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MARCH 2010



## President's Message

— **Ronnie Campbell**, Director of Finance, City of Camarillo,  
2010 CSMFO President

## The Journey Continues...

What an interesting experience it has been thus far to serve this organization in a leadership capacity. Since first having been recruited by Mary Bradley, Director of Finance for the City of Sunnyvale, to participate as a member of the Career Development Committee in 1998, the opportunities presented to me by this organization have been rewarding. I advanced from being a member of the Career Development Committee, to Coordinator of that Committee's Weekend Training Session, then Career Development Committee Vice-Chair and Chair, Board member and now serving as the 2010 President. This has been an incredible journey thus far. With a desire to ensure we provide adequate training and professional development opportunities to our members, I have welcomed the opportunity to serve at the various levels of leadership in this organization. My role as President did not just start in February 2010, but has been a work in progress since my election as President-Elect in 2009.

### The 2010 Conference

Immediately following the 2009 Conference in San Francisco, I began working with my 2010 Conference Co-Chair, Joya De Foor from the City of Los Angeles, along with the 2010 Host Committee members, to develop the "Live from LA" 2010 Conference.

### 2010 Host Committee

- Joya De Foor – Conference Co-Chair, City of Los Angeles
- Joan Michaels Aguilar, City of Azusa
- Mark Alvarado, City of Monrovia
- Viki Copeland, City of Hermosa Beach
- Dennis Danner, City of Newport Beach
- Sara Oberlies, Stone and Youngberg
- Christy Pinuelas, City of Agoura Hills
- Sandra Schmidt, Las Virgenes Municipal Water District
- Adina Vasquez, Willdan Financial Services
- Agnes Walker, South Bay Regional Public Communications Authority
- Danielle Wood, NBS

Each Host Committee member brought a unique perspective to the planning process. A common objective was to create a conference that would provide relevant, timely information to our invited membership that would better equip them to perform their jobs at the local level. We met on a monthly basis (May 2009 – January 2010) in the City of Los Angeles in a conference room provided by the Office of the Treasurer. What an experience it was just getting through security at Los Angeles City Hall. What you were able to experience was a collaborative effort of the Host and Program Committee members. A special thank you to all involved for the months of sacrifice that made this conference a great success.

**President's Message, continued****2010 Program Committee**

- Viki Copeland – Chair, City of Hermosa Beach
- Terrence Beaman, City of Placentia
- Mary Bradley, City of Sunnyvale
- Ronnie Campbell, City of Camarillo
- Harriet Commons, City of Fremont
- Dennis Danner, City of Newport Beach
- Kim Nakamura, City of Camarillo

Recognizing that we were indeed in the midst of a “New Fiscal Reality,” many of the breakout sessions were developed with the objective to motivate us to think more critically and creatively. Hopefully the sessions challenged us as Finance Professionals to provide innovative solutions to complex fiscal challenges that are more than just a temporary fix, but rather a long-term solution.

As Conference Co-Chair, I must express a special note of thanks to two very special individuals who provided administrative support to both Joya De Foor and myself. Yolanda Espinoza from the City of Camarillo and Renee Fletcher from the City of Los Angeles who dedicated numerous hours of personal time to make sure that details were attended to and administrative support was provided with thoroughness, attention to detail and a spirit of excellence. Additionally, Gail Flucke and Liz Zeigler from the City of Hermosa Beach provided administrative support to the Program Committee.

If you were one of the 744 in attendance, I hope you were challenged, motivated and inspired by former Speaker of the House and former San Francisco City Mayor Willie Brown. What an interesting perspective about how to bypass processes that sometime simply impede progress. Perhaps it was noted Economist Christopher Thornburg who provided you with a dose of “reality.” My take is that while the recession may not totally be ended, we are closer now to the end of the projected 18-month duration than when we first began. What better speaker selection could have been made to provide attendees with the latest information regarding the State Budget process than the League of California Cities Policy Analyst, Michael Coleman? In his “Coleman Report” he detailed the outlook on major revenues (Sales and Property Tax, VLF, TOT, etc.) and their projected impact on local governments. Lastly, I hope you left challenged by Patrick Ybarra to not just accept the status quo. I think all will agree that the world of municipal finance is constantly changing/evolving. We have to learn to do more with less on a daily basis. Maverick thinking is what it will take to get the job done.

As we progress forward into 2010, we all will face some fiscal issues. Whether faced with declining revenues (sales tax, property tax, business license, State Cops and the list goes on) or increased expenditures (pension costs, public safety, parks and recreation, etc.) we all have a set of challenges. While our stories are not all the same, there is some thread of commonality, it is not business as usual. Hopefully the tools you were able to amass at the 2010 Conference will prove useful and assist you with the fiscal challenges that lie ahead.

*Continues on next page*

## Officers, Directors and Standing Committees

**President**

Ronnie Campbell, City of Camarillo

**President-Elect**

Scott Johnson, City of San Jose

**Past President**

Thomas Fil, City of Belmont

**Board of Directors**

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 Harriet Commons, City of Fremont  
 Mary Dodge, City of El Cerrito  
 Laura Nomura, City of Irwindale  
 Christy Pinuelas, City of Agoura Hills  
 Jesse Takahashi, City of Campbell

## Committees

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 Steve Heide, Chino Valley Independent Fire District  
 Agnes Walker, South Bay Regional Public Communications Authority  
 Bob Biery, City of Westlake Village  
 Jesse Takahashi, City of Campbell

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 Viki Copeland, City of Hermosa Beach  
 Harriet Commons, City of Fremont

**Career Development**

Margaret Moggia, West Basin Municipal Water District  
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 Brenda Charles, City of San Jose  
 Kim Nakamura, City of Camarillo  
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 David Cain, Moulton Niguel Water District  
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 Mary Dodge, City of El Cerrito

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 Sandra Schmidt, Las Virgenes MWD  
 Pamela Arends-King, City of Tustin  
 Laura Nomura, City of Irwindale

**Technology**

Barbara Boswell, City of Lancaster  
 Joya De Foor, City of Los Angeles  
 Mark Moses, City of Stockton  
 John Adams, City of Thousand Oaks

*Positions listed include committee chairs, vice chairs, senior advisors and board liaisons.*

**President's Message, continued****Goals for 2010**

At the 2009 Board Retreat, the leadership of CSMFO adopted three Board Goals for 2010. The Executive Leadership (President, Past President and President-Elect) of the organization will work to accomplish these defined objectives throughout the next year. As your President, I will focus on Organizational Vitality. While the original concept was to address the retention of talent within the organization, I will expand this to include the fiscal viability of the organization over a long-range horizon. Realizing that we have all struggled with how to do more, or in some cases the same with less, CSMFO as an organization is not exempt. Throughout the next few months we will examine relationships that have a fiscal impact upon this organization's operations and recognize economic efficiencies when and where possible.


Thomas Fil, in the capacity of Past President, will focus on Strategic Relationships with organizations of similar objectives and goals. Among the relationships we will seek to better enhance will be CMTA, League of California Cities and GFOA. Scott Johnson, as President-Elect, will focus on Training and Professional Development. Following up on the survey results that were compiled in 2009, he will work in collaboration with the Career Development Committee to revise CSMFO's Training Plan, where necessary, and enhance educational opportunities for all of our members.

Progress on each of these goals will be provided periodically throughout the year and posted on the Web site for all to review. ■


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## Executive Director's Message

— Melissa Dixon

Organizational culture. This became a 'buzz word' a few years ago. Usually I dislike buzz words just on principle, but I've always liked the idea of this. And as I sat among 744 of California's finance professionals last week at the CSMFO Annual Conference, CSMFO's organizational culture was really what brought home to me.

Some organizations have a mentality of, "What can my association do for me?" At CSMFO, the prevailing mentality is just the opposite. Over those four days in Los Angeles, I watched more than 50 volunteers come together for the association, whether it was planning the gala, being a room monitor, working the CSMFO booth, or helping at the registration desk. I watched the CSMFO Board of Directors discuss ways in which they might foster participation in new members, and help plan for the succession of the organization's leadership. I've

been in the association management business for more than 12 years, and I've never seen an organization whose members are so willing to give of themselves to help the whole.

