

Florida Government Finance Officers Association

Your professional resource for education, networking, leadership and information.



January/February 2005

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2005 FGFOA Annual Conference

Save the Date!

May 14-18, 2005 • The Diplomat, Hollywood

“You can’t win if you don’t buy a lotto ticket!”
(Translated: “If you don’t request funding, you definitely will not receive any!”)

*By Angie Brewer, Angie Brewer & Associates, L. C.,
and a member of the Technical Resources Committee Member*

The state Legislature meets every year, and every year some communities receive funding for much needed projects. Many miss out on this opportunity because they are so busy handling the day-to-day details of their regular positions. Don’t miss out on the Water Project Funding/CBIR Process 2005-06. It’s worth the effort, especially for small and/or disadvantaged communities.

Water project funding this year will be different from previous years. You must submit your application for funding directly through the Legislature’s Community Budget Issue Request (CBIR) process.

Entities eligible to apply for water-project funding are counties, municipalities, water management districts and special districts that have legal responsibilities for water-quality improvement, water management, stormwater management, sewer system operations, and lake and river restoration projects.

Additional criteria:

All local government surface water restoration and stormwater projects are to be reviewed by the appropriate water management district (WMD). You will need to document for the CBIR form whether and how the project improves the quality of a WMD-designated “priority” waterbody.

All wastewater projects are to have an application for funding on file with DEP’s Disadvantaged Small Community Wastewater Facilities Grants Program (eligible applicants include only municipalities with 7,500 or fewer people and a per capita income less than the statewide aver-

age of \$21,557). For all other wastewater projects, the projects are to previously have received state funding by way of a line-item legislative appropriation **and** be in the construction phase **and** identify a 25 percent local match (which may include funding from a state or federal source).

CBIR forms will be available from the offices of your potential House and Senate sponsors. You must request that each of your projects be sponsored as part of the CBIR process and ensure that a CBIR form is completed for each one. You must have the CBIR form filled out in its entirety including identifying local matching funds, prior year legislative funding, the plan supporting the project, priority water body information (if applicable), DEP grant status (if applicable), and a sufficiently detailed description to determine the project’s purpose and benefits.

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President's Message



George McGowan

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Well, we have turned the corner into the New Year and my thoughts turn to two items of great importance for FGFOA members: our upcoming election of new FGFOA Board members and the 2005 Annual Conference. As your President, indulge me this use of my "bully pulpit."

First, I encourage each of you to cast a vote in our upcoming election. As a member of the Nominating Committee, it was wonderful to see so many members interested in serving as your leaders. I hope you will allow yourself some time to study the qualifications of each member nominated for office and cast a vote for those you believe will contribute to the future success of our association. I can't stress enough that participating in this election is the first, and most important, way that you can be *involved* in the FGFOA!

This year's election is our first using the online voting system that you approved as a Bylaw amendment last year. The Florida League of Cities administrative and information technology staff have worked hard to design a system that is both convenient and secure. While members will have the option to elect to vote by paper ballot, I encourage those of you that have access to the Internet to use our new electronic voting process. You will receive information on how to cast your ballot electronically in early March. Please use our Web site to study the qualifications of the candidates and vote for those who you think will advance our association.

Second, both your attendance and your *involvement* are necessary for a successful annual conference. While our speakers and special events are important, they are hollow without you being in attendance to gather knowledge and interact with your fellow members. Time and again, I hear stories of how a member learned more from a discussion with a colleague during lunch or dinner than they learned during that day's training sessions. This is not an indictment of our training sessions, which are excellent year in and year out. Rather, it confirms that we learn and absorb information better in small groups and through daily personal interaction. I encourage you to take advantage of every opportunity during our Annual Conference to seek out our industry's knowledge leaders and ask for their advice, thoughts and insights. Everyone I have met through the FGFOA is approachable, friendly and helpful. Reach out and get informed!

Another *involvement* reminder: be sure to sign up now for an FGFOA Committee through completing our 2005 Committee Member Application form available on our Web site. Our President-elect, Gib Mitchell, will certainly appreciate you taking this first step toward becoming a contributing member of our association. The benefits will outweigh the risks, I assure you.

Finally, I have to point out to every one of you an opportunity for *involvement* that we are each neglecting (including me!). We have a great resource for our members that is not used to extent that it should be. Have you guessed what it is? I'll give you a hint: if you are reading this online, it is right in front of you (just a few computer clicks away in fact). Give up? It is the FGFOA Forum section of our Web site. This handy resource is available to members who want to discuss items of interest, get a question answered, start a discussion or just interact with a fellow member (chapters and committees can even use the forum to conduct business and hold discussions!). Why, oh, why aren't we using this tool?

I have a New Year's resolution for all of us. Repeat after me: "I Resolve to Post or Answer a Post on the FGFOA Forum in 2005."

