Legislative Resources section and the sixth resource down will allow you to subscribe to the weekly update that is sent via email – anyone is welcome to subscribe. The weekly update will advise officials on important bills and hearings coming up in both Sacramento and Washington. The update will also list workshops and other events that will interest local officials.

The initiative process is more difficult to track. It is confusing since many initiatives are introduced in different versions. At this point, it remains uncertain whether the legislative and governor will reach consensus on some of the priority issues that are the focus of a number of the initiatives and legislative amendments. Local officials will be interested in tracking initiatives covering two general areas: pension reform and budget reforms, including spending caps. Pension reform measures include both a legislative constitutional amendment proposal by Assembly Member Richman and an initiative backed by Citizens to Save California (CSC) with the Governor's current backing. Both propose to move future government employees from a defined benefit plan to a defined contribution plan. The League formed a special task force to examine the issue and explore options. The task force developed a report to the League board, which may be found on the League's website www.cacities.org.

In the area of budget reforms, two currently appear to be receiving the greatest amount of attention. In the legislature, ACAX1 5 (Keene) has been debated in legislative hearings. The measure would allow expenditures to continue at prior year levels if a budget is not adopted on time. If the budget is not balanced, the Governor must call a fiscal emergency and if the legislature were unable to adopt a balanced budget within 45 days, across the board cuts would be implemented – there is some concern with the impact of across-the-board cuts on local programs that rely on state funding. The proposal makes some changes to Prop 98 school funding and would prohibit borrowing Prop 42 transportation funding. The full text may be found on the League's website under the bill tracking feature.

The budget initiative proposal backed by CSC and currently supported by the Governor would also set new spending limits, change Prop 98 funding, change the process late budgets and mid-year adjustments, prohibit the suspension of Prop 98 funding and require scheduled repayments of mandate reimbursements incurred prior to 2004-05. The spending limit would be set at prior-year expenditure level plus average growth rate for three prior years. Any excess funds would be shared in budget reserves, Prop 98 maintenance, payment of deficit finance bonds and transportation loans, and highway and school infrastructure projects. The initiative also outlines procedures for the governor to declare a fiscal emergency and reduce expenditures. Previously approved mandate reimbursements would be required to be repaid within 5 years, this repayment schedule was previously set under statute not constitutionally protected.

Lastly to keep current with the latest legislative actions, don't forget the CSMFO Legislative Seminar on May 19. The program will include a discussion of revenue and taxation bills, pension reform and any other proposed employee benefit legislation, proposed special district legislation, and the May budget revision proposals. CSMFO seminar organizers have invited a capitol political pundit to speak at lunch about political maneuverings underway. As always, this seminar should be a **must attend** for those eager to learn what political activities in Sacramento may have an impact on their local fiscal circumstances.

Up the Ladder

ACCOUNTING MANAGER – City of Bell Gardens, CA – (Salary: \$5,425 - \$6,594/ Monthly. Excellent benefits including PERS (2% @ 55) and a 4/10 work schedule.) Under general direction of the Finance & Administrative Services Director, duties may include but are not limited to the following: Analyzes fiscal transactions to assure conformity and compliance with generally accepted governmental accounting procedures and practices as well as City codes and ordinances; collects, analyzes, interprets and documents fiscal and operating data; prepares financial statements and reports; audits financial records; assists in budget preparation, manages year-end closing and internal audits; coordinates and updates financial transactions of the CDBG program; other duties as assigned. Minimum Qualifications: Three years of progressively responsible professional experience in finance at the level of Senior Accountant or above; experience in the supervision of major financial function or division, or in the management of audits of local government entities; Bachelor's Degree in Accounting, Finance, Business or Public Administration; Master's Degree and/or CPA certification highly desirable. The filing deadline for this position is Thursday, April 14, 2005 at 6:00 p.m. No postmarks will be accepted. A completed City of Bell Gardens application is required for consideration. Resumes will not be accepted in lieu of a city application www.bellgardens.org (562) 806—7708