This culture has shown itself in our membership numbers as well. In one of the worst economic downturns in California's history, when so many associations are struggling to make ends meet, CSMFO's membership has actually increased. We've had 47 new members in the first six weeks of 2010, and more than 80 percent of the membership has already renewed.

Thank you to everyone who participated at and in the planning of the Annual Conference. I continue to be amazed at the dedication of our members, and sincerely look forward to next year in Burlingame! ■

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# Wrap-Up: CSMFO Annual Conference in Los Angeles is Now History

By Sandra Schmidt, Member of the Host Committee

After months of planning meetings, flurries of e-mails, food tastings, frantic phone calls, constant budget analysis, updates on hotel reservations, vendor requests and participant registrations, the 2010 CSMFO Conference opened on Wednesday, February 17, at the elegant Millennium Biltmore Hotel.



This was my first experience as a member of the Host Committee, but I hope it won't be my last. These conferences involve a lot of decision making and cooperation by volunteer staff. Fortunately, CSMFO works with a very talented event coordinator, Teri Anticevich, who has been with us for several years and understands what CSMFO is attempting to accomplish with these seminars. Teri provided a detailed "to-do-list" with specific deadlines so that the Committee was able to start with a good plan. Through her work with CSMFO and other customers, Teri is able to spot problems early, as well as offer tested alternatives when road bumps develop.

Many of the members of the Host Committee had worked on other conferences. Past President Viki Copeland of Hermosa Beach and Dennis Danner of Newport Beach have worked on the conference program in the past and once again came through with a wide variety of breakout sessions that provided finance personnel with timely, useful information that is critical during these lean times. They also found four keynote speakers who were interesting, informative and entertaining (even the economist!).



Three of our vendors provided senior staff members to work on the Host Committee, and their insight and experience was invaluable. Sara Oberlies of Stone & Youngberg, Adina Vazquez of Willdan Financial Services, and Danielle Wood of NBS deserve our gratitude for the time and effort they spent working on the conference. The fabulous gala dinner/dance plus the adjacent casino for charity were successful from their efforts. As you consider vendors in the future, please give consideration to those vendors who support CSMFO (a complete list will be coming to you by e-mail).

New President Ronnie Campbell of Camarillo and Joya De Foor, Treasurer of the City of Los Angeles, were the Co-Chairs of the Host Committee. Their leadership inspired us, and their diligence and concern for keeping the conference affordable in tough economic times while providing important information in a comfortable setting was evident at the conference. Ronnie was able to report to the CSMFO Board that all expenses were covered by the beginning of the conference.

Joan Michaels-Aguilar of Azusa, Past President Mark Alvarado of Monrovia, Christy Pinuelas of Agoura Hills, and Agnes Walker of South Bay Regional Public Communications Authority were also members of the Host Committee. Each of these Finance Directors took responsibility for several duties, including reviewing all of the documents, planning the vendor galleries, staffing the CSMFO booth, providing the welcome bags given to participants and taking care of the myriad of details too numerous to mention. They all did an amazing job and should take pride in what they accomplished.



*Continues on next page*

## Annual Conference, continued



I was assigned the easy part—writing to you, the CSMFO members, to keep you posted as to what was developing, encouraging you to attend and to provide a first-person account of a volunteer working on the Host Committee for the first time. Even though working on the Host Committee involves time and effort apart from the normal chores of a finance director, the experience and knowledge gained through the effort is valuable as well as enjoyable, even for a geezer member like me (33+ years in government). I hope that those of you reading this will avail yourselves of the opportunity to

get involved with CSMFO as a standing committee member and/or a host committee member and/or a chapter member. You will meet lots of interesting people, grow professionally and have a great time in the process.



I look forward to seeing you next year at the CSMFO 2011 Conference, February 23-24, at the Hyatt Regency, Burlingame! ■

*\*Photos courtesy of NBS Local Government Solutions.*

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# A Big “THANK YOU” to 2010 Conference Volunteers

By Agnes T. Walker, South Bay Regional Public Communications Authority

On behalf of the 2010 Conference Host Committee, I thank the following volunteers who assisted in stuffing the giveaway bags and the registration desk and serving as room monitors: from the City of Los Angeles - Amalia Robles, Corazon Soriano, Erlinda Buising, Gable Ohashi, Jose de Jesus, Juanita Inton, Kanda Law, Linda Granados, Rizalina Nicasio, Tiffany Liaw, Victoria Reodica, and Victoria Santiago; from the City of San Jose - Brenda Charles; from the South Bay Regional Public Communications Authority - Chellette McDonald Harden; from the City of Newport Beach (retired) - Dennis Danner and his wife Rona Danner; from the City of Azusa - Joan Michaels-Aguilar; from the City of Agoura Hills - Melinda Brodsley; from the City of Redondo Beach - Eleanor Manzano; and from Willdan Financial Services, Gladys Medina and Beatrice Medina.

A special thank you to Yolanda Espinoza from the City of Camarillo, and Renee Fletcher from the City of Los Angeles' Treasurer's Office, who provided tremendous administrative support to Ronnie Campbell and Joya DeFoor, Co-Chairs of the 2010 Conference.

Last but not the least, to Jim Walker from the City of Rolling Hills, for proctoring the GFOA CPFO exams all day. Twelve examinations were administered before the conference started (best wishes to all CPFO candidates!)

All these volunteers helped in making the 2010 Conference a big success! ■



**Want to be part of the  
2011 Annual Conference in  
Burlingame?**

E-mail [melissa.dixon@staff.csmfo.org](mailto:melissa.dixon@staff.csmfo.org) to join the ranks of these lauded volunteers!

## California Debt and Investment Advisory Commission - Schedule for 2010

### **ABCs of School Debt Financing**

April 9, 2010

Hilton Concord

Concord, California

Cost: \$250 (Public employees)

Cost: \$400 (Private sector representatives)

Registration deadline: March 9, or until filled

This seminar is tailored to school business officials who seek a better understanding of debt financing, including the approval and sale of general obligation bonds and certificates of participation. This seminar covers sources of debt financing and ongoing administration and accounting issues.

### **Fundamentals of Land-secured Financing**

April 23, 2010

Hilton Ontario

Ontario, California

Cost: \$250 (Public employees)

Cost: \$400 (Private sector representatives)

Registration deadline: March 23, or until filled

This workshop focuses on Mello-Roos Community Facilities District and assessment district financings. It covers financing structures, pre-formation considerations, the district formation process, project implementation, bond issuance mechanics, and the administration of liens and bonds.

For more information about CDIAC programs visit [www.treasurer.ca.gov/cdiac](http://www.treasurer.ca.gov/cdiac) or call CDIAC at 916-653-3269.

## **Congratulations GFOA Distinguished Budget Awards Program Winners!**

**City of Arroyo Grande**

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**City of Beverly Hills**

**City of Brentwood**

**City of Burbank**

**Calaveras County Water District**

**City of Campbell**

**Central Coast Water Authority**

**City of Clovis**

**City of Costa Mesa**

**City of Culver City**

**East Bay Municipal Utility District**

**City of Elk Grove**

**City of Fontana**

**City of Fremont**

**City of Fresno**

**City of Glendale - *First Time Winner***

**Golden Gate Bridge**

**Highway & Transportation District**

**City of Highland**

**Inland Empire Utilities Agency**

**City of Irvine**

**City of La Puente**

**City of Lancaster**

**Las Virgenes Municipal Water District**

**Los Angeles County Community**

**Development Committee**

**City of Manhattan Beach**

**City of Milpitas**

**City of Monterey Park**

**City of Morgan Hill**

**City of Napa**

**North San Diego County Transit District**

**Olivenhain Municipal Water District**

**City of Ontario**

**Orange County Fire Authority**

**Otay Water District**

**City of Pasadena**

**City of Redding**

**Riverside County Transportation Commission**

**San Bernardino County**

**City of San Carlos**

**San Diego County Water Authority**

**Santa Barbara County**

**Santa Clara Valley Water District**

**City of Santa Monica**

**City of Santa Rosa**

**Solano County**

**Southgate Recreation and Park District**

**City of Sunnyvale**

**City of Thousand Oaks**

**Town of Hillsborough**

**City of Upland**

**West Basin Municipal Water District -**

***First Time Winner***



## GFOA Group Training Seminars

March 22-25, 2010  
Reno, Nevada

The Government Finance Officers Association (GFOA) invites you to participate in a series of seminars that will take place on March 22-25, 2010, in Reno, Nevada. The GFOA training programs provide the best educational opportunities available in the field of government finance.