What an easy way to increase your *involvement* in our association.

Member Spotlight



Phil Allen

This month's spotlight is on Phillip Allen, Chief Financial Officer and Director of the Finance and Administrative Services Department for Broward County.

Phil has been with Broward County since 1986 and has responsibility for all county fiscal operations including tax

collection, fiscal policy, accounting, cash management and records. In addition, he is responsible for personnel and labor relations, child-support enforcement and information technology.

Phil has also served as Acting County Administrator for a short period in 1997 and as Interim Port Director of Port Everglades for 16 months in 2001-2002. Phil has managed more than 40 bond financings for Broward County totaling over \$4 billion. For 19 consecutive years, Phil has overseen the preparation of the county's CAFR and each has received the Certificate of Achievement for Excellence in Financial Reporting.

Prior to his arrival in Broward, Phil served in various fiscal capacities including Finance Director and Budget Director for the City of Cleveland between 1980 and 1986. He was responsible for the preparation and execution of the financial plans which restored Cleveland's fiscal health after the city's much publicized default in late 1978.

Phil holds a bachelor's degree in business from Ohio University and an MBA from Akron University. He is a former executive board member of the GFOA and has served on the Budget and Debt Management standing committees. He has also served as chair of the First Florida Governmental Financing Commission which provides pooled borrowing options to eight Florida local governments.

Phil has spoken at a number of national conferences and training programs on issues affecting governmental finance and fiscal policy. He is a member of the Audit Committee of the Florida Association of Counties and chairs the Advisory Board to the FAC/FACC Investment Board. Phil also serves on the Finance Committee for the Broward Performing Arts Center and the Audit Committee of the Broward County School Board.

Despite being a native of Ohio, Phil is an avid boater and occasional golfer. He and his wife Sally have one grown son, Scott.

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Spotlight Article Criteria

The FGFOA Board of Directors established preferred guidelines for the "Member Spotlight" articles. These criteria include: must be submitted by an FGFOA member (other than the spotlighted person); active member of the FGFOA for five years; active member of a local chapter of the FGFOA; served on an FGFOA committee or Board of Directors; made significant contributions to the financial arena (i.e., speaker at conferences, written articles, etc.); final approval by FGFOA president.

FGFOA Welcomes Its Newest Members

- Jonathan Coslet, Bond Logistix LLC
- Frederick Forbes Jr., City of Jacksonville
- Diana Gutierrez, Orange County Government, Fiscal & Business Services Division
- Melissa Haizlip, Manatee County – CCC
- Tom O'Reilly, City of North Miami Beach – Public Services
- Denese Williams, City of Miami Gardens

The FGFOA is now accepting nominations for the 2005 Lifetime Achievement Award. Please visit the Web site at: www.fgfoa.org to obtain a nomination form.

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When submitting your CBIR to your legislator, be sure to include a cover letter explaining the need for the project and requesting their support during the legislative process.

Legislative Process and Final Approval:

DEP will review all CBIR forms provided by the Legislature and identify for each project whether it appears to meet the criteria. DEP will provide the complete list of reviewed CBIR projects to the Legislature for consideration during the 2005 session (March 8 - May 6, 2005).

Typically, if funding is provided for water projects, it is through line item appropriations in the General Appropriations Act (GAA). Water project appropriations are subject to governor's review.

For those projects included in the GAA (the state budget), as approved by the governor, funds will be available after July 1, 2005.

If you need more information, please feel free to contact me at (941) 756-5800.

It's About You

- **Patricia Clifford** is the City of Fernandina Beach's new Controller. Patricia is new to Florida, from the University of Tennessee.
- **Rachelle Handwerker** was promoted to Chief Accountant for the City of Lake Worth, after serving as Accountant I for 10 months. Rachelle came to the City of Lake Worth from a workers' compensation insurance company.
- **John Herbst, CPA**, was appointed to the newly created position of Chief Financial Officer of the Jacksonville Housing Commission. He previously served in other positions with the City of Jacksonville, including Principal Budget Analyst and Director of Finance of the Jacksonville Children's Commission. Prior to that, he was on the audit staff of PricewaterhouseCoopers and had been the Director of Finance of the City of Neptune Beach. He received his BBA in accounting from Baruch College, City University of New York, and is completing his MBA at the University of North Florida.
- **Sophia Holt** was promoted in October to Senior Budget Analyst for St. Lucie County. For the three years prior to that, she had served as a Budget Analyst for St. Lucie County.
- **Kristy Lilly** was also promoted, in December, to Senior Budget Analyst for St. Lucie County. For a little more than one year before that, she had held a Budget Analyst position with St. Lucie County. Kristy originally came to St. Lucie County from the City of Griffin, Ga.
- **Cindy Meyer** is the new Deputy Director of Fiscal Services for the Polk County Sheriff's Office.
- **Joe Shore** retired from the City of Lighthouse Point on January 26. Joe had served the city as Finance Director since October 1993.