ACCOUNTANT - City of Bell Gardens, CA - (Salary: \$4,543 - \$5,522/Monthly. Excellent benefits including PERS (2% @ 55) and a 4/10 work schedule.) Under the general direction of the Accounting Manager and/or the Director of Finance and Administrative Services, the Accountant performs professional accounting tasks related to the audit and reconciliation of accounts. Responsible for the City and the Redevelopment Agency's accounting operation functions; provides professional, administrative and technical financial support

to the Finance Department; other duties as assigned. Experience: Requires thorough knowledge of generally accepted accounting principles and practices; computerized accounting systems; accounting, auditing, and financial reporting. Requires the ability to prepare financial statements in accordance with GAAP. Minimum Requirement: Graduation from an accredited four-year college or university with a degree in accounting, finance, business administration, public administration, or a closely related field. Three years of municipal accounting experience. Familiarity with EDEN governmental accounting system highly desirable. The deadline for this position is Thursday, April 14, 2005. A completed City application is required for consideration. Resumes will not be accepted in lieu of a City application. No

PURCHASING MANAGER - City of Banning, CA -(Salary Range \$50,753-\$68,666 annually/plus excellent benefit, including PERS 2.5% @ 55. Responsible for the supervision and organization of the City's centralized purchasing activities and related work as assigned. Serves as a technical procurement resource for City's Management, employees and the public. A Bachelor's degree in Business Administration, Marketing, Accounting or related field & three (3) years of professional purchasing experience including one (1) year in a supervisory capacity. Possession of a valid class "C" Calif. driver's license is required. A Certified Purchasing Manager (CPM) certification is desirable. Open until a sufficient number of applications are received. Initial screening of applications on 04/15/05. For application and job flyer, call: (951) 922-3108. Submit application to: City of Banning, Human Resources, 99 E. Ramsey St., P.O. Box 998, Banning, CA, 92220, or visit our website at www.ci.banning.ca.us. EOE

CONTROLLER - Castaic Lake Water Agency. Salary: \$7,036 - \$8,553/month. The Castaic Lake Water Agency services an area of 195 square miles and supports a population of approximately 200,000 in Los Angeles and Ventura counties. The

Agency has an annual operating budget of \$18.7 million, a capital budget of \$59.5 million and annual revenue of approximately \$75.3 million. The position will be responsible for managing, planning and coordinating all aspects of the Accounting Department. The position will also be responsible for fund management, general ledger activities and coordination of the audit function. The ability to prepare and maintain fiscal and accounting records, as well as reports and financial statements is essential. The ideal candidate will have experience with reviewing payroll, a/p, and vendor contracts. Requires seven years of accounting experience, with 2 years management experience. Government accounting experience preferred. A Bachelor's degree in accounting, finance or business administration is required. A CPA is desirable. Call (661) 297-1600 or visit www.clwa.org for the required Agency application. Send completed application to: Human Resources, Castaic Lake Water Agency, 27234 Bouquet Canyon Road, Santa Clarita, CA 91350.

ACCOUNTING OPERATIONS MANAGER – City of Culver City, CA – [Salary Range: \$71,885 to \$87,743 annually + Generous Benefits Package. In addition, the City pays the employee's 7% retirement contribution to the Public Employees' Retirement System; employee pays 1%. Generous Benefits Package includes the following: 457 Deferred Compensation Plan (City contributes \$142.25 per pay period on behalf of employees that contribute a minimum of \$76.25 per pay period); Paid medical, vision care, and dental insurance for employees and dependents; \$400 reimbursement for wellness programs; \$50,000 term life insurance; City paid retirement contributions (P.E.R.S.) 2.5% @ 55; Social Security membership; and generous vacation, sick leave and holiday programs.] This management position reports to the Deputy City Treasurer and is responsible for the performance of complex financial activities for both the City and the Culver