### Member Discount

If you are not currently a member of the GFOA, we want to extend the member discount to you for the March 2010 seminars. To receive the member discount, please include a copy of this letter with your completed registration form.

### Early Discount

Register early and receive a 10 percent discount. Registrations must be received and paid in full by February 19, 2010.

### Group Discount

If your organization registers three or more attendees for the same seminar, you will receive a 10 percent discount on each registration. To receive the group discount, registrations must be received and paid together.

### Hotel Accommodations

A block of rooms have been reserved for the GFOA attendees at the Grand Sierra Resort. Based on availability, the GFOA's group rate is valid until February 19, 2010.

May 11-14, 2010  
Portland, Oregon

### Earn CPE Credit!

**Accounting and Reporting for Enterprise Funds and Stand-Alone Business Type Activities - 8 CPE Credits**

**Advanced Governmental Budgeting & Strategic Planning - 16 CPE Credits**

**Advanced Governmental Accounting - 20 CPE Credits**

**Capital Budgeting and Infrastructure Finance - 16 CPE Credits**

Hotel reservations can be made at the **Hilton Portland & Executive Tower**.

Phone: **503-226-1611**, Fax: **503-220-2565** Room rate: **\$120** Tax: **12.5%** Group rate is available until **April 26, 2010**.

If you have any questions regarding these seminars, please contact the GFOA at 312-977-9700 or at [training@gfoa.org](mailto:training@gfoa.org).

Government Finance Officers Association  
**Group Training Seminars**  
Group-Line Course  
Reno, Nevada  
• March 22 Evaluating Internal Controls  
• March 22 Assessing the Finance Function  
• March 22 - 23 Advanced Tools: Long-Term Financial Planning  
• March 23 - 24 Introduction to Performance Management  
• March 23 - 25 Advanced Financial Reporting for Governments  
• March 24 - 25 Treasury Management and Banking Relations  
Visit [www.gfoa.org](http://www.gfoa.org) for course information and to register.  
March 22 - 25, 2010  
Earn CPE Credit

*Click to view the program!*

Government Finance Officers Association  
**Group Training Seminars**  
May 2010 - Portland, Oregon  
Classes will be held at the Hilton Portland & Executive Tower:  
921 SW Sixth Avenue • Portland, OR 97204  
All classes will meet from 9:00 a.m. - 5:00 p.m. each day unless otherwise noted.  
• May 11 Accounting and Reporting for Enterprise Funds and Stand-Alone Business Type Activities **8 CPE Credits**  
• May 11 - 12 Advanced Governmental Budgeting and Strategic Planning **16 CPE Credits**  
• May 12 - 14 Advanced Governmental Accounting **20 CPE Credits**  
The last day of this class will meet from 8:30 a.m. - Noon.  
• May 13 - 14 Capital Budgeting and Infrastructure Finance **16 CPE Credits**  
Visit [www.gfoa.org](http://www.gfoa.org) for course information, available discounts, and to register for these seminars and other GFOA training events.  
Register today for GFOA's 104th Annual Conference, June 6-9, 2010, in Atlanta, Georgia.  
Earn CPE Credit!

*Click to view the program and registration information*

## Agency Spotlight

If you'd like to submit an article on behalf of your agency, please e-mail Ashley Bradley at [ashley.bradley@staff.csmfo.org](mailto:ashley.bradley@staff.csmfo.org) by the 25th of each month.

Articles should discuss "hot topics" of the industry or agency best practices.

# Channel Counties Chapter Meeting

**Date:** Thursday, March 11

**Time:** 11:45 a.m. to 1:45 p.m.

**Subject:** Tax Collection: The Second Oldest Profession?

**Speaker:** Lawrence L. Matheney, Ventura County Treasurer, Tax-Collector

**Place:** Los Robles Greens Golf Course  
299 S. Moorpark Road  
Thousand Oaks, CA 91361

**Cost:** \$25

**RSVP:** RSVP by Thursday, May 7, 2009 (no shows will be invoiced)  
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## Coaching Program Webinar Schedule

Register Now!

### “Best Practices for the ‘New Normal’ in Local Agency Finance”

2:00 p.m. - 3:30 p.m., Thursday, March 18

### “Key Career Competencies and Strategies to Develop Them” cosponsored with Cal-ICMA

2:00 p.m. - 3:30 p.m., Thursday, April 15

### “Establishing Sound Fiscal Policies”

2:00 p.m. - 3:30 p.m., Wednesday, May 5

Bill Statler, Finance and IT Director, San Luis Obispo

### “Revenue 101 – Understanding the Sources of Local Agency Funds”

Date and time to be announced

### “Bond Financing”

2:00 p.m. - 3:30 p.m., Wednesday, October 13

Tim Schaefer, Principal, Magis Advisors

**Looking for CPE credits?** As a special CSMFO member benefit, the six webinars each qualify for 1.5 hours of CPE credit under current California State regulations. That's a total of nine hours of CPE credits available from the convenience of your office. CSMFO is offering this benefit to members without charge. [See registration notices for each session for details.]

## Coachella Valley Chapter Meeting

**Date:** Monday, March 15

**Time:** 11:30 a.m. – 2:00 p.m.

**Subject:** “Starting Over After 50 Years: Desert Hot Springs Rebirth”

**Speakers:** Rick Daniels, City Manager

**Place:** Two Bunch Palms Resort and Spa  
67-425 Two Bunch Palms Rd.  
Desert Hot Springs, CA 92240

**Menu:** Entrée: Chicken Papaya Salad  
Entrée: Roasted Turkey Breast Sandwich  
Both choices include Soup, Dessert & Beverage.

**RSVP:** No later than Wednesday, March 10, 2010. Call Susie Ortega 760-329-6411 Ext. 242 or e-mail [sortega@cityofdhs.org](mailto:sortega@cityofdhs.org). \*\* Please indicate menu choice.

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## San Gabriel Valley Chapter Meeting

**Date:** Wednesday, March 17

**Time:** 11:30 a.m. – 1:30 p.m.

**Subject:** GASB 45: “The Sophomore Slump – Actuarial & Accounting Issues After Implementation”

**Speakers:** Geoffrey Kischuk, Principal of Total Compensation Systems, Inc. (TCS)

**Place:** Courtyard Marriott  
700 West Huntington Drive  
Monrovia, CA

**Entertainment:** Violinist Jacqueline Tringov

**Cost:** \$30 - Member  
\$40 - Non- member (includes lunch and beverage)  
Make checks payable to City of Glendora.

**RSVP:** For Reservations, please contact Anita Agramonte at the City of Glendora, 626-852-4815,  
[aagramonte@ci.glendora.ca.us](mailto:aagramonte@ci.glendora.ca.us)

*Bring your business card for a chance to win prizes provided through the generosity of our commercial members.*

## Joint Meeting of the Inland Empire Chapter of CSMFO and Division X CMTA

**Date:** Wednesday, March 17

**Time:** 11:30 a.m. to 1:30 p.m.

**Subject:** Successful Leadership Skills, Traits & Characteristics: Creating Your Leadership Legacy

**Speaker:** Neil Kupchin

**Place:** Dave & Buster's  
4821 Mills Circle  
Ontario, CA 91764

**Cost:** \$21 - Cash preferred or checks made payable to the City of Rancho Cucamonga

**Menu:** Green salad, parmesan pesto chicken and pasta, sautéed green beans, vanilla mouse and iced tea

**RSVP:** No later than March 8, 2010 to [jdham@cvwdwater.com](mailto:jdham@cvwdwater.com) (Cash preferred or bring a check payable to the City of Rancho Cucamonga. Since we guarantee a minimum attendance, all no-shows will be billed.)



