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# MINNESOTA GOVERNMENT FINANCE OFFICERS ASSOCIATION

# MnGFOA NEWSLETTER

December 2004

*Excellence and Leadership in Government Finance*

[www.mngfoa.org](http://www.mngfoa.org)

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## Message from the President(-Elect)

By Tom Pepper

*Now as November gives way to December it's time to remember to fuss  
Over all the big kiddies from various cities who served on committees for us.*

*Don't wanna be sappy—and I'll make it snappy—but I am so happy to say  
They all went the distance with striking persistence to offer assistance—hooray!!*

(OK, you're not big kiddies, but it came down to that or biddies ... rhyming is no piece of cake!)

It takes a whole lotta people to keep the MnGFOA ball rolling ... and it's more than just those on committees. In a year when our fearless leader, Lori Webster, has been sidelined with her own physical battle, so many people have stepped up to the plate to help. Before Thanksgiving becomes too distant a memory, I'd like to make a Thanksgiving list of the many people for whom we are grateful. For all they did in 2004, our thanks go...

... first, to Lori Webster, for getting the survey project going, for creating a wonderful group of team players to lead our committees, and most importantly, for leading us all by example through her positive attitude, her encouraging words to us, and her enduring strength as she challenges the cancer in her body.

... to Heidi Guenther at Timesaver, for assembling the mess I give her each month and transforming it into a real newsletter, and for getting it into your mailbox on time.

... to Joe Wirth at Timesaver, for creating our website on a small budget and keeping it up and running.

... to Tammy Grainger and the staff at the Four Points Sheraton, for facilitating our luncheon meeting space needs, for serving us fine meals, and for dishing up the rainbow sherbet each month.

... to Tom "Waldo" Kelly, Pat Born, Al Rolek, Lynne Harrington, John Norman, and Al Erickson, for their

**(Continued on page 2)**

## December Meeting



Date: Wednesday, December 15, 2004  
Location: Minneapolis Sheraton 4 Points  
Speaker: Caroline Lowe, WCCO News  
Topic: (Tentatively) Media Relations  
Issues in Government

**\*\*Remember to bring your (unwrapped)  
toys for the Toys-4-Tots drive! \*\***

Meal: Smoked Turkey Croissant  
Time: 10:00 a.m. – Executive Committee Mtg.  
11:30 a.m. – Welcome and Program  
12:15 p.m. – Lunch & Business Meeting  
1:00 p.m. – Holiday Social Gathering  
Cost: \$15.00

***Please stick around after lunch to share a little  
holiday cheer! We'll have desserts and hot cider  
to help ring in the holidays.***

**Reservations:** You may leave your reservation with Liz Berger at the City of Minnetonka at 952-939-8252 or on our website at [www.mngfoa.org](http://www.mngfoa.org) by Thursday, December 9. (Vegetarian meal choice is available.)



## President's Message (Continued from page 1)

service on national GFOA committees.

... to Sue Kotchevar, Sue Virnig, and Tom "Waldo" Kelly, for their service as GFOA Distinguished Budget Award reviewers.

... to Steve Laible, Dave Blumberg, Jeanne Day, Dave DeJonge, Diane Deblon, Mark Gibbs, Claudia Gudvangen, Rhonda Krcil, Karen Marquardt, Matt Mayer, Steve McDonald, Kyle Meyers, Peggy Moeller, Barb Ruckheim, Esther Schultz, Nancy Schultzenberg, Dave Stene, Lori Webster, Tammy Wilson, and Steve Wischmann, for their service as GFOA CAFR Certificate of Achievement Award reviewers.

... to John Sander, for the bang-up job he has done the past few years coordinating the sponsorship ads for the annual conference.

... to Dick Choyke, for all his efforts to arrange the tri-state gathering at the GFOA conference in Milwaukee.

... to Don Uram, Dan Salamone, Mark Gibbs, Peggy Moeller, Gary Carlson, Dan Spiller, Jeff Azen, Pat Anderson, Nacho Diaz, for speaking to us at our monthly luncheons.

... to Kathy Aho, Gary Carlson, Paul Donna, Dave MacGillivray, Jon North, Joe O'Keefe, Mark Ruff, Stephanie Strohbehn, Bob Winthrop, and Nancy Zielke, for presenting to us at Arrowwood.

... to Greg Sticha and Brenda Davitt, for representing government finance professionals at the St. Cloud State Career Fair.

... to Chris Miller, for going above and beyond the call of duty in being involved with—and connecting the MnGFOA to—the Student Accounting Conference the past several years.

... to Tom "Waldo" Kelly, for hosting the volunteer recognition evening at Arrowwood, for all the other jobs he took on to help fill in for Lori, and for never being a pain in the neck, despite his pain in the neck.

... to Ron Hedberg, Al Rolek, Tonya Weinert, and Gayle Bauman, and Chris Miller for talking about their government finance careers with college students at the Student Accounting Conference.

