



mini-NEWS

Dedicated to Excellence in Municipal Financial Management

November 2001



2002 Annual Conference

"Before everything else, getting ready is the secret of success." -Henry Ford

We are getting ready for the CSMFO 2002 Annual Conference and have engaged two more featured speakers who will be of great interest to Conference participants.

Speaking at the Thursday lunch, Richard Butterfield will focus on "New Tools for Better Communication." Mr. Butterfield is an honors graduate of Stanford and holds a Master of fine Arts in acting from The American Conservatory Theater. He has performed on the stage and directed plays at the Conservatory as well as appearing in a number of television programs. Dick has been a communications presenter for over twelve years and will offer specific tools finance professionals can use to hone presentation and communication skills. Dick will follow up with a breakout session to provide a more 'hands on' opportunity for Conference participants.

We want to conclude the Conference with a speaker who will pull everything together and put it into perspective. Dr.

Janet Lapp, a PhD psychologist and former nurse, discusses integrating balance into our chaotic schedules. With humor and intelligence, she provides some common sense guidelines we will take with us as we leave the Conference. As a bonus, the winner of a special prize will be announced and must be present at the concluding luncheon to win.

(continued on page 2)

President's Message

Bill Statler, Financial Director,
City of San Luis Obispo

It never occurred to me that a November message would be focused on the State's budget process and its impact on local government: it's either way too early or much too late. But (and here come the three toughest words in the English language): I was wrong. The Governor is now projecting a budget gap of \$8 to \$14 billion in 2002-03, and he has directed State agencies (with some exceptions) to prepare 15% expenditure reduction options. Unfortunately, the VLF backfill is already being viewed as a potential target with an article appearing in the *Los Angeles Times* on October 26.

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Attachments:

- 1) January 2002 GASB 34 workshop registration form

The mini-News is your newsletter! Take advantage of our monthly publication by sharing with us your ideas. CSMFO is always seeking input from all members on topics in any department section.

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

California Society of Municipal Finance Officers

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Genie Roberts, Temecula
 Bret Plumlee, El Segundo
 Karen Brust, San Diego Water Authority
 Larry Hurst, Brea

Technology

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

Scholarship Program

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



2002 Annual Conference *(cont'd from page 1)*

Add to the superb speakers we have lined up some outstanding sessions addressing all those topics you said you needed, and this is a Conference you can't afford to miss. Many of you know Trudy Sopp, who has agreed to lead a discussion of "Leading During a Time of Crisis." Television personality Jenni Prisk offers tips on networking, something we all talk about but may need some help with. We have sessions for the special districts on GASB 34, as well as some top-notch experts on computer fraud, including Michael Groch from the DA's office in San Diego.

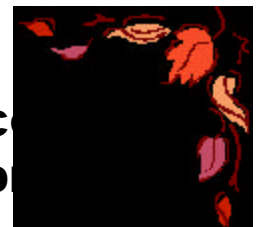
The Registration Packet will go into the mail in early November, and we encourage you to register early and make your hotel reservations early. Please take a few minutes to look at the program topics included in the packet and fax Lisa Hildabrand your preferences at 760/602-8553 - this helps us to plan the room selection and to allow for everyone's comfort.

Exhibitor and sponsor information will also be mailed; you may call Leslie Suelter at 760/633-2644 to participate in either category.

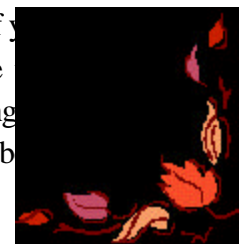
Remember, your participation in the Conference contributes to its success - it is a wonderful opportunity to share information with your fellow finance professionals. Plan to be in San Diego February 20 - 22, 2002!



CSMFO Annual Conference Vendor Registration



In September, the Annual Conference Host Committee contacted commercial members regarding their interest in becoming sponsors/vendors. Those members will receive a notice advising them that registration information is available on the CSMFO website (www.csmfo.com). If you received notification in a week or so, be sure to visit the CSMFO website, where all information regarding the 2002 Annual Conference, including vendor registration, will be available.



Chapter Corner: Inland Empire

Steve Chapman - Finance Director/City Treasurer, City of Moreno Valley

Our chapter has had a successful program year with several interesting speakers and good attendance. Not only do we appreciate the participation and support of the Inland Empire cities' finance officials, but also our friends and associates who provide important services to us and to CSMFO, including consultants, accounting firms, banks and other financial institutions.

The Program year began January 18th with an outstanding presentation by Tom Breitreuz, Special Districts Manager for the City of Moreno Valley. Tom spoke on the subject of "Special Districts Administration: New Laws and Challenges," and being an excellent juggler as a side hobby, Tom was able to explain the intricacies of Community Facilities Districts and assessment districts management using his trade. Besides being a juggler, Tom is also a

well-known clown in the Moreno Valley area, entertaining children at elementary schools and special events. But Tom did not suit up for the part at the January luncheon, because as we all know, Mello-Roos District workouts are no laughing matter.