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Up the Ladder

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City Redevelopment Agency (Agency). This position is also responsible for the development and management of the accounts payable and payroll operations assuring proper processing of documents and financial reports. Assures the maintenance and timely production of accounting and financial reports from varied accounting personnel, providing information for management and the City Council. Oversees the City and Agency's accounting operations functions which includes supervision of professional, technical, and clerical employees, reviewing records, and preparing related reports and tax forms. Works closely with I.T. Department to develop and maintain systems, streamline processes, and insure compliance. Establish and maintain internal audit functions. Bachelor's degree in accounting and five years of experience at the working level of professional accountant, preferably in the public sector. Filing Deadline: Completed Culver City applications due April 14, 2005. For more information, contact: Personnel Department, City of Culver City, 9770 Culver Blvd., CA 90232, call the jobline (310)253-5651 or apply on-line at www.culvercity.org

FINANCE MANAGER – City of Fontana, CA. Salary: \$7011 - \$8522 monthly. This management position is in the Management Services Department and deals with general financial functions, cash management, payroll, tax compliance, special financial studies and supervision of accounting staff. The successful candidate will have five (5) years of increasingly responsible experience in professional government accounting including two (2) years of administrative and supervisory responsibility, as well as a Bachelor's Degree from an accredited college or university with major coursework in accounting or a closely related field. MBA/MPA or CPA highly desired. APPLY BY: Thursday, April 28, 2005 at 4:30 p.m. APPLY AT: Human Resources, 17005 Upland Ave., Fontana, CA 92335 or visit our website at www.fontana.org. Phone: (909) 350-6750

ADMINISTRATIVE ANALYST I– City of Lomita, Ca. Salary: \$2862-\$3553/mo. Entry-level position working under the direction of the Finance Supervisor and Administrative Services Director. Responsibilities include budget preparation and analysis; review of expenditure reports; providing accounting support; assisting with payroll and benefits functions; revenue forecasting and monitoring; writing staff reports; and making presentations on budget and other finance issues. Strong analytical skills are required. Graduation from accredited four-year college or university is required, preferably in accounting, business, public administration or a closely related field. A Master's Degree is preferred. Municipal finance experience desirable. A completed City application is required for consideration - download from www.lomita.com/cityhall. Resumes should also be attached. No facsimiles. Apply to: City of Lomita, Human Resources Officer, 24300 Narbonne Ave, P.O. Box 339, Lomita, CA 90717. Deadline: Open until filled. To obtain further information, e-mail n.barton@lomita.com.

FINANCE MANAGER – Long Beach Transit, Long Beach, CA - (Salary: \$5,833 - \$7,083/monthly, DOQ). Excellent benefits include: health, dental, vision, life, and pension plan. Long Beach Transit is seeking a Finance Manager. This position reports to the Chief Financial Officer and is responsible for the company's general accounting system and financial reporting requirements. This also includes the daily supervision of staff in payroll, accounts payable, and accounts receivable. The Finance Manager ensures that the general ledger postings are timely, correct, and complete, and provides accurate financial reporting on which management makes decisions. Working closely with the CFO, the Finance Manager assists in the coordination of the annual audit and budget preparation. Maintains oversight for monthly invoices, reports, and reconciliations. Supervises general ledger entries and monthly bank reconciliations. Educational and Experience: Minimum five years of general accounting experience with supervisory responsibility. Bachelor

of Science in Accounting or equivalent is required. Masters Degree highly desirable. Knowledge of GAAP and other related governmental accounting standards is encouraged. Must have knowledge of database financial systems and strong PC skills, especially with spreadsheets. Strong oral and written communication skills are a must. Applicants may send resume and salary history by fax to (562) 218-1994; email to: HR_WEB@lbtransit.com or submit in person at: 1963 E. Anaheim Street, Long Beach, CA 90813, between the hours of 8:00 am and 4:30 pm, Monday through Friday. This announcement is for general information purposes only. It is not intended to be a job description. Information provided is subject to change. Hiring decisions are not based solely on the above information. Additional information may be obtained from our website: www.lbtransit.jobinfo.com.