Committee Reports

Certification

Michael Tomich, Marion County – CCC, Chair

The updated CGFO Exam was administered at the FGFOA School of Governmental Finance and exam results will be forthcoming shortly. We commend the 30 candidates who pursued sitting for one or more of the five sections of the exam. Sites are currently being considered for the March exam.

I would like to take this opportunity to thank the committee members for their hard work and dedication. The CGFO designation is an important measure of individual excellence in our profession. Our committee encourages all eligible FGFOA members, not already certified, to pursue the CGFO designation.

Conference Program

Ken Hetrick, Lynx, Chair

Set your appointment for the 2005 Annual Conference on May 14-18 in your calendar this year. We are planning to have another GREAT conference and you will not want to miss it. Make sure to make your plans. Your TO DO LIST should include reserving your room at the hotel, submit all travel authorizations and don't forget to remind your colleges as you make plans were you will be meeting them when you arrive. Our speakers are getting ready to provide the

quality educational experience you have experienced in past years. They will be addressing a variety of current issues in accounting, reporting, budgeting, pensions, investments, debt funding and a few other business finance topics. We will be finalizing the moderators for the sessions next. If you are an active member and have an interest in moderating a session at this year's conference please contact me at khetrick@golynx.com. I will match our moderator needs with your interest and notify you to confirm your availability.

Conference Host

Carlos Garcia, City of Hollywood, Co-Chair

Lisa Rabon, City of Wilton Manors, Co-Chair

Mark your calendars now and plan on joining us in Hollywood May 13-18 for the 2005 FGFOA Annual Conference to be held at the beautiful Westin Diplomat Resort and Spa (www.diplomatresort.com). The 998-room hotel is located beachside and has a spacious 209,000-square-foot conference center. Hotel amenities include a full-service spa, an 18-hole golf course, 10 clay tennis courts, and an outdoor pool with waterfalls and a see-through bottom.

The Local Host Committee members are busy finalizing plans for your stay. Golf and tennis tournaments will be held on Sunday morning before conference sessions begin, and children's activities will also be offered during the conference. Association Night will be held on Sunday evening within the Exhibit Hall area where you can enjoy networking with your peers and visiting the exhibit booths. The Hospitality Suite will also be open nightly after conference activities have concluded.

On Tuesday evening, a special "Night at the Rodeo" is being planned! Activities will include a real rodeo, country western music, line dancing, and more. This event will be held at the Davie Arena, a 72,000-square-foot facility that is covered and has a seating capacity of 7,500. Plan on joining your fellow colleagues for a memorable and enjoyable evening at the rodeo!

If you have any questions, feel free to e-mail your conference host co-chairs, Carlos Garcia (cgarcia@hollywoodfl.org) or Lisa Rabon (lrabon@wiltonmanors.com). We look forward to seeing everyone in Hollywood next May!

Legislative

Darlene Pfeiffer, City of Fort Lauderdale, Chair

The formulation of a plan for the best use of the Annual Legislative Policy Statement is the current focus of the Legislative Committee. Action steps have been developed to effectively use the annual document as a tool to implement the actions needed to support or oppose the various policy positions as approved by our Board of Directors. In this space, this issue and next, we will discuss the goals of the plan and how you can take part in the legislative processes that affect us professionally.

As of this writing, 416 bills have already been filed in the House and Senate. Over the next six to eight weeks, the state's legislative activity will increase as the 2005 regular session approaches its opening on March 8. Before any of these bills get to the floor for a general vote, it passes through one or more committees that meet to discuss the bill and decide whether or not to pass it to the next committee (or the full House or Senate if no further committees are in line). Therefore, the committee members have the power to move the bill forward, amend it, or stop it at that point.

Committees are meeting now to study these bills. We have the best chance of influencing the outcome of a bill while it is still in committee since it is a much smaller "audience" that we need to work with. Therefore, we are asking you, our members, to get involved with helping to communicate FGFOA's position to those who have the ability to influence the outcome.

The first goal of the Legislative Committee's plan is to identify FGFOA members who are willing to get involved by contacting House or Senate committee members who will be acting upon bills filed. If you are able and willing to help by contacting a committee member to ask for their support of the FGFOA's position on a particular bill, especially if you have a personal or professional relationship with members of the Finance and Tax Committees, Communications and Public Utilities Committee, or Appropriations, please call me (954) 828-3775 or send an e-mail (DPfeiffer@fortlauderdale.gov). I will develop a distribution list and let you know when a committee will be hearing a bill of interest to us.