For the March 15th Chapter meeting, the presentation switched from special districts financial issues to financial systems. Rowan Miranda, Director of Research and Consulting for the Government Finance Officers Association (GFOA), spoke on "Emerging Technologies: ERP and eCommerce in Local Government." Dr. Miranda, formerly the Budget Director for the City of Pittsburgh and Chief Financial Officer of Allegheny County, gave a timely and interesting overview of the current environment, including the rise of enterprise resource

planning systems, the latest technological advancements in the field of public finance, and the challenges facing local government financial officials.

Tom Johnsen, Principal with Fieldman, Rolapp & Associates, was the Chapter's May 17th speaker. Tom, who has over 20 years of experience in public finance and has participated in over 150 separate tax-exempt financings, spoke on "Evolving Issues in Electronic Disclosure" relative to issuing debt. He gave some excellent advice to finance directors and their staff to follow and avoid serious penalties for non-disclosure. This was a very enlightening presentation. Those in attendance walked away with a checklist of items to consider and

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CSMFO Chapter Chairs

Chapter Assistant - Amy Johnson, League of California Cities 916/658-8210

<u>Chapter</u>	<u>Chairperson</u>	<u>Telephone</u>	<u>Email Address</u>
Central Coast	Michael Compton	805/237-3999	mike@prcity.com
Central Los Angeles	Dennis MacArthur	562/989-7319	dmacarthur@ci.signal-hill.ca.us
Central Valley	Susan J. Halligan	209/858-2860	shalligan@lathropgov.org
Channel Counties	Candis Hong	805/449-2241	chong@toaks.org
Channel Counties	Lucy Foster	805/449-2100	lfoster@toaks.org
Coachella Valley	Duane Bambusch	760/346-2489	dbambusch@aol.com
Desert Mountain	Kevin Smith	760/240-7000	ksmith@applevalley.org
East Bay (S.F.)	Richard Ricci	925/671-5219	rricci@ci.pleasant-hill.ca.us
Imperial County	Phillip Carr	760/337-4550	pcarr@city-hall.ci.el-centro.ca.us
Inland Empire	Steve Chapman	909/413-3075	stevec@moval.org
Monterey Bay	Daphne Hodgson	408/646-3947	hodgson@ci.monterey.ca.us
North Bay (S.F.)	Carl Tregner	415/388-4033	ctregner@cityofmillvalley.org
North Counties	Carolynn Thomas	707/441-4114	cjthomas@eurekaweb.com
Orange County	Darren Hernandez	562/905-9730	darren_hernandez@lahabracity.com
Peninsula	Richard Averett	650/802-4205	richard.averett@ci.san-carlos.ca.us
Redwood Empire	Jim McAdler	707/838-5354	jmcadler@townofwindsor.com
Sacramento Valley	Robin Bertagna	530/822-4615	rbertagn@yubacity.net
Sacramento Valley	Debbie Grose	530/661-5832	debbie.grose@ci.woodland.ca.us
San Diego County	Gil Rojas	760/839-4676	grojas@ci.escondido.ca.us
San Gabriel Valley	Josh Betta	626/403-7250	jbetta@ci.south-pasadena.ca.us
San Gabriel Valley	Tracey Hause	626/574-5400	thause@ci.arcadia.ca.us
South Bay	Gavin Curran	310/322-4222	gcurran@elsegundo.org
South San Joaquin	Sandra Montoya	559/713-4423	smontoya@ci.visalia.ca.us

Request for FY 2000-2001 CAFR Reviewers

Bret Plumlee - Vice Chair, Professional & Technical Standards Committee
Director of Administrative Services, City of El Segundo



We are again approaching the December 10 deadline for submission of the Comprehensive Annual Financial Reports (CAFR) by cities to the CSMFO Financial Reporting Awards program. As the Vice Chair of the Professional and Technical Standards Committee, I am requesting your assistance in reviewing a CAFR. This is an excellent opportunity to get involved for the first time or to continue your ongoing outstanding support of the CSMFO.

In mid-December 2001, the FY 2000-2001 CAFRs will be distributed for review along with comments from the

prior year, the review checklist, and the application supplement.

If your City or organization has received the CSMFO Financial Report Award, you are encouraged to volunteer at least one reviewer for the program. If you have a preference to review more than one CAFR, please also indicate that to us.

This is a great way to get involved in the CSMFO organization, and there is no limit on how many reviewers will be allowed to participate in this process. We received interest from many people last year, after the review process was

complete, who wanted to participate as reviewers this fiscal year, and this is now your chance.

If you are able to participate this year as a reviewer, and you have not already notified us, please do so now by contacting Cheryl Howell at 310/524-2318 or chowell@elsegundo.org, or Bret Plumlee at 310/524-2314 or bplumlee@elsegundo.org.

Once again, thank you for your ongoing interest in supporting the CSMFO Professional and Technical Standards Committee and the entire CSMFO organization.