ASSISTANT CONTROLLER - The Metropolitan Water District of Southern California. Annual Salary: \$92,394 - \$127,358 (DOQ) + Excellent Benefits. The Metropolitan Water District of Southern California is one of the world's largest water agencies and covers 5,200 square miles in Los Angeles, Orange, San Diego, Riverside, San Bernardino, and Ventura counties. The Assist. Controller is responsible for accounting operations through the management of staff and budget resources to meet priorities established by the Controller and CFO. A BA in business/public administration, accounting, finance or a related field & 6 years of increasingly responsible experience of which 3 years must have been in a project management, supervisory or lead position, or, an MA & four years of increasingly responsible experience of which three years must have been in a project management, supervisory, or lead position are required. An active CPA license is also required. Apply no later than May 3, 2005 to: RJA Management Services, Inc., 550 W. Duarte Rd., Suite 6, Arcadia, CA 91007, 626-447-3318, www.rjamanagement.com.

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Up the Ladder

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TEMPORARY ACCOUNTING AND FINANCE POSITIONS - Moreland & Associates, Inc. is a CPA firm serving all of California that provides interim financial staffing to cities and special districts experiencing temporary vacancies in key finance and accounting positions. We are seeking Senior Accountants, Accounting Managers, Finance Directors and other professionals with governmental accounting experience who would like to work on an interim basis, either full- or part-time. For more information, please contact Mindy Jacobs at 949-221-0025 x226 or mjacobs@moreland-assoc.com.

FINANCE MANAGER - Nevada Irrigation District, located in the foothills above Sacramento, is seeking applications for the position of Finance Manager. Qualified applicants will have a strong working knowledge of financial planning and be able to direct the activities of the Finance Department including accounting, budgeting, managing a portfolio and setting water rates. Reporting to the General Manager, the right candidate will possess a bachelor's degree from an accredited college or university with major course work in finance or accounting, plus a minimum of seven years experience in financial management or accounting including five years of administrative and supervisory responsibility. Annual Salary - \$81,344 - \$98,875. Excellent benefits. Deadline to apply: 5 p.m. April 29, 2005. Apps available at 1036 W. Main Street, Grass Valley, CA 95945, 530-273-6185. www.nid.dst.ca.us EOE/INS/ADA Compliant. Completed NID application required.

PRINCIPAL ACCOUNTANT - (Salary: \$5,021 to \$7,065/month, plus excellent benefits.) The City of Newport Beach, one of Southern California's most scenic and dynamic beach communities, seeks a talented Principal Accountant to plan, organize and manage assigned accounting programs, activities and services, and to provide super

vision to accounting division staff. Five years of highly responsible professional accounting or auditing experience in all phases of accounting, two of which must have been in a municipal or closely related environment and one of which must have included supervisory or lead responsibility are required. Completion of an MBA from an accredited college or university or a valid CPA license may be substituted for up to 2 years of the experience requirement. This position also requires a Bachelor's Degree from an accredited college or university with major course work in accounting or a closely related field. **APPLY BY:** April 22, 2005. Applications and job flyers can be downloaded 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, Newport Beach, CA 92663. Phone number (949) 644-3300. No faxes accepted. EOE.

PRINCIPAL ACCOUNTANT - City of Palmdale, CA - (salary: \$4,577 - \$5,842 monthly). Performs full range of difficult accounting duties for Finance Department. Reports to Assistant Director of Finance. Supervises other accountants. Responsible for Comprehensive Annual Financial Report and coordinating the Annual Comprehensive Financial Audit. Assists with investments and portfolio management. Four years of professional accounting experience and Bachelors degree in accounting or closely related field from an accredited University required. Municipal government experience preferred. Benefits include 2.7 % @ 55 PERS retirement & the City pays the employee's 8% contribution. Affordable housing, clean air and recreational opportunities throughout the Antelope Valley. Deadline: April 8, 2005 at 4:30pm. An eligibility list will be established. Application required. See job flyer for details. Apply To: City of Palmdale, Personnel Dept. 38300 Sierra Hwy. Suite A, Palmdale, CA 93550 (661) 267-5400 TDD (661) 267-5167 EOE/Drug Free Workplace/ADA Compliant Workplace. Application & job flyer available at www.cityofpalmdale.org.