The Legislative Committee will monitor bills filed and we will notify the FGFOA membership of any significant events related to the four target issues:

- Equitable Funding of the State Court System (Article V amendments)
- Communications Services Tax Amendments
- Florida Single Audit Act Revision
- Collection of Sales Tax on Internet Transactions

Some of the bills that have already been filed and that bear watching are:

- HB9, HCR11, HB81, HB101, SB206 – Sales and Use Taxes and Exemptions
- HB49 – Tax on Substitute Communications Systems
- SB56 – Streamlined Sales and Use Tax

The state's legislative Web site is a very useful and powerful tool to easily and quickly get basic information about the legislative process with just a few clicks. You can review the text of a particular bill, find out who the committee members are, see the committee calendar, and track the progress of a particular bill. Following are some links to the House and Senate sites that will make it easy for you to review bills of interest, find out who the Senate or House committee members are, or find out how to contact your legislative representatives.

- Senate: www.FLSenate.gov
- House: www.MyFloridaHouse.gov
- Senate Committees:
www.flsenate.gov/Committees/index.cfm?Tab=committees
- House Committees:
www.myfloridahouse.gov/committees.aspx

If you have any questions about contacting legislators or need other information about how you can help, please feel free to contact me.

Member Services

Kent Olson, City of Orlando, Chair

The committee's three sub-committees, Publications, Recruitment & Retention, and Research & Analysis, continue to work on their various tasks as we begin a new year.

The Publications Sub-Committee appreciates the cooperation and timely information we have been getting regarding "It's About You" articles. The information contained in these articles lets us inform you of accomplishments, promotions and job changes of FGFOA members. Please keep sending your updates to Anne Gooch at the FGFOA (agooch@flcities.com), Tom King at Polk County (tomking@polk-county.net) or Andrea Wilson at the City of Orlando (andrea.wilson@cityoforlando.net).

The Recruitment & Retention Sub-Committee has far surpassed its initial goal of adding 50 new members to our organization this year. Membership has grown from 2,185 on April 15, 2004, to 2,665 as of December 31, 2004. The sub-committee has sent out 175 letters to prospective members in an effort to further add to our membership rolls. If you have staff in your entity that are not yet members but could benefit from the privileges offered by FGFOA, please visit

the FGFOA's Web site at www.fgfoa.org.

The Research & Analysis Sub-Committee continues to press forward on ways to provide better service to the membership. The sub-committee prepared a survey regarding interest in forming a new chapter to our members that are located in areas that currently are not served by a local chapter. The survey was distributed in mid-December and returned to Anne Gooch (Thanks, Anne). The sub-committee has received these survey results from Anne and is currently analyzing them to determine where it may be feasible to start a new chapter.

Technical Resources

John Pryor, Broward County, Chair

A member of the committee contributed the technical article included in this newsletter and hope that it helps local governments identify additional revenue sources. Other articles for future newsletters are scheduled, some by committee members and some by guest writers that we believe will present information that will be of interest to the membership.

The committee continues to monitor the association Web site discussion board. We encourage you to take advantage of this resource. It is not currently being used very heavily, although a few issues were raised after the hurricanes we all experienced last fall. This is a very easy way to communicate with other association members, to share ideas and ask questions, and to seek advice. It will also notify you via e-mail whenever a response to your issue is posted if you wish, so that you don't even have to remember to check the discussion board from time to time to see if anyone has responded to your issue.

This has been a very busy fall for most of us, with the normal year-end closing process and annual audit busy season being compounded by the impact of four hurricanes. In addition to the disruption of work schedules in many locations due to the storms, many jurisdictions had to file not just one but multiple claims for reimbursement from FEMA or from mutual-aid agreements to recover their costs. Those jurisdictions that expect a delay in completing their CAFR due to the hurricanes will find that the GFOA will grant them an extension of time for the Certificate of Excellence Program filing. But be sure to remember to request the extension from GFOA before the due date for filing your CAFR (normally March 31).

Some of us have also been enjoying new financial system implementations this year that add a great many interesting new challenges to our normal work routine. No matter what challenges you faced last year, we hope that all of you managed to find some time to enjoy the holiday season and to celebrate the beginning of 2005.

Technical Questions

Members with technical questions have the following three contact points:

- ◆ Discussion Board at the FGFOA Web site, www.fgfoa.org
- ◆ Anne Gooch at (850) 222-9684 or e-mail agooch@flcities.com
- ◆ TRC Chairman, John Pryor at (954) 357-7140 or e-mail jpryor@broward.org

Chapter News and Announcements

Central Florida Chapter

On Thursday, January 13, 2005, the luncheon program topic was "Back to the Electricity", as Randy Knight of the City of Winter Park shared his city's experiences with terminating its electricity franchise agreement with Florida Power, including the purchase of the grid within the city and the search for a new supplier of power. On February 10, the chapter listened to a presentation from Stan Gerberer of Fishkind & Associates regarding the economic outlook for the U.S. as well as for Florida and the Central Florida area in particular. The next meeting of the Central Florida Chapter will be on March 10, 2005, at the Radisson Downtown Orlando. Linda Davidson of the City of Boca Raton will be discussing Revenue Collections Enhancement. We hope to see you then to pick up a few tips on improving your cash flow. Reservations may be made to attend by contacting Ruby Muniz of Orange County no later than noon on the Monday before the event at ruby.muniz@ocfl.net.