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

The sides are already lining up. Following a meeting between the Governor and legislative leaders, the L.A. Times reported that Senate President Pro Tem John Burton suggested the VLF reduction be eliminated, thus taxpayers would pay the full VLF and local governments would be kept whole.- Republicans are reluctant to "increase taxes" and have indicated they may fulfill earlier promises to preserve state funding of the backfill. Under the pressure to balance the budget, some legislators may feel the promise is no longer valid. The concern is that this won't be discussed publicly at all, and—as with many other State takeaways in the past—the decision will be made late in the process and late at night, when it will be too late for us to launch credible opposition to it. (As a strategy, this is probably great politics, but it's lousy public policy.)

So, we need to be out-front on this issue. This means beginning to take steps now to derail any serious consideration of a VLF-grab. The League and other local government associations are rallying members to action. As this newsletter is going to print, the League is mailing an action alert to city officials outlining the steps they should take and providing some background materials. (A copy of the memorandum is attached to active members' newsletters. Background materials may be found on the League website at www.cacities.org.)

The City of San Luis Obispo has already sent a letter to the Governor and our State Legislators setting forth the importance of VLF in funding critical City services, and how damaging a VLF-grab would be in our ability to deliver public safety and other essential

services. This is especially true as we grapple with our own local fiscal problems. (And for this reason, any State takeaways would be "double-whammy.") It also states how damaging this would be to the State's credibility, given its past assurances about the VLF backfill. Please call or email me if you would like a copy of our letter (805.781.7125; or bstatler@slocity.org).

On a Brighter Note: Great Conference Coming Up in February 2002. While the adjoining article covers the outstanding conference coming up in San Diego on February 20-22, I wanted to take this opportunity to underscore what a great learning experience this will be (and to end my message on a more positive note than the trials and tribulations of the State budget process!).

Chapter Corner: Inland Empire

(cont'd from page 3)

ensure that their continuing disclosure reporting procedures are in order.

The July 19th speaker was Sarah Miggins, Vice President of the Inland Empire Economic Partnership (IEEP), and liaison to several IEEP programs and committees. Sarah spoke on "The Role of IEEP in Economic Development." The IEEP serves as the clearinghouse of regional economic thinking, networking and action. Sarah provided an excellent discussion on the IEEP's mission and her responsibilities of attracting, creating and retaining business in the Inland Empire in order to increase the region's growth and economic output.

Our September 20th speaker was Dick Larsen, Treasurer-Tax Collector of the County of San Bernardino. Dick's topic was "Investment Pool Management: Pitfalls and Successful Strategies." Dick is responsible for the day-to-day management of the county's \$2 billion investment pool, and sits on the board of directors for the San Bernardino County Retirement Association, which has a fund size of \$3.6 billion. He discussed a number of concerns for investment pool managers, including relationships with brokers, the importance of analyzing and understanding cash flow trends, and safeguarding investments.

The Inland Empire Chapter will conclude its 2001 program year on Thursday, November 15th. The chapter meets bi-monthly on the third Thursday of the month from 11:30 until 1:00 P.M. at the Cask n' Cleaver Restaurant in Riverside. For more information about our chapter, feel free to contact me at Steve@moval.org.

Welcome New Members



Carolyn Jones

Sr. Financial Analyst
City of San Buenaventura
5012 Poli Street, PO Box 99
Ventura CA 93002
805/654-7839
805/641-3652 fax
cjones@ci.ventura.ca.us

Marilyn Maytum

Senior Accountant
City of San Carlos
600 Elm
San Carlos CA 94070
650/802-4211
650/595-6706 fax
marilyn.maytum@ci.san-carlos.ca.us

Carol Swindell

Chief Financial Officer
City of Oceanside
300 N Coast Highway
Oceanside CA 92054
760/435-3839
760/435-3845 fax
cswindell@ci.oceanside.ca.us

Liz Thayer

Director of Admin Svcs/Controller
Victor Valley Wastewater Rec.
Auth.
20111 Shay Road
Victorville CA 92394
760/246-8638
760/246-5440 fax
lthayer@vwwra.com

Assembly Bill 990 and Local Tax



Sales tax revenue is the most important source of income for many local communities. Assembly Bill 990 is City-sponsored legislation intended to protect and enhance local sales tax revenues by establishing a statutory framework for cooperation between the Board and city and county governments. As a result, the Board of Equalization has been working with representatives of both the League of California Cities and the California State Association of Counties to develop a program to assist in ensuring that the local portion of the sales tax is credited to the proper jurisdictions.

The resulting program is "Let's Link Together—the AB 990 Process." This program, which is the culmination of months of planning and discussion, represents the first-ever formal direct contact, working arrangement between the Board and the local city and county governments of California. The program is primarily based on data that is currently captured by local governments in business licensing activities. In short, all requests are communicated electronically via a program/template that is sent to the respective municipalities' Board office. It works on most computer operating systems and is provided by the Board of Equalization. In most cases, the response turn-around should be 30 days or less.