## Sacramento Valley Chapter Meeting

**Date:** Thursday, March 18

**Time:** 11:30 a.m. – 1:30 p.m.

**Subject:** Hot topics related to the state budget, proposals from reform groups, legislation and other critical issues in California state and local government finance

**Speakers:** Michael Coleman, Fiscal Policy Advisor, League of California Cities

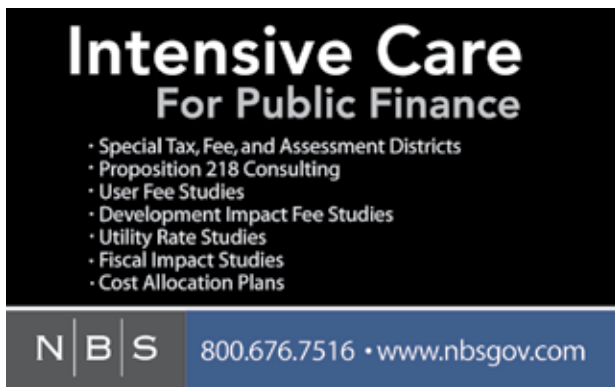
**Place:** Citrus Heights Council Chambers  
7117 Greenback Lane  
Citrus Heights CA 95621

**Menu:** Assorted sandwiches, salads and desserts

**Cost:** Free! Lunch will be sponsored by Commerce Bank

**RSVP:** Please e-mail Stefani Daniell at [sdaniell@citrusheights.net](mailto:sdaniell@citrusheights.net) no later than 5:00 p.m. on Friday, March 12, 2010

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## CSMFO Connect!

### Chapters

Each month, we will feature the activities of a different CSMFO Chapter, Committee and/or League Policy Committee.

If you'd like to be featured, contact Communications Assistant Ashley Bradley at [ashley.bradley@staff.csmfo.org](mailto:ashley.bradley@staff.csmfo.org).

**Share your progress, challenges and best practices . . . connect with the CSMFO membership!**

## Job Postings March 2010

### Finance Manager, Mammoth Community Water District

**Salary Range: \$7,700-\$8,500**

#### *The Community*

The Mammoth Community Water District provides water, wastewater, and recycled water utility services to the Town of Mammoth Lakes in Mono County, California. The District is organized as a Special District under California state law. The service area population varies from a permanent base of approximately 7,500 residents to peak visitation periods of up to 35,000 due to the resort based economy of the area. The community is located on the eastern slope of the Sierra Nevada Mountains at an elevation of approximately 8,000 feet above sea level, and occupies a forested basin between the alpine environment of the Sierra Crest and the high desert environment of the Great Basin. The Town is surrounded by Inyo National Forest lands, including several nearby wilderness areas. Local access to world-class recreational opportunities is a hallmark of the area.

Mammoth Mountain is one of the premier ski areas in the country, with a season that generally runs from mid-November to Memorial Day. Cross country skiing, snowmobiling and dog sledding are also popular. The surrounding area offers summer recreation opportunities including fishing, hiking, climbing, camping, road and mountain biking, horseback riding, and golf. Mammoth Lakes is a gateway community for such world-class attractions as Yosemite National Park, Devils Postpile National Monument, Death Valley National Park, as well as the John Muir and Ansel Adams Wilderness areas. Additional information on the community can be obtained from the Town of Mammoth Lakes website at <http://www.ci.mammoth-lakes.ca.us/>.

#### *The Organization*

The District is lead by an elected five member Board of Directors. The General Manager and Legal Counsel report to the Board. The District is organized into the following departments; Administration, Finance, Operations, Maintenance, Engineering, Human Resources, and Information Technology. The department supervisors report to the General Manager, and collectively make up the District's management team. There is a total of 42 full time staff, with an additional 15 temporary construction crews hired during the summer season to complete capital projects. The District operations on a one-year fiscal cycle, a five year capital planning and rate setting cycle, and conducts annual strategic planning workshops to align each year's projects and initiatives with long term goals.

The District is transitioning to an Asset Management focused approach for optimizing service level targets, cost of service,

capital project planning, and utility rates. Related financial initiatives include rate and connection fee studies in 2010, completing implementation of Springbrook enterprise financial software, and re-allocation of reserve investments.

#### *The Finance Manager Position*

Work of the Finance Dept Mgr is performed under minimal supervision of the General Manager. The Finance Manager is responsible for all aspects of planning, coordinating, and directing the functions, staff, and activities of the Finance Department. The work is characterized by a high degree of professional judgment, integrity, excellent communication skills, and self-initiative. The Finance Dept Mgr is responsible for maintaining and directing the accounting, customer billing, purchasing, financial reporting, asset management, investment management, and debt management systems and practices of the District. The Finance Dept Mgr is a member of the District Management Team, and participates in the formulation of strategic plans, goals, and objectives.

#### *Qualifications*

- BS/BA in Finance, Business Administration, Public Administration, or related area from an accredited college or university.
- 8 to 10 years progressively senior experience in finance, accounting, budgeting, and business management.
- Minimum 3 years at senior management and supervisory level
- Excellent verbal and written communication skills
- Public utility industry experience preferred
- CPA or MBA/MPA desirable

#### *Compensation and Benefits*

The District's benefits package includes the following; District paid premiums for medical, vision and dental insurance for employee and dependents; 401(a) self directed, defined contribution pension plan with 15% employer contribution; employee directed 457 savings plan; nine paid holidays and additional personal holidays based on tenure of service; 10 days paid time off with progressive increases based on tenure; 80 hours of administrative leave; and 8 hours per month sick leave. Salary is based on benchmark comparisons with ACWA and CASA annual salary surveys, and the experience and qualifications of the selected candidate. The expected starting range salary for this position is \$7,700 to \$8,500 per month.

#### *Application and Selection Process*

To be considered for this opportunity, please submit a complete application package including cover letter, resume (with salary history), a completed MCWD job application, and four work-related references by Friday March 26, 2010. Application packages may be submitted in person or by mail to Mammoth

*Continues on next page*

Community Water District P.O. Box 597 Mammoth Lakes, CA 93546. The District must receive complete application packages by Friday March 26th, 2010. Selected candidates may be interviewed by phone or in person. A comprehensive pre-employment background check will be required of the final selected candidate.

Ask for a complete job description when asking for the application or check our Web site.

APPLICATION DEADLINE: March 26, 2010

**Program Manager - Municipal Energy Finance Program, County of Santa Barbara**  
**Salary Range: \$70,962 - \$116,878 annually**

Do you want to work for a start up program that manages the financing and installation of energy efficiency improvements throughout Santa Barbara County?

The Housing and Community Development Department with the County of Santa Barbara is looking for a Program Manager to help implement and run the day-to-day operations of the new Municipal Energy Finance Program (emPower Santa Barbara County).

*Essential Responsibilities*

- Implementing strategies necessary to ensure the successful start-up and management of dynamic public/private partnership programs with utility companies, cities, other County departments, trade industries, and community stakeholders.
- Setting program goals and measurements and assuming accountability for program results.
- Recommending and implementing broad policy decisions for the program, the work that is performed, and the expansion of services.
- Overseeing the program budget development; balancing fiscal priorities; prioritizing and allocating resources within the program and coordinating resources with other programs and/or County departments.
- Marketing and community outreach promoting how energy incentives can best result in communitywide economic benefits.
- Working closely and providing guidance to internal and external resources on the development of the workflow and data tracking tools needed for internal processes and greenhouse gas (GHG) reduction tracking.
- Staying current with emerging funding opportunities through grants and other programs.
- Investigating emerging technologies, techniques and building codes for conservation and generation.
- Supervising and training support staff and other managers on eligible energy efficiencies, water conservation and renewable energy improvement.