The Central Florida Chapter meets the second Thursday of every month, with a few exceptions. The meetings begin at 11:30 a.m. with a half-hour for networking followed by a luncheon at 12:00 p.m. Our luncheon speaker begins a presentation around 12:30 p.m. that provides for one CPE to be earned for those attending. The cost of the luncheon is \$15 for members and \$25 for non-members. Membership in the chapter only costs \$10 for active members and \$20 for associate members. Future meetings are scheduled as follows:

- March 10, 2005 – Speaker: Linda Davidson, City of Boca Raton
- April 14, 2005 – Speaker: Dan O'Keefe, Harris, Cotheman, O'Keefe & Associates
- May – no meeting – FGFOA conference

Heartland Chapter

The Heartland Chapter was not able to meet for the scheduled December 2, 2004, meeting due to local governments involvement in year-end reporting issues. In other words, we are trying to get ready for the auditors. May God bless auditors in all they do to help us (or make us) keep our financial statements up to standard for the users of our financial statements.

I have spoken with staff members of other jurisdictions who did not schedule year-end audit until the beginning of 2005. It will be evident to those who look at our financial statements the extent the storms impacted our state and local governments.

Someone reminded me the other day it's been four months since the storms and inferred that things should be back to normal. I'm convinced we will never see what we called normal and I am still looking for the day we will get back to some other routine.

What a year for the small governments to implement GASB 34 on top of all the other significant events we have dealt with this year. Of course I am referring to the hurricane damage the majority of governments in the Heartland Chapter experienced this past fall and the wonderful new GASB Standard #42, Accounting and Financial Reporting for Impairment of Capital Assets and for Insurance Recoveries. I guess that is a benefit of "early" implementation.

Information from GFOA and GASB Web sites are very helpful in understanding the issues with all the assets that were impaired at September 30, 2004. The CD from GFOA that has been helpful in understanding how to implement this standard is "They're not what they used to be" with Dr. G. Robert Smith from Texas Tech University and Bob Scott, CFO, Carrollton, Texas.

They say time flies when you're having fun. A number of plans we had for our chapter this year were postponed due to the hurricanes. I can say it has been a pleasure to get to know some of our members a little better as well as understand how our governments may be similar or different. We have a great bunch of folks in the Heartland Chapter and I want to see our chapter continue to grow and do its part in the Heartland section of our state to promote the standards that our profession demands of us as keepers of the public's funds in our jurisdictions.

We know our area of the state is poised for some enormous growth over the next 10 years. We need to know how to account for those changes. As I've said before, I appreciate the FGFOA and GFOA for their commitment in keeping governments of all sizes informed of the business we deal with everyday.

We hope to get back on track with our chapter meetings in the new year. We're still looking toward doing a joint chapter meeting with the Southwest Florida Chapter. We wish all of you in the Heartland and the great State of Florida a Happy New Year.

Palm Beach Chapter

Welcome 2005! What better way to kick off the new year than with a recap of insurance trends and the impact of the 2004 hurricane season on Florida's marketplace. Although we all want to put the topic behind us and write off the experience as a statistical outlier, the reality of the matter is that the ongoing impact and recovery will be a reminder for months and years to come. Thank you very much to Tony Abella Jr., Division Vice President with Arthur J. Gallagher & Co., who provided timely information and a great presentation during our January luncheon meeting.

On the downside, there is still no update regarding the rescheduling of the investment seminar which was a victim of the storm season last September. The Career Development Committee is working with the training schedule to best fit this important topic into the next cycle of seminars. Thank you for your patience.

Another year is drawing to an end, and this is the best time to begin thinking about membership renewal and, most importantly, which committee you would like to participate in. A great start to involvement in the FGFOA is at the local chapter level; please see the directory for the more information about committees. The year runs April 1-March 31. Please remember that memberships in the state FGFOA and the county chapter of FGFOA are separate. Significant confusion was experienced this past year and we hope to avoid the same frustrations, the local chapter dues are \$15 and paid only by check. The state FGFOA membership is renewable online through the Florida League of Cities.

The chapter's annual Business Meeting Luncheon is scheduled for March 24, 2005. Please mark your calendars and watch for the notices detailing the speaker information and location. Despite the active storm season, this has been a successful year. Join us in thanking the outgoing officers and board members and greeting the next leadership team!