The expected long-term benefit of this program is two-fold, each equal in its importance. Firstly, it provides the opportunity for a solid relationship to be built between the local Board offices

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Assembly Bill 990 & Local Tax *(cont'd from page 5)*

and the local governments. Secondly, it results in a more effective and efficient way for local jurisdictions to obtain answers and actions to local tax questions and discrepancies. AB 990 provides the framework for an association to be built; the result of which is a cooperative working arrangement which enhances the shared goals of all parties – the efficient review, posting and correction of local tax records.

To measure the program's success, it is important to achieve majority participation by the more than 500 city and county governments of California. All the parties involved in developing the AB 990 program believe that AB 990 presents a real opportunity to create an enduring practical working relationship that is effective and fruitful for both sides. Board representative will be working in the future to contact those local governments in their jurisdictions. Participation by municipalities is voluntary, and to sign up for the program a local jurisdiction is encouraged to contact a Board office

for further information, or call the Board's Information Center and they will direct your call (1-800-400-7115). So "let's link together" and work towards a partnership in local tax issues.

Article written by
Laila Asgari, BTCS II
Van Nuys District Office
818/904-2463

Note: The League sponsored the legislation initiating this program, AB 990. For more information on this program, plan on attending the session "The Future of City Funds," scheduled at the League Annual Conference on Wednesday, December 19 at 3:30 p.m.

For further information, please contact:

Alan Stagner, District Administrator
Van Nuys District Office
15350 Sherman Way, Suite 200
Van Nuys, CA 91409-7735
Tel: (818) 904-2471
Fax: (818) 901-5252
Email: alan.stagner@boe.ca.gov

MARK YOUR CALENDARS



GASB 34 Training

January 14-16, 2002

Hayward, CA

(registration form attached)

Annual Weekend Training

November 16-18, 2001

Ontario, CA

Please visit www.csmfo.org
for more information.

Related Organizations GFOA Annual Conference

June 16-19, 2002

Denver, CO

www.gfoa.org

CSMFO mini-News



1400 K Street, Suite 400
Sacramento, CA 95814

Contact: Amy Johnson

Phone: 916/658-8210

Fax: 916/658-8240

E-mail: johnsona@cacities.org

Website: www.csmfo.org

January GASB 34 Workshop - Hayward

CSMFO is pleased to announce that it has secured a location in Hayward for the upcoming GASB 34 workshop on January 14-16, 2002.

As attendance is limited to 100 people, we recommend that you register as quickly as possible. Please remember that we now accept credit card payments. To pay by credit card, simply fill out your registration form and fax it to Amy Johnson at 916/658-8240. If you are paying by check, please do not fax in your registration form, but send it in with your check, as we will not be able to reserve your spot without payment.

Attached to this newsletter you will find the flier and registration form for the January workshop. Should you have any questions, please feel free to contact Amy Johnson at 916/658-8210 or johnsona@cacities.org.

We look forward to seeing you in Hayward!

Controller's Request for Financial Information

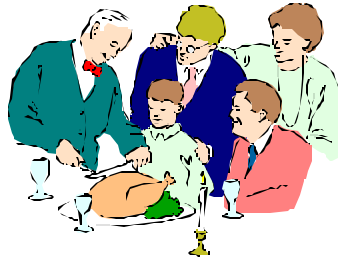
Watch for it. The State Controller's Office reported that the request for annual financial reports would be in the mail the week of October 29.

The reporting requirements have changed this year to standardize reporting from all local government reporting entities, so the information can be captured in one system. The cover letter will come with a CD-ROM to facilitate electronic responses.

Deadlines have been revised with the late mailing. Paper filings are due by November 30 and electronic versions must be filed by December 21.

Questions regarding the report may be directed to the State Controller's Office at 916/445-5153.

Happy Thanksgiving



In light of the events in the last few months both nationwide and worldwide, now more than ever is a time to join with our friends and family.

We at CSMFO wish you a healthy and peaceful Thanksgiving.

Keepin' Current with Statewide Issues

If you are interested in keeping current with legislative hot topics and issues circulating the State Capitol, you may want to join listservs offered by the League of California Cities. There are policy area listservs, including Revenue and Taxation. The Rev & Tax group receives updates on legislation, the state budget and the ballot measure being developed by the League, California State Association of Counties and the California Special District Association. You may also subscribe to the League's legislative newsletter, Priority Focus. These services are offered to all interested parties.

To join, go to the League website, www.cacities.org, and click on the listserv sign-up on the left sidebar. With the state budget already in crisis mode, you will want every tool available to monitor the State Capitol.

Advanced Investment Training: Another CSMFO Success Story

Ben Finkelstein, Senior Vice President at the Stanford Group Company, recently presented an advanced level workshop in Manhattan Beach for treasurers and fiscal officers who manage their agency's portfolio. The course covered:

- Structuring a portfolio that modifies Wall Street to public fund realities.
- Communicating your portfolio management to non-finance professionals and the public.
- Recognizing a loss; why portfolio losses can be both prudent and profitable.
- Utilizing duration to make better investment decisions; evaluating callable securities.