- Managing two physical storefronts that are open to customers that need assistance with the assessment financing application process.

*Qualifications*

1. Experience managing a customer-focused programs and projects including managing staff and day to day operations; AND
2. Three years hands-on experience in energy efficiency, water conservation, renewable energy technology techniques, or climate policy; AND
3. The core competencies listed below and the ability to immediately demonstrate these competencies consistent with the position's level in the leadership series and the specific work assignment;
  - Intensity
  - Ethical Behavior
  - Influence
  - Commitment
  - Interpersonal Skills
  - Resiliency
  - Craftsmanship

Application/Resume Deadline: Monday, March 8th

If you are interested in applying for this position please go to [www.sbcountyjobs.com](http://www.sbcountyjobs.com) and fill out our online application, or send your resume to [tcronquist@sbcountyhr.org](mailto:tcronquist@sbcountyhr.org).

The County of Santa Barbara strongly promotes diversity and equality in the workplace.

APPLICATION DEADLINE: March 8, 2010

**Senior Accountant, City of Delano**  
**Salary Range: \$4,182 - \$5,086 per month**

The Senior Accountant is an individual who will perform complex and specialized professional level accounting and auditing work in a number of areas relating to municipal accounting principles. Provide training to department staff. This classification provides the professional level support to the City's Accounting Section. This candidate must be able to communicate effectively both orally and in writing, read and interpret a variety of basic financial documents. Must be familiar with the principles and practices of government accounting. Work independently and in an innovative manner on concurrent multiple projects. Principles and practices of business data/computer processing related to accounting. The candidate needs to be adaptable, resilient, persistent and able to comprehend broad policy objectives, read understand, and apply established City and departmental policies, procedures, practices, and regulations.

*Continues on next page*

*Essential Duties and Responsibilities:*

Review accounting documents to ensure accuracy of information and calculations, and make correcting entries as needed. Input all General Ledger vouchers. Analyze various general ledger accounts for accuracy, create new account numbers or make changes in account descriptions on the City Chart of Accounts. Examine supporting documentation to establish proper authorization and conformance with agreements, contracts, and State and Federal regulations. Prepare and maintain control of subsidiary accounting records involving a variety of transactions and accounts. Prepare trail balances, financial reports, journal entries and periodic reconciliation of the statements. Record interest and activity. Reconcile and record missed transactions. Prepare a variety of journal vouchers on a monthly, quarterly, and annual basis. Research, certify, and calculate special assessment taxation. Participate in the evaluation of discipline and of department employee, recommend, merit increase, and discipline assigned employees. Maintain expenditure and budgetary control accounts. Verify retirement refunds and payments. Assist in budget preparation by producing budgetary worksheets to complete projections of revenue and expenditures, spreadsheets of department employees, salaries, and benefits, and a variety of other spreadsheets and graphs. Perform a variety of other duties assigned.

*Education and Experience:*

Applicants must have a High School Diploma, or an equivalent certificate recognized by the State of California. A Bachelors Degree, or college-level courses in accounting, finance, business administration, public administration or related field preferable. Masters degree from an accredited college or university in one of the related fields is desirable. Three to five years of professional government accounting experience and one to two years of supervisory experience is preferred. Maintain a valid California "C" Driver License with a driving record acceptable to the City.

*The City of Delano offers an excellent benefit package including:*

Comprehensive City paid medical, dental, and vision benefits for the employee and a portion of the premium for their dependents

City pays \$30/month for bilingual pay

City pays \$35/month for Longevity pay after 8 continuous years of City service

Life insurance equal to 1 yr base salary with a minimum of \$30,000

Supplemental life insurance (Optional)

Long term disability

Aflac & Colonial Insurance (Optional)

Deferred Compensation 457 Plan (Optional)

Section 125 plan participation

12 days vacation, 12 days sick pay accrued annually

13.5 Days Holiday Pay

APPLICATION DEADLINE: March 16, 2010

**Director of Finance, City of La Mesa**

**Salary Range: \$105,955—\$128,794 annually**

*The Position*

As a member of the City's Executive Management Team, the Director of Finance is responsible for planning, managing and overseeing the activities and operations of the Finance Department. The Director of Finance is also responsible for all fiscal and accounting functions of the City, ensuring timely and accurate accounting of all City funds.

*Representative Duties*

- Manage and participate in the development and implementation of goals, objectives, policies and priorities for Finance functions; recommend and administer policies and procedures.
- Oversee and participate in the development and administration of the City's annual operating and capital improvement budget; forecast City revenues, expenditures and year-end balances; implement adjustments.
- Management responsibility for the Finance Department including general accounting, budget preparation, financial forecasting, payroll, purchasing, revenue collections, vendor payments, business and dog licensing, sewer billing, financial reporting, cash management, and property inventory; provide responsible staff assistance to the City Treasurer.
- Review, evaluate and recommend improvements to the City's administrative and financial internal control systems and procedures to safeguard City assets and ensure audit compliance. Prepare and present financial reports and resolutions to the City Council as well as Council committees.
- Provide responsible staff assistance to the City Manager; conduct a variety of organizational studies, investigations, and operational studies; recommend modifications to accounting and finance programs, policies, and procedures as appropriate.
- Participate in meetings before citizens, elected officials, committees and boards and respond to and resolve difficult and sensitive citizen inquiries and complaints regarding financial and administrative matters of the City.

*Qualifications*

The Director of Finance needs strong organizational and analytical skills, with broad knowledge, training and educational background in finance and accounting or related field.

Requires a Bachelor's degree from an accredited college or university, or equivalent, with major course work in accounting, finance, public administration, business administration,

*Continues on next page*



or a related field. The position requires at least seven (7) years of increasingly responsible finance and accounting experience, including at least three years of management and administrative responsibility. CPA desirable.

*Compensation and Benefits:*

The annual salary range for this position is \$105,955 to \$128,794 (approximate annual). In addition, the City offers a comprehensive benefits package:

- Cafeteria benefits plan with City contributions for the purchase of health, dental and vision benefits for employee and eligible dependents.
- California Public Employees' Retirement System (Cal-PERS) 3% @ 60 formula and single highest year salary calculation.
- Management car allowance of \$350 per month.
- 80 hours of administrative leave per year.
- 9/80 work schedule.
- Tuition reimbursement and computer-purchase loan programs.
- Generous vacation, sick leave and paid holiday leave program.
- Optional flexible spending accounts for medical, dental and vision expenses; and dependent-care expenses.
- Vacation buy back and unused sick leave conversion programs.
- City-paid EAP program for employee and dependents.
- City-paid term life insurance equivalent to annual salary, plus an additional \$25,000 policy. Supplemental life insurance available at the City's group rate.
- City-paid long-term disability coverage.
- Optional employee participation in Section 457 deferred compensation plan.

*Selection Procedure*

Interested applicants must submit a City application, training and experience questionnaire, and resume. Candidates whose qualifications most closely meet the needs of the City will be invited to participate in the examination process for this position which may include an appraisal interview.

To Apply: Applications will be accepted until the needs of the City are met.

Apply immediately to:

City of La Mesa  
Human Resources  
8130 Allison Ave.  
La Mesa, CA 91942

Application materials are available in the City Hall lobby, by calling (619) 667-1175, or on our Web site at: [www.cityoflamesa.com](http://www.cityoflamesa.com).

APPLICATION DEADLINE: Open until needs are met

**Director of Finance & Information Technology,  
TBC Recruiting**

**Salary Range: Up to \$154,544 per year**

The City of San Luis Obispo is seeking a new Director of Finance & Information Technology. One of California's most treasured communities in the renowned Central Coast region, San Luis Obispo is home to a population of 44,697. The City delivers the full range of traditional municipal services with the assistance of 358 full-time staff and a general fund budget of \$51.8 million. The Finance & Information Department is supported by 21.5 authorized positions.