FINANCE DIVISION MANAGER (ACCOUNTING) - City of Pittsburg, CA. Salary: \$74,952-\$91,104 annually, plus an attractive benefits package. Ideal candidates will possess a bachelor's degree in finance, accounting, business administration or equivalent and four years of increasingly responsible experience in professional accounting preferably in a municipal government setting, of which at least two years is at a supervisory level. In addition, a track record of demonstrated accomplishments and flexible management style. Interested candidates may contact call the job hotline for application materials (925) 439-JOBS or visit us on-line at www.ci.pittsburg.ca.us. Final Filing Deadline: April 15, 2005.

DEPUTY TREASURER - Unified Port of San Diego, CA. The Unified Port of San Diego is currently accepting applications and/or resumes for the position of Deputy Treasurer. This position is exempt (not eligible for overtime). The Unified Port of San Diego provides a comprehensive benefit package including employer paid medical, dental and life insurance; thirteen (13) paid holidays per year, paid vacation, tuition reimbursement, a defined benefit retirement plan and more. Deputy Treasurer is responsible for developing, managing and carrying out the Port's treasury functions, including the management and investment of cash, management of the Port's investment portfolio in accordance with state law and Port investment policies, management of the Port's banking relationships and management of the Port's cash receipt and collections activities and operations. The incumbent is responsible for managing and participating in the Port's bond and debt programs and for coordinating activities with teams of Port representatives, independent financial advisors and legal counsel to achieve financing objectives. Minimum requirements for this position is graduation from a four-year college or university with a major in accounting, finance, business administration or a closely related field; and at least eight years of progressively responsible professional investment man

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Up the Ladder

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agement or financial analysis experience, preferably in a public agency, at least three of which involved the investment and management of funds. A Master's degree in finance or business administration is preferred and can be substituted for one year of experience. Certified Cash Manager, Chartered Financial Analyst and/or Certified Municipal Treasurer Certification is preferred. A current, valid California Class C driver's license at time of appointment and maintained at all times thereafter in order to operate a vehicle on District business. SAP experience highly preferred. Resumes may be faxed to 619-686-6408 (indicate exam # 09/05) or call the 24-hour Job Line at 619-686-6599 to obtain an application package. Mail resumes to the Unified Port of San Diego, P.O. Box 120488, San Diego, CA 92112-0488, Attn: Human Resources. Exam is open until position filled. For additional information visit our Website at www.portofsandiego.org Approximate Hiring Salary \$74,756 (starting salary based on qualifications and experience). An Equal Opportunity Employer

DIRECTOR, OFFICE OF MANAGEMENT & BUDGET – Sacramento Regional Transit District. Salary: \$76,152-\$97,248/yr + exc benefit package. Sacramento Regional Transit seeks a Director, Office of Management & Budget. Req BA in business, public admin, finance, or closely related field, & 7 yrs progressively responsible mgmt & sup exp in public sector fi & acctng. 6 yrs add'l qual exp may sub for req educ. **APPLY IMMEDIATELY:** Position Open Until Filled. Go to www.sacrt.com to view detailed job announcement, job description, and download an employment application.

ACCOUNTANT – City of San Bruno, CA pop 40,350. Annual salary range \$58,740 to \$72,084; 2.7@55 PERS; home loan assistance program; bilingual incentive of 2.5% to qualified employees. Under the general direction of the Assistant Finance

Director, the Accountant performs professional accounting tasks related to managing and maintaining the financial accounting records for the City's various funds. The position performs the monthly close and reconciliation; prepares the City's annual financial statements; completes various regulatory financial reports; and other duties as assigned. Requires a bachelor's degree in accounting, finance or closely related field; three years of professional accounting or municipal finance experience; thorough knowledge of generally accepted accounting principles (GAAP), computerized accounting systems, accounting, auditing, and financial reporting. CPA highly desirable. Applicants must complete a City application and respond to a Supplemental Questionnaire. Apply online at www.sanbruno.ca.gov, or contact Human Resources (650) 616-7055. Final Filing date: June 1, 2005. EOE