Participants were not only enthusiastic about the speaker and his presentation, but also the educational advantages of a small-group setting. Some comments received included: "Ben is an engaged, motivated speaker who is passionate about educating local agency investors"; "an excellent presentation"; "very informative – dynamic speaker."

Watch your *mini-News*; Ben has agreed to repeat this workshop in Northern California (February or March).

Special thanks to Vicki Copeland and Terry Bindman from Hermosa Beach for taking care of logistics, and Bruce Moe of Manhattan Beach for providing the facility and technical support for the Southern California class.

UCR Extension Winter Quarter Accounting Class

January 9 - March 27, 2002: **Accounting for Governmental and Nonprofit Organizations II** in Riverside, California, on Wednesdays from 6:30-9:30 p.m. Fee: \$325. Continued application of fund accounting with emphasis on various nonprofit organizations such as school districts, health care facilities and charitable organizations.

For information, contact University of California, Riverside Extension at (909) 787-4111 or check out our web site: www.ucextension.net.

Chapter Meetings



San Gabriel Valley

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

- Date:** Wednesday, November 14, 2001
Time: 11:15-11:30 a.m.: Registration
 11:30 a.m.-12:15 p.m.: 1st speaker
 12:15-1:00 p.m.: Lunch
 1:00-1:30 p.m.: 2nd speaker
Place: Four Points Sheraton Hotel
 (formerly Wyndham Garden Hotel)
 700 West Huntington Drive
 Monrovia, CA 91016
Topics: (1) Tom Johnsen, Fieldmann, Rolapp
 & Associates - "Evolution of
 Electronic Continuing Disclosure"
 (2) John Latin, Toastmaster's
 International - "Tips on Public
 Speaking"
Menu: Tuscan tossed salad, chicken piccata,
 fettuccine alfredo, fresh seasonal
 vegetables and soft garlic bread sticks.
Cost: \$25.00 per person – payable at the
 door (Make checks payable to the
 City of Arcadia).
RSVP: Please confirm your attendance by
 contacting Kelley Williams of the City
 of Arcadia at 626/574-5465, or by e-
 mail: kwilliams@ci.arcadia.ca.us by
 Thursday, November 8th at 5:00 p.m.
 (No-shows may be billed).

Coachella Valley

Duane Bambusch, Chapter Chair
Accountant, City of Indian Wells

- Date:** Monday, November 19th, 2001
Time: 12:00 noon
Place: La Quinta City Hall
 78-495 Calle Tampico
 La Quinta, CA
Spkr: A representative from the California
 State Board of Equalization
Topic: State Sales Tax - which types of la-
 bor and services are subject to the tax
 and what is exempt.
Cost: Lunch will be provided at a cost of
 \$15.00 per person.
RSVP: Duane F. Bambusch, City of Indian
 Wells, at dbambusch@aol.com or
 760/346-2489

Sacramento Valley

Robin Bertagna, Chapter Co-Chair
Finance Officer, City of Yuba City
Debbie Grose, Chapter Co-Chair
Asst. Fin. Dir., City of Woodland

- Date:** Wednesday, November 14, 2001
Time: Luncheon Meeting: 12:00 noon
 Guest Speaker: 1 p.m.
Place: City Hall
 1201 Civic Center Boulevard
 Yuba City, CA
Spkr: Lloyd de Llamas, President,
 Hinderliter, de Llamas & Associates
Topic: Mr. De Llamas will discuss strategi-
 es cities can implement for maxi-
 mizing sales tax revenues. In addi-
 tion, Lloyd will provide us with trend
 information along with a forecast,
 which should be very interesting and
 timely as our budget preparation sea-
 son begins to roll around again.
RSVP: Robin Bertagna at 530/822-4615 or
rbertgn@yubacity.net

North Counties

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

- Date:** Thursday, November 15, 2001
Time: Noon to 2:00 p.m.
Place: The Sea Grill Restaurant
 316 E Street, Eureka
Spkr: David W. Tyson, City Manager
 City of Eureka
Topic: The budgeting process - transforming
 a line item budget into a program
 based budget. Mr. Tyson is the former
 Finance Director/Assistant City
 Manager for the City of Eureka and
 played a key role in developing the
 City's Program Budget.
Menu: Oven broiled salmon, stuffed chicken,
 French dip sandwich, or soup & salad
 bar (includes tea/coffee & ice cream)
RSVP: Carolynn Thomas, 707/441-4114 or
cjthomas@eurekaweb.com
Cost: \$16.00 per person (Make checks
 payable to City of Eureka.
 Reservations not cancelled by
 January 4, 2002 will be billed to your
 agency).