The City is desirous of attracting candidates who are exceptional communicators and possess a management style that is characterized as team and customer oriented. The ideal candidate will be a visionary leader and technically strong local government finance professional who embraces the value and power of information technology. He/she will also be committed to thoughtful change and continuous professional development. Five years of increasingly responsible management experience and a Bachelor's degree are required.

The salary range goes up to \$154,544 and is supplemented by a generous benefits package that includes 2.7% @ 55 PERS. This recruitment closes on Friday, March 15, 2010. Visit [www.tbcrecruiting.com](http://www.tbcrecruiting.com) for more information and to apply online.

Teri Black-Brann • 310.377.2612  
Carolyn Seeley • 714.974.2284  
[www.tbcrecruiting.com](http://www.tbcrecruiting.com)

APPLICATION DEADLINE: March 15, 2010

**Finance Director, City of San Mateo****Salary Range: Control Point \$180,273**

The City of San Mateo, with 95,000 residents, is seeking a progressive and team oriented Finance Director. This full-service City takes great pride in the ethical, values driven and productive culture that is its trademark. The Finance Department provides key administrative support for the entire organization and the Director must anticipate and be responsive in providing information, forecasting, and analysis for management and the City Council. Familiarity with California local government finance, budget management, and the use of technology for enhanced financial tracking and analysis strongly desired. Bachelor's degree in Public Administration, Business Administration, Accounting or related field required, Master's preferred. Salary control point (+/- 10%) is \$180,273 with competitive benefits package.

Please send your cover letter and resume electronically to:  
Peckham & McKenney  
apply@peckhamandmckenney.com

Call Phil McKenney at 866-912-1919 for more information or to request a brochure that describes in greater detail this tremendous opportunity. The brochure is also available on our web site at [www.peckhamandmckenney.com](http://www.peckhamandmckenney.com).

Filing deadline is March 19, 2010.

APPLICATION DEADLINE: March 19, 2010

**Financial Services Director, City of Burbank****Salary Range: \$142,765 - \$173,460 per year**

The City of Burbank, a thriving community in southern California's world-class media center, is seeking a highly-motivated financial professional to plan, organize, and direct all of the operations within the Financial Services Department. The Department has a budget of just over \$4 million dollars and a staff of 34, and is comprised of two divisions, the Accounting and Fiscal Operations Division and the Budget, Purchasing, and Revenue Management Division, which provide a wide range of services including providing quantitative financial information that allows the City Council and all City departments to make informed decisions as to allocation of available resources.

As an integral part of the City's Executive Management team, this position is responsible for administering the auditing, accounting, and financial programs of the City, the Redevelopment Agency, and Burbank Housing Authority; providing revenue estimates and appropriation requirements; analyzing revenue returns and expenditures and reporting significant variations from estimates; supervising, training and evaluating Department staff, including making

effective hiring, promotion, and transfer decisions; preparing or directing the preparation of financial reports; and serving as the Chief Fiscal Officer of the City.

The ideal candidate will be an experienced manager who leads by example and is adept at team building, has strong written and oral communications skills, is politically astute, yet apolitical in job performance, and is a creative problem solver who can anticipate change and take the necessary risks to accommodate those changes. In addition, this challenging position requires a strong financial background with any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City.

CPA, CGFM, and/or a Master's Degree in Accounting or Business Administration is highly desirable.

We offer an annual starting salary of \$142,765 to \$173,460 plus an array of superb Executive-level benefits including City-contributed retirement plan. Applicants must complete an official City of Burbank application, a written supplemental questionnaire, and attach a current resume. Applications and supplemental questionnaires may be obtained from Human Resources, 301 East Olive Avenue, Suite 101, Burbank, California 91502, or may be submitted on-line via the City of Burbank's On-Line Employment Center at: <https://recruitment.ci.burbank.ca.us/jobs>. All applications and supporting information must be submitted no later than Friday, April 2, 2010. The City of Burbank is an Equal Opportunity Employer.

APPLICATION DEADLINE: April 2, 2010

**Public Finance-Tax Supported/Water and Sewer, Director, Fitch Ratings****Salary Range: Competitive**

Fitch Ratings is a leading global rating agency committed to providing the world's credit markets with accurate, timely and prospective credit opinions. Built on a foundation of organic growth and strategic acquisitions, Fitch Ratings has grown rapidly during the past decade gaining market presence throughout the world and across all fixed income markets. Fitch Ratings is dual-headquartered in New York and London, operating offices and joint ventures in more than 50 locations and covering entities in more than 90 countries. Fitch Ratings is a majority owned subsidiary of Fimalac, S.A., an international business support services group headquartered in Paris, France.

*Essential Functions:*

Fitch Ratings is seeking a Director to join Fitch's Public Finance Department. Qualified candidate will work in San Francisco as part of the Tax Supported / Water and Sewer team working on surveillance and new issues.

*Continues on next page*

*Responsibilities include:*

- Analyzing financial, debt, and economic data related to municipal tax-backed and water and sewer revenue issuers.
- Presenting analysis to committee of analysts within the public finance department.
- Writing credit reports summarizing quantitative and qualitative analysis.
- Writing topical reports on issues impacting the sector.
- Providing support on high-profile and complicated credits to senior analysts.
- Attending issuer meetings, site visits, and conferences throughout the Far West region.

*Qualifications:*

- Candidate should ideally possess a graduate degree and 5+ years of experience in Public Finance.
- Self-motivated, inquisitive professional with strong credit analysis skills.
- Excellent written and verbal communication skills.
- Ability to handle multiple projects simultaneously.
- Knowledge of standard business software.

Fitch Ratings complies with federal, state, and local laws governing employment, and provides equal opportunity to all applicants and employees. All applications will be considered without regard to race, color, religion, gender, national origin, age, disability, marital or veteran status, sexual orientation, and other status protected by applicable laws.

**Finance Director, Solano Irrigation District****Salary Range: Up to \$117,603**

Solano Irrigation District is seeking a “hands-on” accounting professional with experience in developing accounting procedures, updating internal controls, and financial reporting. The Finance Director will have a collaborative approach to problem solving on an organization-wide basis and be seen as open, honest, and direct and able to deal with confidential and sensitive matters. Reporting to the General Manager, the top candidate for this position will be a self-assured individual that will support an organizational culture and work ethic that promotes best practices in public finance. The Finance Director, overseeing a staff of six, will give recommendations and provide advice to the GM and the Board of Directors.

Candidates will have strong communication skills with the ability to make effective presentations. A Bachelor's degree is required with major course work in business administration, public administration, or a closely related field. An advanced degree is desirable. Salary range to \$117,603 with CalPERS Pension 2% @ 60 (the District pays both Employer and Employee share) plus other generous benefits. Apply prior to Friday, March 5, 2010 for first review. Email cover letter, resume, salary history and five professional references to

apply@ralphandersen.com. For details on qualifying experience refer to recruitment brochure at [www.ralphandersen.com](http://www.ralphandersen.com). Confidential inquiries welcomed to Heather Renschler at (916) 630-4900.

APPLICATION DEADLINE: March 5, 2010

**Senior Auditor & Controller Manager - Financial Accounting and Reporting Option, County of San Diego****Salary Range: \$85,000-\$98,000**

Starting salary range will be from \$85,000 to \$98,000. Salary will be commensurate with experience.

The County of San Diego's Auditor and Controller Department is recruiting for the position of Senior Auditor and Controller Manager – Financial Accounting and Reporting (FAR) Option. This is a challenging career opportunity for an exceptionally qualified and highly motivated individual. This position is responsible for a broad variety of functions and requires excellent management, organizational, project management and customer service skills.