South Florida Chapter

Our annual holiday event was held on December 10, 2004. Our cruise on the Intracoastal Waterway was a fun event and those who attended had a great time. We want to thank our sponsors, Atlanta Capital Management, Public Financial Management, ICMA Retirement Corporation, Rachlin Cohen & Holtz LLP, ISI/Water Company of America, RBC Dain Rauscher, KPMG LLP, SunTrust Bank South FL, MBIA Asset Management, and Wachovia Bank, for making this event possible.

Our next meeting with guest speaker will be held on Thursday, February 24, 2005, at Tropical Acres Restaurant, 2500 Griffin Road,

Dania Beach. We encourage all chapter members to attend. The speaker will be Sam Goren of the law firm Goren, Cherof, Doody & Ezrol, P.A. Although no topic has been finalized at the present time, we assure you that the topic presented will be one of interest to all of our chapter members. This topic will be submitted to FGFOA for approval and will qualify for one hour of continuing education credit.

The program is as follows:

- 6:00 p.m. - 6:30 p.m. – Networking
- 6:30 p.m. - 7:30 p.m. – Speaker
- 7:00 p.m. – Dinner will be served

Our annual business meeting will be held on April 21, 2005, at Tropical Acres Restaurant, 2500 Griffin Road, Dania Beach. Board members will be nominated and voted in at this meeting. If you know of anyone that is interested in serving on the Board, please have them contact Chapter President Carol Landau at clandau@lighthousepoint.com or (954) 784-3431. We encourage your input and participation in making our chapter successful.

We hope you will attend our meetings to show your support for our organization, and to increase your knowledge. Our meetings are open to everyone. You do not have to be a chapter member to attend our meetings. To make a reservation for a meeting, contact Russell Muniz at russell_muniz@davie-fl.gov, or (954) 797-1023. We appreciate the continuing support of current members and welcome new ones.

As a result of our survey that was sent via e-mail to all chapter members, the Education Committee is planning either a one-day seminar or two one-day seminars. One of the seminars will be scheduled during the month of March or April 2005. The Education Committee will announce the details of the seminar at our February 24 meeting, which will be held at Tropical Acres in Dania Beach. The topics of the seminar were selected from the results of the survey. The committee members realize that it may not be possible for the entire office staff to attend a full-day session which is why we are considering having two seminars to be offered on two different days. This would provide an educational opportunity for various staff members. If you are interested in helping Georgina Rodriguez, our Vice President, select speakers, and/or plan the seminar, please contact her at grodriguez@townofpembrokepark.com, or (954) 966-4600, ext. 1232.

We are providing our meeting notices via e-mail to members who supplied us with their e-mail addresses. If you are a member and did not receive a notice of the meeting, or if you are interested in becoming a chapter member, or want to be placed on our mailing list, please contact Chapter Secretary Russell Muniz at russell_muniz@davie-fl.gov, or (954) 797-1023. Our chapter membership application is available on the FGFOA Web site.

If you have ideas or suggestions on how we can improve our chapter, or if you want to become a more active member, please contact Chapter President Carol Landau at clandau@lighthousepoint.com, or (954) 943-6500.

In addition, scholarships applications for the national/international conferences and the state conferences were due January 15 and January 18 respectively. These scholarships are available each year to finance officers or related positions and city clerks or related positions. Attendance at three chapter meetings between January 2004 and December 2004 and membership in our chapter for one year is required to be eligible for the scholarships. The scholarship recipients will be announced at our next meeting on Thursday, February 24, 2005, to be held at Tropical Acres Restaurant, 2500 Griffin Road, Dania Beach. The December holiday meeting does not count toward the requirement. For more information, contact Barbara McDaniel at barbara_mcdaniel@davie-fl.gov, or (954) 797-1023.

Southwest Florida Chapter

The Southwest Florida Chapter provides quarterly luncheon meetings on various topics. Our last meeting was held on December 10, 2004, at the Olde Hickory Golf and Country Club in Fort Myers. Mr. Bill Schroeder, Ms. Sherry Burd, Mr. Evan Tullis and Mr. Bill Reagan of Bank of America provided an update on banking strategies. Discussions focused on creative financing perspectives, treasury management, Check 21, best practices with RFPs, purchasing card integration, and disaster preparedness.

Our next meeting will be held on April 1, 2005, at the Olde Hickory Golf and Country Club in Fort Myers. A GASB update session is currently planned for this meeting.

If you would like information on chapter membership, please contact Chris Lyons at Christopher_Lyons@sarasotagov.com or (941) 954-4185.

Space Coast Chapter

We had our annual Holiday Luncheon hosted at the City of West Melbourne on December 10. We enjoyed good food and a fun time exchanging gifts and visiting with our counterparts. It was our honor to have Gib Mitchell join in the activities and also speak about improving our interaction with the FGFOA and the things they have initiated in support of the local chapters.