North Bay

Carl Tregner, Chapter Chair
Finance Director, Town of Mill Valley

- Date:** Friday, November 30, 2001
Time: 11:30 a.m. - Registration
 12:00 - 2:30 p.m. - Lunch
Place: Canterbury Hotel
 740 Sutter Street, San Francisco
Spkr: Gary Schlossberg - Economist, Wells
 Fargo Bank
Topic: Economic Outlook 2002
Menu: Stuffed chicken breast or grilled
 salmon filet almandine
Cost: \$32.00/person in advance, \$35.00 at
 the door. Make checks payable to
 CMTA Division 7.
RSVP: Maureen Lennon, City of San Carlos
 (moderator), 650/802-4118 or
maureen.lennon@ci.san-carlos.ca.us

North Counties

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

- Date:** Wednesday, January 9, 2002
Time: Noon to 1:30 p.m.
Place: Red Lion Inn, 1929 4th Street,
 Eureka
Spkr: Gary M. Caporicci, CPA, Partner
 with Caporicci, Cropper & Larson,
 LLP
Topic: GASB 34 and all the new
 requirements we will be facing in
 the next few years. Mr. Caporicci
 is a well-known expert on GASB
 34 compliance – you won't want to
 miss this meeting.
RSVP: Carolynn Thomas, 707/441-4114 or
cjthomas@eurekaweb.com
Cost: \$20.00 per person

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

Up the Ladder

FINANCE MANAGER – City of Martinez, CA. Salary \$7,083-\$8,333/mo. DOQ, excellent benefits. Desire relevant BA/BS and considerable prof. acctg. exp., two years supv. exp. Public agency exp. and CPA a plus. Request City App. & Supp. Questionnaire at 925/372-3522, visit www.cityofmartinez.org, email your request to jobs@cityofmartinez.org or apply in person at Personnel Dept., 525 Henrietta St., Martinez. EOE. Final filing is 5:00 p.m., November 9, 2001.

ACCOUNTANT – City of Martinez, CA. Salary \$4,488-\$5,347/mo. DOQ, excellent benefits. Desire relevant BA/BS and 3 years of prof. acctg. exp. with some supv. exp. Request City App. & Supp. Questionnaire at 925/372-3522, visit www.cityofmartinez.org, email your request to jobs@cityofmartinez.org or apply in person at Personnel Dept., 525 Henrietta St., Martinez. EOE. Final filing is 5:00 p.m., November 9, 2001.

FINANCE OFFICER – City of Del Mar, CA. Salary \$51,745.63 - \$62,897.13 annually, plus a generous benefit package including 2% at Age 55 Retirement. The Finance Officer reports to the City's Finance Director and is responsible for supervising accounting staff, performing a wide range of complex professional accounting duties in the analysis, and preparing financial records and reports including the annual City budget and CAFR. The ideal candidate would be a customer service oriented, highly motivated individual with a B.A. from a four-year college or university with a major in accounting, finance, business administration or a closely related field; and at least five years of progressively responsible accounting experience. With its beautiful beaches, dramatic cliffs, and Torrey Pine-covered hillsides, the City of Del Mar is well known as a premier location to work and play in the San Diego region. Application materials are available on our website at www.delmar.ca.us. Please submit a completed City application to: City of Del Mar, Finance Officer Recruitment, 1050 Camino del Mar, Del Mar, CA 92014. **FILING DEADLINE:** November 23, 2001 at 5:00 p.m. Postmarks will not be accepted.

SUPERVISOR, GENERAL ACCOUNTING & ACCOUNTING OPERATIONS. Two positions are available in Metrolink's Accounting Division. The Supervisor, General Accounting is responsible for supervising the maintenance of the general ledger, fund accounting, year-end close, financial reporting, fixed assets and inventory accounting and the

annual external audit. The Supervisor Accounting Operations will supervise payroll, A/P and A/R and process monthly and year-end accruals including reconciliation of the GL accounts and ensure reconciliation of subsidiary ledgers to GL. Bachelor's degree in Accounting, Business Administration or related field and a minimum of 3 years experience supervising staff performing the duties described above is required for consideration. Send resumes to SCRRA, Metrolink, 700 Flower Street, 26th Floor, Los Angeles, California. Metrolink is an Equal Opportunity Employer with excellent benefits. Salary is commensurate with experience. For more info, visit our website at www.metrolinktrains.com.

ACCOUNTING SPECIALIST – City of Calabasas, CA. Salary \$2,734-\$3,323/mo. Performs specialized clerical work in accounting area, including coding and record keeping, computer data entry, balancing and reconciling accounts, processing invoices for payment, preparing payroll in coordination with contract payroll vendor, and maintaining purchasing function. Reporting to the Accountant, incumbent will serve as a specialist in one or more functional areas with a high degree of independence. Training and experience equivalent to college level course work in basic accounting and two years of accounting experience. Fund accounting and computer experience is desirable. **APPLY BY:** December 7, 2001, 5:00 p.m. **CITY APPLICATION REQUIRED.** Application packet may be obtained at City Hall, 26135 Mureau Road, Suite 200, Calabasas, CA 91302 or call (818) 878-4225, or email hrdept@ci.calabasas.ca.us.