... to Lyle Haney, Norm Werner, and Gary Norstrem, for organizing the Retiree/Past President's gathering at Jax Café.

... to Tom "Waldo" Kelly, for rockin' out on the guitar for us at Arrowwood, for showing up in every MnGFOA photo this year, and for being a good sport about the kidding he took for both.

... to Dan Maiers and Terri Heaton, for their large work as At-large members of the Executive Committee.

... to Ron Hedberg, for serving as the GFOA State Representative the past two years.

... to Bonnie Burton and Jylan Johnson, for organizing first-rate education opportunities for our membership.

... to Joe Huss and Michelle Pietrick, for lining up top-notch speakers for our luncheon meetings (maybe the toughest job in the organization!).

... to Steve Hauer, Dan Maiers, Al Rolek, Jessie Hart, and Steve Mork, for serving on the Treasurer Selection Committee.

... to Ron Hedberg, Cat Shuman, Ann Gergen, Bill Lehner, Bob Winthrop, Dale Martinson, Steve Apfelbacher, and Joel Merry, for their efforts on the Technology Committee.

... to Lori Johnson, for volunteering to chair the Membership Services Review Task Force that will analyze the survey results and make recommendations.

... to Beth Widstrom-Anderson, for her efforts to encourage involvement in MnGFOA and to offer support to our leadership.

... to the members of the Social and Conference Committees, who were recognized by name in the October newsletter, for their combined efforts to put on a fabulous three-day conference at Arrowwood.

... to the Social Committee again, for the Saints game, the golf tourney, the food drive, the toy drive, and, generally, all the fun they bring to us.

... to the scores of you who contributed words of encouragement, meals, money, or other acts of kindness to the Webster family ... you know who you are.

... to the scores of you I forgot to mention or who happily served behind the scenes in anonymity ... you know who you are.

... to all of you who brought smiles and laughter to my life and others ... you know who you are.

... and to Tom "Waldo" Kelly, a fifth and final time ... because it wouldn't be right if we couldn't find Waldo on every page.

*Thank you sincerely; we need you all dearly. A difference you clearly have made.*

*Our praise we bestow you, a tribute we owe you—and more, as we know you weren't paid! ☺*

On behalf of Lori and the entire Executive Committee ... thank you all!!!

## 2005 Meeting Dates

### Monthly meetings:

January 19      February 16  
March 16      April 20      May 18

[No June Mtg.]

Dates for the second half of 2005 have not been established as yet.

### Annual conferences:

GFOA – San Antonio, TX      June 26-29  
MnGFOA – Alexandria, MN      Sept 21-23



# Committee

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## Executive Committee Update

At the November 17 meeting, the minutes of the October 20 meeting were approved. Highlights of those minutes include:

- Approval of the check registers and Treasurer's Report for September. Because some of the bills from the conference were yet to be received, revenues were ahead of expenditures by about \$32,000. Generally, we are on plan for the year.
- Chairs from the Social, Conference, Education and Program Committees reported on their efforts for the year. Robin Roland, Conference Chair, reported that 92 evaluations were submitted reflecting an approval rating of 4.12 on a scale of 1 to 5, and that all sessions were well attended. Robin's goal of increasing Friday morning's attendance by 25% from last year was met with Stevie Ray's session. Robin reported a Conference Committee wrap-up meeting would be held to further discuss the evaluations.
- The Committee agreed in concept to establish a task force to review the survey results. It was planned that more discussion of specifics would occur at the November meeting.

## About Our Speaker ...

Caroline Lowe, a WCCO 4 News crime beat reporter, joined WCCO in 1977.

She has received numerous awards for her work, including the prestigious Alfred I. DuPont Columbia Award and two Regional Emmy Awards. Other honors include the Minnesota Association of Crime Victims Media Attention Service Award in 1986, the first ever awarded to a newsperson.

Caroline, with the assistance of the Minneapolis Junior League, worked with the Minneapolis Police sex crimes unit to develop a private waiting room for children who are victims of abuse. She also helped create a reading program for children whose parents are in jail.

In May 2002, Caroline received a B.S. degree in law enforcement from Metropolitan State University, where she was named Outstanding Student in the School of Law Enforcement. Caroline passed the Minnesota police officer's licensing exam in 2002. She is currently enrolled in a police leadership Masters program at the University of St. Thomas. She is also on the guest faculty at the Center for Criminal Justice and Law Enforcement where she teaches a class on the role of media and police.

## Need an Intern? Maybe We Can Help

Are you contemplating hiring a finance/accounting intern in 2005? The MnGFOA may be able to help in more ways than one.

First, each year at the Student Accounting Conference that the MnGFOA co-sponsors, we receive resumes from students interested in internship opportunities. Several resumes are posted on our website. (See the link on our home page.)