We rescheduled a four-hour CPE training session that had been cancelled due to September's hurricanes for January 24. This was organized by the City of Melbourne and their efforts are very much appreciated. Our annual business meeting will be held February 20, at which time we will be voting on a by-laws amendment to modify our fiscal year. We also hope to establish a calendar of events for the year. It is expected that we will continue to have four-hour CPE training every few months, in addition to our Holiday Luncheon and annual business meeting.

To get on our mailing list or for more information about our training sessions, contact Heidi Soto at (321) 953-8935 or sotoh@palmbayflorida.org. Anyone from other government agencies in or near Brevard County is encouraged to participate in our activities. Our normal charge for the CPE training is \$25 for our chapter members and \$40 for others. Annual membership dues are only \$15.

Treasure Coast Chapter

The Treasure Coast Chapter has not been able to meet, as a majority of the members received extensive damage to their entities from the hurricanes. Each entity is very busy with disaster recovery and managing expenditures which were not anticipated or planned.

There will be a meeting in March to adopt the revised by-laws and elect new officers. By that time, most of the group should have settled from the past hurricane season.

Position Announcements

Budget Analyst – Marion County. \$34,923 - \$58,115 + excellent benefits. The office of the Marion County Clerk of the Circuit Court is seeking a capable professional to assist in preparing and coordinating the implementation of Marion County's operating and capital budgets. Work is performed under the general supervision of the budget director. Requires bachelor's degree in accounting, economics, business administration, or a related field and three years experience in a highly responsible budgeting or accounting position; or an equivalent combination of training and or experience. Knowledge of accounting/bookkeeping/budgetary principles, practices,

and procedures. Ability to interact with professional staff throughout all the departments and elected offices of county government. Knowledge of automated accounting systems and spreadsheet software. Ability to establish, maintain, and prepare complex records and reports on a timely basis. Submit resume to: Human Resources, Clerk of the Court, P.O. Box 1030, Ocala, FL 34478, or apply online at www.marioncountyclerk.org. EOE/ADA.

Finance Director – Bonita Springs Fire Control & Rescue District. Seeking experienced, full-scope chief finance officer. Requires bachelor's plus five years accounting and/or finance experience, to include a minimum of three years as a supervisor and three years in the public sector. Salary from \$43,760 - \$53,597 + excellent benefits. Mail or fax application and support materials to: Bonita Springs Fire Control & Rescue District, 27490 Old 41 Road, Bonita Springs, FL 34135. Fax (239) 949-6207. EOE.

Finance Director – City of Lake Alfred. Professional financial management involving all facets of governmental accounting and investing. Bachelor's degree in accounting or government finance preferred; three years of professional supervisory experience or an equivalent combination. Experience in Fund Balance a plus. \$40,000 + (depending on qualifications and experience) full benefits package. Open until filled. Apply at City Hall, 120 E. Pomelo Street, or send inquiries to cclerk1@tampabay.rr.com.

Finance Director/Treasurer – City of Haines City. (Population 15,000) Requires knowledge of local government principles of budgeting, purchasing, public finance, accounting, auditing (GAAP and GASB), financial analysis and forecasting techniques. Undergraduate degree in accounting and CGFO certification required. Graduate degree with CPA preferred. Successful candidate must have at least five years of public-sector experience with three years of public-sector management and supervisory experience. Salary range \$57,146.95 - \$80,006.44, DOQ/E, excellent benefits. Resume with cover letter to Human Resources Director, City of Haines City, P.O. Box 1507, Haines City, FL 33845-1507, EOE, Drug Free. Open until filled.

Financial Management Analyst (Management & Budget Analyst) – Pinellas County Government. \$53,649 - \$80,474 + excellent benefits. Pinellas County Government (Clearwater) is seeking an articulate, dynamic individual to conduct both technical and fiscal analysis with responsibility for participating in a wide range of financial, administrative and analytical activities including fiscal impacts, financial reporting, systems analysis, and resource debt management. Minimum Qualifications: BS/BA in business, accounting, finance or related field and at least two years experience in accounting, auditing, accounting systems, budgeting and financial management in a large and diverse entity; or an equivalent combination of education, training and/or experience. Highly Desirable: Knowledge and experience to enhance coordination of the county's capital improvement program. Knowledge and experience to perform revenue forecasts, analyze expenditure trends, and analyze cost of services. Application: Recruitment is open until position is filled. County application required. Application may be obtained by contacting the Personnel Department at (727) 464-3367 or at the Employment Opportunities section of the Personnel Department Web site at www.co.pinellas.fl.us/persnl. AA/EOE/ADA/Veterans Preference.

Senior Accountant – Altamonte Springs. \$35,700 - \$41,055 starting range. Bachelor's degree in accounting and two years accounting experience, or bachelor's degree in a business-related field and four years accounting experience. Four years experience with spreadsheet applications (Excel preferred) and word processing. Benefits include: Paid health and life insurance/retirement/leave time. The City of Altamonte Springs, 225 Newburyport Avenue, will accept applications until position is filled. No resumes. Call JOBLine (407) 571-8011 for directions and info. Web site: www.altamonte.org.