FINANCE DIRECTOR—City of Needles, CA. Situated on the west bank of the Colorado River with mountains in every direction, Needles (pop. 5,000) is noted for its natural beauty and mild winter temperatures. A full-service city with a vast array of enterprise and internal service funds, the 2001/02 total budget is \$15,989,912. Needles is currently on the threshold of exciting economic opportunities. The Finance Director will oversee the operations of the Finance Department, Customer Service and Utility Billing Office, and Management Information Systems. The ideal candidate will be a hands-on manager who is knowledgeable of municipal finance and human resources. Bachelor's degree in public/business administration or related field is required. Master's degree and/or CPA is desirable. Salary range: \$60,424 to \$77,119. Call (916) 977-3700 today, or e-mail wilcoxcareer@wilcoxcareer.com to request more

services. Qualified candidates must have graduated from an accredited college with a Bachelor's degree in accounting, public financing, business or public administration, and five years of responsible management/ supervisory level experience in a municipal finance department performing a variety of financial duties. A Master's degree in public administration or a related field is desirable. Excellent benefits, great place to live, outstanding organization. Application must be made on City application forms. For more information, contact: Human Resources, City of Porterville, P. O. Box 432, Porterville, CA 93258, (559) 782-7441. Closes 5:00 p.m., Friday, December 21, 2001. Equal Opportunity Employer.

ACCOUNTING SUPERVISOR. Salary \$4,202-\$5,108 plus benefits. The City of Mill Valley is seeking an individual with strong accounting and supervision skills to perform a variety of professional accounting and auditing functions, supervise department personnel and provide support to all operations of the Finance Dept. Requires BA/BS with major course work in accounting and 3 years accounting experience, preferably in local govt. Submit resume and city application to Finance Dept., City of Mill Valley, PO Box 1029, Mill Valley, CA 94941. For job description and app call (415) 388-4033 or see website at www.cityofmillvalley.org. Filing deadline: November 9, 2001.

ASSISTANT FINANCE DIRECTOR - City of San Bruno, CA. \$71,880-\$88,200/Annually (DOQ) plus excellent benefit package. Looking for a challenging, hands-on financial management opportunity? We have it here. Become part of a department that is reshaping itself and promoting quality customer service, technical excellence, and City-wide finance informational support. This is a full functioning Assistant Finance Director position responsible for a broad array of finance administration services including accounting, budget, payroll, purchasing and accounts payable, with a focus on day-to-day financial operations. Requires four years accounting or municipal finance experience and three years supervisory experience with a Bachelor's Degree in accounting, finance, business, public administration or related field. Master's Degree or CPA desirable. For application and job announcement, contact the City of San Bruno Human Resources, 567 El Camino Real, San Bruno, CA 94066; or call (650) 616-7055. EOE. Website: <http://www.ci.sanbruno.ca.us>. Final Filing Date: Open until filled.

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Up the Ladder *(cont'd from previous page)*

DIRECTOR OF FINANCE - City of Porterville, CA (population 40,625). Salary: \$6,561 - \$8,007/mo., plus an excellent benefit package, including fully City-paid employee's contribution in CalPERS 2% at 55 retirement formula. The City of Porterville is a full service City, including water, sewer, refuse, airport, redevelopment agency, and a transit system. The Finance Department is responsible for business licenses, utility billing, purchasing, payroll, accounting, auditing, budgeting, investment of City funds and informational services. Qualified candidates must have graduated from an accredited college with a Bachelor's degree in accounting, public financing, business or public administration, and five years of responsible management/ supervisory level experience in a municipal finance department performing a variety of financial duties. A Master's degree in public administration or a related field is desirable. Excellent benefits, great place to live, outstanding organization. Application must be made on City application forms. For more information, contact: Human Resources, City of Porterville, P. O. Box 432, Porterville, CA 93258, (559) 782-7441. Closes 5:00 p.m., Friday, December 21, 2001. Equal Opportunity Employer.

SENIOR ACCOUNTANT - City of Baldwin Park, CA. Salary: \$4,071-\$4,948/mo (increase pending) + excellent benefit package. Position performs the most complex general accounting functions for the City, Redevelopment Agency, and the Housing Authority. Requires Bachelor's degree with major course work in accounting, business, or public administration, with at least four years of increasingly responsible technical experience in municipal accounting and financial work. Special Requirement: This position requires that the candidate possess a strong background in governmental accounting with emphasis in Redevelopment. **APPLY BY:** November 21, 2001. To request City application and detailed job flyer, contact Personnel at (626) 813-5206 or malves@baldwinpark.com. EOE.