JUNIOR ACCOUNTANT - City of San Fernando, CA (Salary \$3,861-\$4,783/Monthly. Excellent benefits including City paid retirement). Under direction, to perform difficult and responsible accounting functions, statistical analyses, and interpretations of information in the preparation and evaluation of fiscal records, transaction, statements, reports, and accounting systems and procedures; supervise and participate in the work of an accounting unit composed of accounting clerical personnel engaged in the daily operation of a moderate scale accounting system. Serves as in-charge accountant, supervising subordinate clerical personnel engaged in accounting and related activities. Participates in a wide variety of assignments drawn from the range of departmental accounting activities occurring within the monthly/annual accounting cycle including the monthly/annual set-up and maintenance of accounting books, the classification of transactions, trial balance, closing and end of period adjustments and maintenance of inventory control records. Interprets the accounting and other financial provisions of a variety of laws and regulations, recommending steps for their implementation. Interprets/implement accounting procedures required for Federal Grants and prepare necessary reports. Prepares I.R.S. tax filing as required. Experience/Education:

Six (6) years of clerical accounting experience is required, with at least two of the six years in municipal or government accounting. Prior experience as an Accounting Technician is desirable. Two-year college degree with emphasis in accounting is required. Three years experience in the accounting field can be substituted for one year of college. The deadline for this position is Monday, April 11, 2005 at 5:00pm. A completed city application is required for consideration. Resumes in lieu of city application will not be accepted. No fax/postmarks. www.sfcity.org. (818) 898-1200 ext 503.

FINANCE MANAGER - City of Santa Clarita, CA. Salary \$7,313 - \$8,890/mo. A Step - E Step. The City of Santa Clarita is looking for a Finance Manager to join the City's Administrative Services team. Reporting to the Director of Administrative Services, this position is responsible for maintaining the City's financial records; preparation and management of the Finance Division budget; completion of audits and financial reports; analysis of financial impacts of City projects; supervision of professional and clerical level staff. Duties and Responsibilities: Accountable for the proper maintenance of the City's financial records; completion of year end audits and external audits and financial reporting; preparation and management of the Finance Division budget; supervise, train and evaluate financial personnel; manage the General Accounting, Treasury, Grant Administration, Special Districts, Landscape Maintenance District, and Risk Management sections of the Finance division; prepare and analyze financial impacts of projects impacting the City; plan, organize and complete special projects. Education and Experience: BA/BS degree in Accounting, Finance, Business Administration or related field. Master's degree in Public or Business Administration highly desirable; CPA desirable. Five years exempt level municipal finance experience; three years supervisory experience. **APPLY ONLINE** or submit an original city application by

(continued on pg. 9)

Congratulations To New California CPFO's

Agnes Walker, City of Costa Mesa

Congratulations to **Frances Lee**, Accounting Operations Director of the City & County of San Francisco, and **Donna Mullally**, Finance Administrator of the City of Irvine! Both are the latest additions to GFOA's list of Certified Public Finance Officers (CPFO). There are now 292 CPFO's across the nation and Canada; 39 of them are from California.

Congratulations also to the following individuals from California who passed the Certification exams held in the fall of 2004, with the Cities of Belmont and Hermosa Beach as hosts: **Teri Albrecht**, Deputy Finance Officer, City of Merced and **N. Alex Bragado**, Support Services Deputy Director of San Diego – Operating & Capital Budgeting; **Betsy Cooper**, Financial Services Manager, County of Santa Barbara – Cash Management & Investments; **Mark Paul**, Senior Financial Analyst, County of Santa Barbara, and **Fred Schulenberg**, Financial Services Manager, City of Santa Clara – Debt Management; **Gregoria Torres** - Assistant Controller, City of Oakland – Pension & Benefits, Risk Management and Procurement.