This unclassified management position reports to the Deputy Controller and is primarily responsible for: managing and directing the preparation of a variety of reports including the County's Comprehensive Annual Financial Report (CAFR) which contributes to maintaining, or improving the County's credit rating; and the Annual Road Report; supervising and guiding professional accounting staff, interpreting, implementing and evaluating compliance with new and existing accounting requirements, providing guidance on proper treatment of complex financial transactions in accordance with generally accepted accounting principles and Governmental Accounting Standards Board pronouncements; establishing and managing the division budget; establishing business processes, internal controls, policies and guidance for financial transactions in the Oracle General Ledger; supervising the accounting for all County issued debt and reporting of same in the CAFR; overseeing staff that perform accounting services for external entities; being a “knowledge worker” and identifying business process reengineering improvement opportunities.

The Auditor and Controller is the leading financial management resource of the County whose long-term objective is to continue to broaden our role of controller into a provider of value-added financial services. Governed by the overriding principles of fiscal integrity, customer service, and continuous improvement, the Auditor and Controller has four primary responsibilities, including maintaining accounts for the financial transactions of all departments and of those agencies or special districts kept in the County treasury in accordance with County Charter, Government Code and generally accepted accounting principles; audit services; professional accounts

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receivable and collection services; and accounting services that advances the goals and visions of the Board utilizing the General Management System and County's Strategic Plan.

*Minimum Requirements:*

A bachelor's degree from an accredited U.S. college or university, or a certified foreign studies equivalency with a major in accounting, business administration, finance, public administration, or a closely related field, AND, seven (7) years of professional experience in accounting, auditing, business, or public administration, and, if a current County employee - two (2) years of which must have been at a level of a Senior Auditor, Senior Accountant or Administrative Services Manager II, or higher in the County of San Diego.

Notes: A CPA certificate will be considered as meeting the educational requirement and is highly desirable.

*Application and Evaluation Procedures:*

Employment applications can be accessed and submitted on-line at [www.sdcounty.ca.gov/hr](http://www.sdcounty.ca.gov/hr). In addition to completing the on-line application, please attach a resume at step one of the application process. If you do not attach your resume directly to your application at the time that you apply, please fax your resume to (619) 236-1196 or email it to [kevin.scott@sdcounty.ca.gov](mailto:kevin.scott@sdcounty.ca.gov) after submitting your on-line application. Applications will be accepted until there are a sufficient number of highly qualified applicants from which to make a selection. For earliest consideration, you are encouraged to apply as soon as possible.

For questions about the application process, contact Kevin Scott, Human Resources Analyst, at 619-531-5479 or [kevin.scott@sdcounty.ca.gov](mailto:kevin.scott@sdcounty.ca.gov). For questions about the position, please contact Brian Ruehle, Deputy Controller at 619-531-5341 or [brian.ruehle@sdcounty.ca.gov](mailto:brian.ruehle@sdcounty.ca.gov).

APPLICATION DEADLINE: Open until filled

**Financial Services Manager - Treasury, City of Livermore**

**Salary Range: \$7,992 - \$9,990 per month**

The City of Livermore has an exciting employment opportunity for an individual who has strong financial management and governmental accounting experience to join the Finance Division of the Administrative Services Department. Under the direction of the Administrative Services Director, the Financial Services Manager will serve a key role with responsibilities over financial reporting, investments, budget, and audits.

The Finance Division is one of three divisions within the Administrative Services Department. Providing for the overall financial management of the City and to protect its financial ability to meet its citizens needs now and in the future,

the Finance Division serves an integral part in the City by preparing and monitoring the City's \$245 million operating and capital improvement budgets and managing a \$172 million investment portfolio.

For more information, visit the City's website at [www.ci.livermore.ca.us](http://www.ci.livermore.ca.us). Apply immediately as the recruitment may close at any time.

The City of Livermore is an equal opportunity employer and supports workforce diversity.

APPLICATION DEADLINE: Open until filled

**Accountant, San Juan Capistrano**  
**Salary Range: \$4,878 - \$5,929 per month**

The City of San Juan Capistrano is seeking a qualified individual to perform a variety of professional accounting functions including analyzing accounts; posting to the general ledger; preparing and monitoring budget activities; reconciling bank statements; preparing financial reports and records, and assisting with technical and clerical accounting functions. The ideal candidate is self-motivated, a team player, a creative problem solver. Excellent communication skills (oral and written are, and will have experience working in a fast paced multi-tasked environment. The ideal candidate will also have experience with assisting the general public by responding to and resolving public inquiries and complaints in relation to departmental operations, collection of fees, issuance of receipts, and balancing and reconciling assigned cash drawer.

*Qualifications Guidelines:*

*Education and Experience:*

A Bachelor's degree from an accredited college or university, with major course work in accounting, finance, or a related field. Governmental accounting experience is highly desired.

*Knowledge and Abilities:*

Knowledge of: Professional accounting principles and practices; principles and procedures of financial record keeping and reporting; accounting hardware and software systems; pertinent federal, state, and local codes, laws, and regulations; principles and practices of budget preparation and monitoring.

*Ability to:*

Understand and interpret accounting principles and practices; oversee administration of the City's fixed asset program; perform a variety of professional accounting duties; prepare and interpret financial statements, reports, and analyses; establish and maintain cooperative working relationships with those contacted in the course of work.

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Licenses, Registrations, and/or Certifications: Possession of a valid California driver license.

*Physical Requirements for Position:*

Ability to sit or stand at a work station for extended periods of time; visual acuity for reading numerical figures; ability to open and close file drawers, cabinet doors and desk drawers, ability to move about department office and city hall area; sufficient manual dexterity to use basic office equipment; ability to bend, stoop, reach, grab, twist, push or pull body or work materials used in assigned tasks and responsibilities.

*Working Conditions:*

The position requires the ability to work indoors in an office environment; extensive use of computer keyboards, and exposure to compute screens.

*Compensation and Benefits:*

The salary range for this position is \$4,878 - \$5,929/month. Comprehensive medical, dental, vision, life and disability insurance programs are provided and are 100% City paid for employees and dependents. Paid vacation is 10 to 20 days per calendar year depending on length of service. Sick leave is 12 days per calendar year. Retirement, deferred compensation, and tuition reimbursement programs are also offered. The City is a member of the Orange County Employees Retirement System (OCERS), with a benefit of 2.7% annual salary per year of service at age 55. OCERS is reciprocal with PERS. The City also provides a \$20/month deferred compensation match, up to \$4,000 annually in tuition reimbursement, a 9/80 work schedule and a bonus plan for applicable certifications.

*Application Procedure:*

Individuals wishing to apply must submit a completed City application form and supplemental questionnaire as follows: Filing deadline for applications and supplemental questionnaire is: Open Until Filled. Resumes will not be accepted in lieu of a completed application form. Application forms and additional information may be obtained by accessing [www.sanjuancapistrano.org/jobs](http://www.sanjuancapistrano.org/jobs) or by contacting Human Resources at extension 949/443.6322.

*Selection Procedure:*

The applications will be screened and applicants possessing the most desirable qualifications will be invited to participate in an oral interview with a board of professionals. All candidates will be notified by mail of the results of the selection process.

*Equal Opportunity Employer:*

The City of San Juan Capistrano recruits and hires without regard to race, color, religious creed, physical or medical condition or handicap, sex, age, marital status, or natural origin, except in these specific instances whereby a bona fide occupational qualification demands otherwise. The herein does not represent an expressed or implied contract, and

the provisions notes herein are intended only as a general guidance for prospective applicants and may be modified or revoked without prior notice or agreement.

APPLICATION DEADLINE: Open until filled

**Financial Analyst, Pomona College**

**Salary Range: DOE**

Reporting directly to the Vice President and Treasurer, you will responsible for planning and executing a number of projects covering finance, investments, facilities planning, HR, budget and process mapping/review. This will encompass performance of benchmark studies, development of program cost data/performance measures, multiyear capital plans and business processes/organizational reviews. You will also prepare/analyze grants and budgets as well as identify impacting economic trends.