FGFOA Calendar at a Glance

February 2005

24 Career Development Seminar – Sarasota
“Banking”

March 2005

17 Career Development Seminar – Jacksonville
“Financial Condition & Analysis”

April 2005

21 Career Development Seminar – Orlando
“Debt Management”

May 2005

13-18 2005 FGFOA Annual Conference – Hollywood

June 2005

26-29 2005 GFOA Annual Conference – San Antonio, Texas

November 2005

14-18 2005 FGFOA School of Governmental Finance – Ponte Vedra Beach

Senior Accountant/Budget Analyst – City of Ormond Beach. This position assists the accounting manager in the Finance Department. This is a highly skilled position responsible for recording or reconciling city financial transactions from subsidiary to general ledger records, assisting in gathering and preparing information for the city's CAFR, and other governmental fund accounting functions. Includes assistance with the city's utility system and customers. Minimum qualifications: graduation from a four-year college or university with a degree in accounting or a related field. Experience in public finance/accounting preferred. City applications software: SUNGARDHTE. Salary starting at \$36,948 (DOE). Open until filled. This position will, when necessary, work evenings and weekends. Applications may be downloaded from the city Web site or obtained from the Human Resources Department, 22 S. Beach Street, Ormond Beach, FL. City Web site: www.ormondbeach.org. Minorities and women are encouraged to apply. EOE. M/F/Handicapped/Veterans Preference.

During the Annual Conference, the FGFOA would like to honor those members we have lost during the previous year. Please send notification to the FGFOA administrative office.



FLORIDA GOVERNMENT FINANCE OFFICERS ASSOCIATION

Committee Member Application
(Please print clearly or type)

Please return this application form to:
 FGFOA
 P. O. Box 10270
 Tallahassee, Florida 32302
FAX: (850) 222-3806

Name: _____ (first) _____ (mi) _____ (last)
 Title: _____
 Entity/Company: _____
 Address: _____
 City _____ State: _____ Zip: _____
 Phone: _____ Fax: _____
 E-mail: _____

1. Indicate below for which of the following standing committees you are seeking an appointment. Please indicate your preference by placing "1" for your first choice, "2" for your second choice, etc. Please check type of membership: _____ Active _____ Associate Member

- _____ **Career Development Committee** (Develops and presents six or more regional seminars designed to provide increased educational opportunities to the Association's members.)
- _____ **Certification Committee** (Coordinates and oversees the Certified Government Finance Officer program. This committee establishes qualifications, review sessions, continuing education requirements, proctoring examinations, and testing locations around the State for CGFO candidates.)
- _____ **Conference Host Committee** (Plan the social activities of the Annual Conference. These activities include the President's Reception, the Opening Ceremony, guest activities, hospitality, transportation and Association Night.)
- _____ **Conference Program Committee** (Develops the detailed educational programs to be presented at the FGFOA Annual Conference, including the identification of relevant topics, and the selection of appropriate speakers for each topic.)
- _____ **Information Technology Committee** (Responsible for communicating relevant information in a timely manner to members. Responsible for e-bulletins, discussion board, web site, and other technology issues.)
- _____ **Legislative Committee** (Provides assistance to members and various governmental agencies by analyzing and commenting on the impact of proposed legislation affecting government financial administration.)
- _____ **Member Services Committee** (Initiates, promotes and attracts new and continued membership in the FGFOA. Prepares and develops the publication of at least six bi-monthly newsletters and the annual membership directory.)
- _____ **School of Governmental Finance Committee** (Develops the detailed educational program to be presented at the annual 4½ day School of Governmental Finance held in November. Activities include identifying relevant Basic, Intermediate, and Advanced topics and selecting appropriate speakers for each topic.)
- _____ **Technical Resources Committee** (Serves as a resource to the membership by responding to technical inquiries and request for information by the membership. The committee responds to discussion memoranda and/or exposure drafts issued by GASB and FASB. The Committee also submits articles for the bi-monthly Newsletter.)

2. How long have you been a member of the Florida Government Finance Officers Association? _____ (years)

3. Are you a member of a local chapter? _____ If yes, how long? _____ (years)
 Name of Chapter: _____

4. Why do you want to be a member of an FGFOA Committee? _____

5. If you have previously served on an FGFOA Committee(s), which committee(s) and how long did you serve?
 Committee(s): _____ Years on the Committee(s): _____
 Approximate dates: _____

Please note that the FGFOA does not provide for the reimbursement of expenses incurred in connection with committee activities. Appointments will be finalized by February 28th. You will be notified by letter whether you have or have not been appointed. If any of your information changes or if you have questions, please call Anne Gooch at (850) 222-9684.