FINANCIAL SERVICES & BUDGET MANAGER - City of Alameda, CA (\$83,720. - \$101,764. /yr. + excellent benefits incl. 36 hr., 4-day workweek and up to 2 weeks mgt. incentive pay). Plans and implements the citywide performance-based budget process and related fiscal programs; coordinates budgeting activities with other departments; and supervises assigned staff. Requires 4 yrs. municipal or govt. financial exp. with substantial work in budget preparation, plus a bachelor's

degree in accounting or related field; CPA is desirable. Submit City application by 11/14/01 to HR Dept., Alameda City Hall, 2263 Santa Clara Ave., Alameda, CA 94501. For application call our 24-hour Job Hotline (510) 748-4635. City web site: www.ci.alameda.ca.us/jobs.html. EOE/M/F/D

ACCOUNTANT II - City of Santa Cruz, CA. Salary: \$4,414-\$5,633 monthly, plus excellent management benefits. Performs professional-level accounting functions and special projects as assigned. Typical qualifying experience: BA in accounting, finance, business, or related field and two years of professional accounting experience. **Apply by 11/30/01.** For required application materials, contact City of Santa Cruz Personnel Dept., 337 Locust Street, Santa Cruz, CA 95060, 831/420-5040, TDD 800/735-2929, or www.ci.santa-cruz.ca.us/ps. EOE/ADA

ASSISTANT FINANCE DIRECTOR - City of Costa Mesa, CA (Salary \$78,624 - \$105,372/year DOQ; attractive benefits package). The Assistant Finance Director is responsible for general supervision of the City's accounting and treasury activities, and assisting in overall administration of the department. Requires considerable recent professional accounting, treasury and/or budgeting experience, including 3 years of supervision; Bachelor's degree in finance, accounting or business administration. Governmental experience, graduate degree and/or CPA registration desirable. Please submit an official City application, detailed resume, salary history & list of 5 references to: **City of Costa Mesa**, Personnel Division, 77 Fair Dr., Costa Mesa, CA 92626. Filing deadline: 12/07/01. For an informational brochure, call (714) 754-5350, TDD (714) 754-5244, or visit www.ci.costa-mesa.ca.us. EOE

Professional Services Directory



How Can I Advertise?

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

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CSMFO PRESENTS....
GASB STATEMENT 34 TRAINING

Gregory S. Allison, CPA

Assistant Director, Institute of Government, University of North Carolina at Chapel Hill
Former Assistant Director for Technical Services, GFOA

K. Lee Carter, CPA

Vice President, Capital Management of the Carolinas
Adjunct Faculty Member, Institute of Government, University of North Carolina at Chapel Hill

January 14-16, 2001
Centennial Hall
22292 Foothill Boulevard
Hayward, California
510/881-1911

CSMFO is pleased to present one full-day and four half-day seminars on implementing GASB Statement 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Government*. These are the first in a series of seminars to be scheduled over the next two years. You can attend for the full three days now, **OR** mix and match – attend some now and others at a later date.

Monday, January 14, 2002

8:00 a.m. – 5:00 p.m. (8 Hrs CPE)

Overview of GASB Statement 34. This full-day seminar, focusing on common implementation issues preparers are likely to face, is designed to give you a comprehensive introduction to this important statement. *(This is a repeat of the CSMFO pre-conference seminar presented in San Jose on February 23 and 24, 2001.)*

Tuesday, January 15, 2002

8:00 a.m. – 12:00 p.m. (4 Hrs CPE)

Converting Governmental Funds to Governmental Activities. The centerpiece of the new reporting model is the conversion of governmental funds to governmental activities. This not only requires a change in measurement focus and basis of accounting, but internal service funds must be allocated and other consolidation entries must be developed. This half-day seminar focuses on the mechanics of this conversion process.

Tuesday, January 15, 2002

1:00 p.m. – 5:00 p.m. (4 Hrs CPE)

Accounting and Financial Reporting for Capital Assets and Infrastructure. Among the more controversial aspects of the new reporting model are the inclusion of depreciation for capital assets of governmental activities and the capitalization of infrastructure. The new standard also includes the option of not depreciating infrastructure assets, but instead disclosing required supplementary information on maintenance of these assets (“the modified approach”). This half-day seminar focuses on the mechanics of implementing these new requirements.

Wednesday, January 16, 2002

8:00 a.m. – 12:00 p.m. (4 Hrs CPE)

Government-wide Financials and the CAFR. The new government-wide financial statements have many unique aspects, including a different format, determining program versus general revenues, and comparisons with fund financial statements. Although the format of the CAFR will not change drastically as a result of the new reporting model, the structure will be somewhat modified. This half-day seminar focuses on reporting issues.

Wednesday, January 16, 2002

1:00 p.m. – 5:00 p.m. (4 Hrs CPE)

Preparing the MD&A and Note Disclosures. What is included in management's discussion and analysis (MD&A)? How does it relate to the transmittal letter? Is there potential overlap in the note disclosures? How will the note disclosure requirements change after the release of GASB Statement 38 (the new statement that will address note disclosures)? This half-day seminar focuses on disclosure issues and provides preparation suggestions.