Second, the MnGFOA awards a grant of up to \$3,000 (50/50 match required) to one MnGFOA member entity each year. We will accept applications for 2005 internship grants through January 31, 2005.

An application form for the internship grant program can be found on the last three pages of your membership directory.



## Social Committee Update



Remember, at the December luncheon, the Social Committee will sponsor the SEVENTH ANNUAL Toys-4-Tots toy drive. Please bring unwrapped toys to the luncheon and we will see that the collection is distributed to Toys-4-Tots.

The Social Committee will be sponsoring a Holiday Social Gathering after the luncheon. Everyone is encouraged to stay awhile and mingle while enjoying some hot apple cider and other treats.



## Ehlers 2005 Public Finance Seminar

Ehlers & Associates, Inc. will present its 2005 Public Finance Seminar entitled "Celebrating the Past ... Looking to Finance the Future."

This annual seminar focuses in the areas of Tax Increment Financing, Public Finance and Development. The breakout sessions will present different aspects of public finance including TIF and Abatement, Financing Capital Improvements and Public Facilities, The Future of Eminent Domain, Commercial Property Acquisition and Relocation, JOBZ, and Tips on Gaining Public Support for Development and Redevelopment.

The one-and-a-half-day seminar will be held at the Earle Brown Heritage Center in Brooklyn Center on Thursday, February 3 and Friday, February 4. For more information or to register, please visit our website at [www.ehlers-inc.com](http://www.ehlers-inc.com) or call Nikki at 651-697-8518.

## Message from the Editor

It has been my great pleasure to serve as editor these past twelve months. I have learned ONE thing in trying to generate interest through my messages.

I have learned there is ONE—but only one—in every crowd. ONE (Shelly Peterson) who responded to my call about new puppies. ONE (John Norman) who gave me a serious—albeit wrong—answer on the Monty Hall dilemma. ONE (Barb Hand) who gave me a hard time about the Monty Hall thing because a former boss had plagued her with it before. ONE (Charlie Hansen) who provided me with a legitimate piece of news about his city. And ONE (Jim Carufel) who stopped to tell me sincerely—at least I think so—that he enjoyed my little messages. That's enough for me!

Happy Holidays and thank you, crowd ☺ ... ONE and all!

Tom Pepper  
City of Eagan  
3830 Pilot Knob Road  
Eagan, MN 55122



## JOB POSTINGS

**Finance Director, City of Chanhassen** - The City of Chanhassen is seeking applicants for the position of Finance Director. This position is responsible for all city accounting and fund management functions of the City. Major responsibilities include preparation of annual operating budgets and capital improvements plan, coordinating annual audit, analyzing debt levels and bond issues, and managing the City's investment portfolio. Position oversees finance department, which currently employs three account clerks. Required qualifications include a bachelor's degree in accounting, business administration, or public administration, with a CPA certificate or master's degree desired. Minimum of six years of municipal accounting or related experience, with at least four years being in a supervisory role. Also desire a working knowledge of Generally Accepted Accounting Principles (GAAP), knowledge of municipal accounting, and ability to effectively communicate with city officials, outside agencies, and the public. This is a full-time position with a starting pay range of \$75,000 - \$85,000.

Application deadline is December 10. Send resume and City of Chanhassen application to Justin Miller, Assistant to the City Manager, P.O. Box 147, Chanhassen, MN, 55317. Job descriptions are available at City Hall, on the City's website at [www.ci.chanhassen.mn.us](http://www.ci.chanhassen.mn.us) or by calling City Hall at (952) 227-1100.

**Finance Officer, City of Bayport** - Bayport is accepting applications for the full-time position of Finance Officer. This non-supervisory position is responsible for planning, directing, and administering all financial activities for the city. Primary functions involve accounting, budgeting, assessments, investing, debt management, financial reporting, benefit administration, payroll, and utility billing. Minimum qualifications include a bachelor's degree in accounting, finance, public administration, or a combination of education and work experience in a related field comparable to a bachelor's degree; one year of city government experience or three years of general accounting experience; knowledge of accounting/bookkeeping principles and computer software. The 2004 salary range is \$41,803 - 56,434, depending upon qualifications, plus full benefit package. Qualified applicants should submit a cover letter, resume, and salary history to: City of Bayport, 294 No. 3<sup>rd</sup> St., Bayport, MN 55003. Applications will be accepted until the position has been filled.

**Hennepin County, Financial Analyst** - \$44,988 - \$66,420 annually. The Human Services Department of Hennepin County seeks a Financial Analyst for the Financial Analysis and Accounting Services area. Duties include developing and maintaining financial models predicting revenues and expenditures, assisting direct service areas in development and monitoring of financial performance metrics specific to their needs, performing cost/benefit analyses, training others in the use of financial models, and more. To view the entire posting and apply, visit [www.hennepin.us](http://www.hennepin.us) and click on Employment Opportunities. Hennepin County uses an online application process. Deadline for application is December 14.