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# MINNESOTA GOVERNMENT FINANCE OFFICERS ASSOCIATION

# MnGFOA NEWSLETTER

May 2004

*Excellence and Leadership in Government Finance*

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

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## Message from the President

By Lori Webster

Greetings! Spring is definitely in the air: baseball has started, leaves and flowers are budding, the Legislature is nearing the end of its session (we think) and, yes, many of us are wrapping up our CAFRs.

Thanks to the Program Committee for arranging to have Mary Most Vanek, Executive Director of PERA, at the April meeting. I am sure you will agree after hearing about the dilemma PERA is facing in the Police and Fire Fund that the Legislature will listen to Mary and the PERA Board and enact some much needed changes. I know most of the employees in this fund would not favor paying more to their pension, and with budget constraints it definitely would put a strain on cities and counties to have a mandatory matching increase in the contribution.

Speaking of budget constraints, for those of you that still receive LGA, check the House Research link below to find the latest projections for 2005, and sorry to say, it doesn't look too promising.

<http://www.house.leg.state.mn.us/hrd/issinfo/20042005lga2.pdf>.

On another note, I am very excited to inform you all that the Executive Committee is looking into conducting a survey of the MnGFOA membership. This is something that has been discussed for a few years and will finally be coming to fruition this summer. We decided it was time to check in with you to see if we are still "on track" with meeting your needs—we want to remain a vital and relevant organization to you! Stay tuned for more updates!!

I hope to see you all at the May meeting as the Legislative session should be over by then and Gary Carlson from the League will be present to help sort out what transpired and how it will affect us.

## May Meeting

Date: Wednesday, May 19, 2004  
Location: Minneapolis Sheraton 4 Points  
Topic: Legislative Update  
Speaker: Gary Carlson, LMC  
Meal: Smoked Turkey Croissant  
Time: 11:30 a.m. – Welcome and Program  
12:00 noon – Lunch & Business Mtg  
1:00 p.m. – Executive Committee Mtg  
Cost: \$15.00

**Reservations:** Please 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, May 13, 2004. (Vegetarian meal choice is available.)

### About Our Speaker ...

Gary Carlson has been involved with the Minnesota local government finance and taxation issues for 20 years. Gary serves as Director of Intergovernmental Relations for the League of Minnesota Cities (LMC). The League is a membership organization representing over 800 cities across the state. For more than 85 years, LMC has provided research, communication, advocacy and insurance services to its members. As director, Gary works with the Intergovernmental Relations Department to represent the League and its member cities before the state Legislature and other levels of government.

Prior to his employment with LMC, Gary worked for five years with the St. Paul law firm of Briggs & Morgan, concentrating on state legislative affairs, public finance and litigation support. He also worked from 1984 to 1986 for the City of Minneapolis in the Legislative Liaison Office.

## 2004 MnGFOA Dates

### Monthly Meetings:

[No June mtg]	July 14	August 18
[No Sept mtg]	October 20	November 17
	December 15	

### Conference/Training:

GFOA Annual Conference Milwaukee, WI	June 13-16
GFOA Training Seminar Minneapolis, MN	August 23-27
MnGFOA Annual Conference Alexandria, MN	Sept 21-24

## GFOA Sets Training Agenda for Minneapolis

Staff from the National GFOA will conduct the following training sessions in Minneapolis during the week of August 23-27:

- Designing Performance Measurement Systems  
Session Held - August 23-24
- Treasury Management & Cash Flow Forecasting  
Session Held - August 23-24
- Intermediate Governmental Accounting  
Session Held - August 23-25
- Best Practices in Budgeting  
Session Held - August 25-26
- Costing & Outsourcing Government Services  
Session Held - August 25-26
- Advanced Governmental Accounting  
Session Held - August 25-27

Register at the National GFOA website [www.gfoa.org](http://www.gfoa.org).

## Dale Eggenberger Retirement

After 32 years with the City of Minnetonka, Finance Director Dale Eggenberger is retiring this month. Dale served as President of MnGFOA in 1983 and received the prestigious Thomas J. Moran Award in 1999.

Come congratulate Dale and celebrate his retirement at Minnetonka City Hall Community Center, 14600 Minnetonka Blvd., Minnetonka, on Tuesday, May 25 from 2:30 to 4:30 p.m. The celebration will continue at the Lakeview Room in the Sheraton Minneapolis West Hotel, 12201 Ridgedale Drive, Minnetonka, from 5:00 to 7:00 p.m. Call Liz Berger at 952-939-8252 with questions.