Viki Copeland of Hermosa Beach, Stella Georgious of El Segundo, Marni Ruhland of Redondo Beach, Nawell Voelker of Belmont, and Agnes Walker of Costa Mesa proctored the exams.

Up the Ladder

(continued from pg 8)

FRIDAY, APRIL 22, 2005 to City of Santa Clarita, Human Resources, 23920 Valencia Blvd., # 130, Santa Clarita, CA 91355. For more information and a complete job bulletin please visit www.santa-clarita.com.

CONTRACT TECHNICIAN/DOCUMENT IMAGING SPECIALIST - South Coast Water District. SALARY: \$2,566 - \$3,665/mo. Plus excellent benefits and 2% @ 55 PERS retirement. South Coast Water District (Laguna Beach, CA) is seeking qualified applicants for the position of Contract Technician/Document Imaging Specialist. This position is under the direction of the Controller and IT Manager and involves the administration of contracts between the District and contractors, vendors and other agencies. Also responsible for coordinating the procedures involving document imaging of District Documents and files. Qualified candidate possesses two years responsible bookkeeping experience dealing with construction contract administration. Contract Technician will assist Departments in developing appropriate RFP guidelines and bid specifications. Review and process progress payments authorized by the Departments against the appropriate contracts and record on project spreadsheets. Must be able to develop procedures involved in managing the District's filing system. Categorize, organize and coordinate electronic filing of District records, reports and files. Knowledge of document imaging procedures and functions is highly desirable. CONTACT: Kathleen Kane, HR Manager. APPLICATION INFORMATION: Applications may be downloaded at website www.scwd.org or may be obtained by contacting HR Dept., South Coast Water District, 31592 West Street, Laguna Beach, CA 92607 at (949)499-4555. DEADLINE: Interviewing process will begin when sufficient qualified applications are received.

DIRECTOR OF FINANCE - San Francisco Public Utilities Commission. Salary: \$141,466 Deadline: Open Until Filled.

Resp. incl. budget prep., acctg., financial planning, contracts & asset mgmt. Req. bac. deg. & exp. in public financial mgmt., incl. supv. & admin. exp. Pref. grad. deg & CPA. Apply immed: Send cv. ltr. & res. to Human Resources, 1155 Market St., 8th Flr., S.F., CA 94103. Info: 415-554-1660.

MANAGEMENT SERVICES DIRECTOR - Town of Yucca Valley, CA. The Town of Yucca Valley (population 20,000) is the gateway to the colorful and healthful hi-desert. Bordered on the west by the San Bernardino Mountains and the south by the Joshua Tree National Park, the community offers all the amenities of life without the complications. Residents enjoy large retail outlets right along side small "mom & pop" establishments. The town is close to ski and mountain resorts, the beaches, the Colorado River, numerous major attractions and even a couple of major cities. The Management Services Director is responsible for both Finance and Human Resource functions. The Finance and Human Resource Division has 5.75 full time staff members. The City seeks a Director who will have a collaborative approach to management and maintain open communication with staff at all levels. The Director must be an effective, creative, motivational and results-oriented leader. He/she will be a proactive manager who promotes team work. The selected candidate should have a professional presence, excellent business acumen and be politically astute, yet apolitical. The ideal candidate for the position will be a generalist with significant experience at the local government level. A Bachelor's degree from an accredited college or university with major course work in finance, accounting, business administration or a related field is required. A Master's degree is desired. If you are interested in this outstanding opportunity, please submit a cover letter and resume to: Bob Murray or Jennifer Nitrio, Bob Murray and Associates, 735 Sunrise Avenue, Suite 145, Roseville, CA 95661, (916) 784-1985 fax, or e-mail: apply@bobmurrayassoc.com. Filing Deadline: May 13, 2005. A detailed brochure is available. Please call (916) 784-9080.

Professional Services Directory

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