The ideal candidate has 3-5+ years in local government, small business or non-profit financial analysis (CPA or CFA a plus); an MBA or Master's in a relevant field; background in decision-making tools such as net present value analysis, payback, internal rate of return, weighted average cost and cost-benefit (proficiency in CARS, CX or other higher education software a plus); excellent interpersonal, multi-level interaction, communication, learning and goal-achievement skills.

Please send cover letter, resume, salary history to: Pomona College, Attn: Human Resources, 550 N. College Ave., Claremont, CA 91711-6366. Documents can also be submitted via email or fax: [staffjobs@pomona.edu](mailto:staffjobs@pomona.edu) Fax (909) 607-1726.

**Accounting Analyst, Golden Gate Bridge, Highway & Trans. Dist.**

**Salary Range: \$74,334.00 to \$ 89,856.00 annually, plus excellent benefits**

\$74,334.00 to \$ 89,856.00 annually, plus excellent benefits (37.5 hour workweek)  
(Employee pays 8% of salary/wage toward CalPERS retirement plan)

Close Date: Open Until Filled, Review of applications will begin on Monday, January 4, 2010

**THE POSITION:**

The Golden Gate Bridge, Highway & Transportation District (District) is seeking an energetic, Accounting Analyst to perform a variety of complex level grant accounting duties and analyses to support the preparation and maintenance of District financial records and reports under the general supervision of the Accounting Supervisor. This position is the primary contact at the District for grants accounting/audits

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and also acts as the accounting lead for other specified contractual obligations of the District which may include meeting attendance and required reporting in these areas. The Accounting Analyst will be responsible for reconciling the Construction In Process (CIP) records to the General Ledger and to grant revenues, and will research and resolve any discrepancies. Additionally, this position will oversee the Fixed Asset Module of the accounting software, and will ensure items are recorded, depreciated and disposed of timely and accurately, and will also add improvements to the current Fixed Asset process and software, wherever possible. This position takes a leadership role in guiding internal management on capital accounting policies and procedures and may on occasion lead others within the Accounting Department for specific position-related matters. This position assists in the development and implementation of program policies and procedures and performs other related duties as required or assigned.

#### REQUIREMENTS:

##### EXPERIENCE:

Must possess a Bachelor's degree which should include solid course work in Business, Accounting, Public Administration or a closely related field. Requires a minimum of four (4) years recent full-time experience performing position-related accounting/auditing/grant duties reflecting intermediate to advanced complexity in the following key areas: grant billing, reporting, and reconciliations. Additionally, a minimum of (4) four years intermediate to advanced experience using Microsoft Office products with a major emphasis using Excel. Requires solid experience in utilizing accounting software products.

##### OTHER REQUIREMENTS AND LICENSE(S):

Must possess and maintain a valid California Driver's License and satisfactory driving record.  
(May drive a District vehicle on an occasional basis.)

##### SELECTION PROCEDURE:

Candidates must submit a completed Golden Gate Bridge, Highway & Transportation District application form which should clearly and completely describe the nature of their experience and qualifications for this position. A resume and cover letter and supplemental questionnaire, must also be submitted at time of application. Evidence of degree will be confirmed at time of offer.

Applications will be screened by the assigned Human Resources Analyst and candidates that are considered most qualified will be invited to participate in the oral examination process. Those achieving passing scores in the oral panel interview will result in ranking on an eligibility list to be submitted to the department for hiring consideration.

##### APPLICATIONS:

To obtain a Golden Gate Bridge, Highway & Transportation District application, and a complete position description and instructions on how to apply:

- 1.) Please visit: [www.goldengate.org](http://www.goldengate.org)
- 2.) Completed application materials should be emailed to: [jobs@goldengate.org](mailto:jobs@goldengate.org)
- 3.) Or visit the Human Resources Department located at 1011 Andersen Drive San Rafael, CA 94901 or call the Application Request Line at (415) 257-4526. Office hours are Monday through Friday, 8:30 a.m. to 4:30 p.m.

APPLICATION DEADLINE: Open until filled

### **Chief Financial Officer, The Housing Authority of the City of Los Angeles**

**Salary Range: \$150,000 to \$180,000**

The CFO will oversee an organization-wide budget of \$850 million with management oversight of Finance, General Services and Internal Audit Departments (staff of 50). The successful candidate will have significant fiscal experience within a public or private agency which includes responsibility for the full range of financial management activities including budget preparation, execution and control. Candidates must have strong communication and interpersonal skills and be seen as a strategic and innovative leader. This is an at-will position and serves at the pleasure of the Authority, reporting directly to the COO. A Master's degree in Business Administration or closely related field is strongly preferred. Possession of a certificate as a Certified Public Accountant (CPA) or Certified Internal Auditor (CIA) is preferred. The salary range is \$150,000 to \$180,000 plus an excellent benefits package including 2.7% @ 55 PERS Retirement. Interested candidates should submit qualifications via e-mail to [apply@ralphandersen.com](mailto:apply@ralphandersen.com). This position is considered open until filled. Ideally, the new CFO will begin work in January/February 2010 or sooner. Review of candidates will be on going throughout the process. Inquiries are welcome to Heather Renschler at (916) 630-4900. A detailed brochure is available at [www.ralphandersen.com](http://www.ralphandersen.com).

APPLICATION DEADLINE: Open until filled

### **Revenue Manager, City of Glendale**

**Salary Range: \$97,428 - \$120,696**

Revenue Manager – City of Glendale (\$97,428-\$120,696 annually plus an excellent benefits package)

The City of Glendale seeks an experienced Revenue Manager to perform a wide variety of professional duties related to the

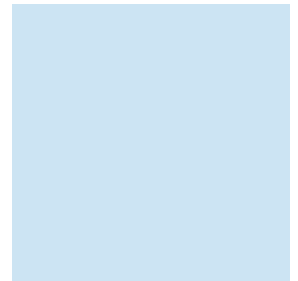
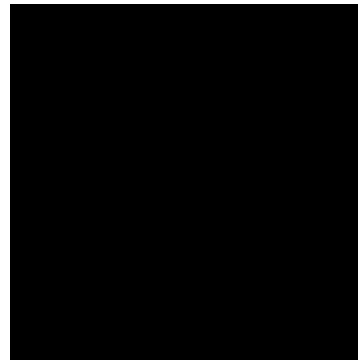
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planning, organization, and oversight of the City's revenue management activities.

Requires a Bachelor's degree in a related field and five years of progressively responsible financial experience, including two years of financial supervisory experience. Prior revenue management experience is highly desirable.

For more information or to download an application, please visit [www.ci.glendale.ca.us](http://www.ci.glendale.ca.us).

APPLY IMMEDIATELY. Recruitment may close at any time.



## Calendar of Events

### March

- 11 - Channel Counties Chapter Meeting
- 15 - Coachella Chapter Meeting
- 17 - Inland Empire of CSMFO and CMTA Division X Meeting
- 17 - San Gabriel Valley Chapter Meeting
- 18 - Sacramento Valley Chapter Meeting
- 18 - Best Practices for the 'New Normal' in Local Agency Finance (Webinar)
- 22-25 - GFOA Group Training Seminars

### April

- 5 - Intermediate Governmental Accounting Training
- 9 - ABCs of School Debt Financing
- 15 - Key Career Competencies and Strategies to Develop Them (Webinar)
- 23 - Fundamentals of Land-Secured Finance
- 28 - Introduction to Governmental Accounting

### May

- 3 - Intermediate Governmental Accounting Training
- 5 - Establishing Sound Fiscal Policies (Webinar)
- 11-14 - GFOA Group Training Seminars
- 12 - Introduction to Governmental Accounting
- 26 - Introduction to Governmental Accounting

**Would you like to add your event to the CSMFO Calendar of Events?**

**Please send your events to [ashley.bradley@staff.csmfo.org](mailto:ashley.bradley@staff.csmfo.org) before the 25th of each month to ensure your event is announced in the MiniNews.**