# Committee

## o r n e r

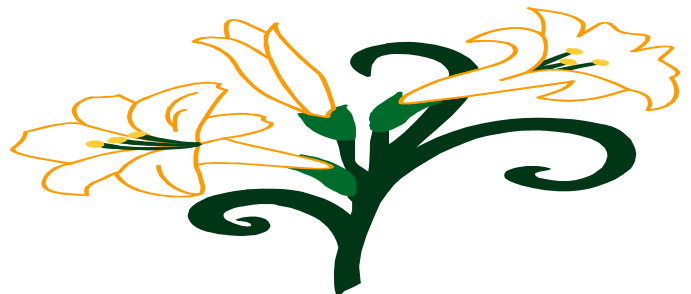
## Executive Committee Update

At the April 21<sup>st</sup> meeting, the Executive Committee approved the minutes of its March 17<sup>th</sup> meeting. Highlights include the following:

- Robin Roland, Conference Committee Chair, updated the Executive Committee on the September conference plans. The theme of "Financing the Future of Minnesota Government" piggybacks on the national conference theme. Opening remarks by Nancy Zielke, the incoming GFOA president, will be followed by Lyle Wray's presentation on financing government services into the future. Of note is a new approach to the Friday morning sessions: instead of multiple offerings, Stevie Ray's Improv Group will conduct a general session on improvisation and quick decision-making in the workplace.
- Education Committee Chair Bonnie Burton noted GFOA would hold one of its national trainings in Minneapolis August 23-27. Her committee is working on a fall training opportunity on a topic not covered by the national training.
- Ron Hedberg, Chair of the Technology Committee, reported that the committee recently reviewed its mission and discussed ongoing concerns with the website.

## Mark Your Calendars!

Set aside two dates for upcoming social outings planned by the Social Committee. Details of the July 29 St. Paul Saints baseball/tailgating outing and the August 3 golf tournament will follow in subsequent newsletters.



MAY FLOWERS

# New This Year: Continuing Professional Education Certificates

The Conference Committee is adding a new attraction for the 2004 Annual Conference: Continuing Professional Education (CPE) certificates.

As a professional organization, we provide sessions at the annual conference that contribute to the professional competence of licensed CPAs or others with professional certifications. MnGFOA will be meeting all of the requirements necessary for the issuance of a Certificate of Completion for certain sessions at the annual conference. The requirements for the MnGFOA and you as an individual are as follows:

## **MnGFOA:**

- 1) Make available to each participant an outline for each eligible session;
- 2) Ensure each session is at least 50 minutes in length;
- 3) Maintain an attendance list; and
- 4) Provide each participant on the attendance list a Certificate of Completion that includes location and title of the program, date attended and hours claimed.

## **Participant:**

- 1) Maintain the Certificate of Completion and course outline for a minimum of four years; and
- 2) Submit the required information to the professional association when requested.

The sessions eligible for CPE Certificates will be clearly identified. Certificates will be issued after the conference.

## **JOB POSTINGS**

**Assistant Finance Director, West St. Paul** - This position assists the Finance Director with all aspects of departmental operations, including accounting, reporting, budgeting, treasury management, computer systems and finance staff oversight. Required qualifications are a bachelor's degree in accounting, business administration or a related field and at least one year of accounting systems experience in a computerized environment, as well as at least three years' work experience in accounting. Desirable qualifications include MBA or CPA (highly desirable), five years of governmental accounting experience, one year of supervisory experience and experience with tax increment financing.

2004 salary range: \$4,535 to \$5,670/mo plus benefits.

Completed city application forms should be submitted to Asst. City Manager, Jody Vogl-Eilertson at 1616 Humboldt Ave., West St. Paul, MN 55118 no later than 4:30 p.m. on Friday, May 28, 2004. Call 651-552-4100 (TDD 651-552-4222) to have an application mailed to you. EOE/AA.

**Payroll Clerk, City of Rosemount** - The City of Rosemount is seeking a full-time Payroll Clerk in the Finance Department. Primary duties include performing payroll functions, property liability and worker's compensation insurance activities, fixed assets functions and other support to the Accounting Supervisor and the Finance Director. Minimum qualifications: Associate's degree in Accounting, Business or Finance related field and two years of relevant experience in accounting (or equivalent combination).

Also requires strong communication skills, computer proficiency, and performance of mathematic computations quickly and accurately. Pay range is \$30,693 to \$41,350 plus excellent benefits. City application with attached supplement is required. For a complete application including job description and supplement, call (651) 423-4411 (TDD 423-6219), go online at [www.ci.rosemount.mn.us](http://www.ci.rosemount.mn.us), or in person visit City Hall, 2875 W. 145<sup>th</sup> St., Rosemount, MN 55068. Applications accepted through May 14, 2004 at 4:30 p.m. EOE.

**Finance Director, South St. Paul Housing and Redevelopment Authority** - The South St. Paul Housing and Redevelopment Authority is seeking candidates for the position of Finance Director. This person is responsible for all aspects of the agency's financial functions including network administrator of agency computer system. Minimum requirements are a Bachelor's Degree in accounting or finance and five years related experience, preferably with a housing and community development agency or other governmental agency.

Salary range: \$50,000-60,000 with excellent benefit package. Interested applicants should call for a detailed job description and application. Applications must be received no later than May 7, 2004. Completed application and resume should be submitted to Branna K. Lindell, Executive Director, South St. Paul Housing & Redevelopment Authority, 125 Third Avenue North, South St. Paul, MN 55075. Phone: 651-451-1838; Fax: 651-450-8759.

**As always, visit the [www.mnqfoa.org](http://www.mnqfoa.org) website for a complete list of current openings.**

## Message from the Editor

I teach a course quite unrelated to government and finance. Our final class of the session was a few nights ago, and as class members were presented certificates of completion, I asked each to make a small “acceptance speech” and comment on what they would be taking away from the class. With no time to prepare remarks, one class member after another amazed us all by stumbling upon profound words. One observation that struck me was, “I guess we really *didn't* learn all we need to know in kindergarten.”

I suppose learning should never stop. No matter how many years removed from kindergarten you happen to be, I hope you're taking time to *learn* more about how to enrich your life and the lives of those around you.

And if you want to share something you've learned—finance-related or not—with all of us, let me know. ☺

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



# GFOA CAFR and Budget Award Winners



Minnesota continues to be among the leading states in number of awards issued by the GFOA for Comprehensive Annual Financial Reports (CAFRs) and Budgets. For the 2002 reporting period, 114 Minnesota entities (8<sup>th</sup> nationally) received the Certificate of Achievement for Excellence in Financial Reporting, while 26 Minnesota entities (12<sup>th</sup> nationally) received the Distinguished Budget Presentation Award.

Special congratulations to first-time CAFR award winners Cambridge, Andover, and Dakota County CDA, and to first-time Budget award winners Andover and Hopkins!

## ***Winners of both Budget and CAFR awards:***

Andover	Anoka County	Bloomington	Blue Earth County
Brooklyn Park	Burnsville	Coon Rapids	Dakota County
Duluth	Eden Prairie	Hennepin County	Hopkins
Maplewood	Minneapolis	Metro Airport Comm.	Ramsey County
Richfield	Robbinsdale	Roseville	St. Cloud
St. Louis County	Washington County	White Bear Lake	White Bear Township
Worthington			

## ***Winner of the Budget award only:***

Farmington

## ***Winners of the CAFR award only:***

Albert Lea	Anoka	Austin	Blaine
Brainerd	Breckenridge	Brooklyn Center	Cambridge
Carver County	Champlin	Chanhausen	Chaska
Columbia Heights	Cottage Grove	Dakota County CDA	Deephaven
Detroit Lakes	Dilworth	Eagan	East Grand Forks
Elk River	Fairmont	Falcon Heights	Faribault
Fergus Falls	Fridley	Golden Valley	Goodview
Grand Rapids	Hastings	Hugo	Hutchinson
Inver Grove Heights	Lakeville	Lino Lakes	Luverne
Mahtomedi	Mankato	Minneapolis CDA	Mpls Empl Retirement
Minnesota PERA	MN State Lottery	MN State Ret. Syst.	Minnetonka
Moorhead	Mora	Morris	Mound
Mounds View	New Brighton	New Hope	New Ulm
North Mankato	North St. Paul	Oakdale	Olmstead County
Orono	Plymouth	Ramsey	Rice County
Rochester	Rosemount	St. Louis Park	St. Paul
St. Paul HRA	Savage	Shakopee	Sherburne County
Shoreview	Shorewood	South St. Paul	State of Minnesota
Stillwater	Hennepin Reg. Parks	Metropolitan Council	Wadena
Waseca	Wayzata	West St. Paul	Winona
Woodbury			

