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# MINNESOTA GOVERNMENT FINANCE OFFICERS ASSOCIATION

# MnGFOA NEWSLETTER

May 2006

*Excellence and Leadership in Government Finance*

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

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## Message from the President

By Chris Miller

Bonjour! We're just a few days away from the 100<sup>th</sup> GFOA national conference. This year's conference in Montreal looks like a great one as usual. Conference Representatives are marketing this year's conference as a place for information, innovation, inspiration, and celebration. Just thinking about it is enough to get myself re-energized. Unfortunately, I will not be in attendance at this year's milestone conference. The City of Roseville is at a pivotal stage on several vital initiatives, so I need to stay close to home. I'll have the opportunity to connect with all of you at the MnGFOA Conference in September. For those of you that are heading to Montreal, I wish you a safe and productive trip!

As a reminder, the MnGFOA will be sponsoring a welcome reception in Montreal for the MN Delegation and their guests. Look for additional information in this newsletter.

In April, our Education Committee conducted a half-day training seminar on financial policy design. We were pleased to have Steve Apfelbacher and Bruce Dejong from Ehlers and Associates, and Dave MacGillivray and Brenda Krueger from Springsted Inc. The presentation included financial policy best practices covering purchasing, investing, fund balance, debt, and more. A special thanks all of our Associate Members who have generously provided their expertise over the years to educate and inform government finance officers and to help advance the profession.

## May Meeting



There is no monthly Lunch meeting for the month of May due to the National Conference being held May 7-10 in Montreal!!

## 2006 Meeting Dates

### Monthly Meetings:

June 21	July 19	August 16
October 18	November 15(Quarterly Training)	
December 13		

### Annual Conferences:

GFOA – Montreal, Canada	May 7-10
MnGFOA – Alexandria, MN	Sept 20-22

## MnGFOA Welcome Reception

For those of you that will be attending the 100<sup>th</sup> GFOA Conference in Montreal, the MnGFOA will be providing a welcome reception on Sunday, May 7<sup>th</sup>, from 4:00pm – 5:45pm. The reception will take place at the Alexandre Restaurant and Café located at 1454 Peel Street. The Restaurant is located in the Peel District, a few blocks northeast of the Le Centre Sheraton Hotel. The Reception will take place on the 2<sup>nd</sup> floor of the restaurant. Hors d'oeuvres will be served and a cash bar will be available.

Please stop by and connect with your Minnesota friends before you head to the national welcome reception that follows at the Uniprix Stadium. If you have family/guests accompanying you to Montreal, please feel free to bring them to the Minnesota reception as well.

## Budget Library

The MnGFOA needs current (2006) award winning budget documents to update our budget library. If your budget document receives the award, no matter how many reviewer comments you received, please mail a copy to Tom Kelly at White Bear Township, 1281 Hammond Road, White Bear, MN 55110. The budget library is available by request to members looking to improve their entities budget documents. If you would like to request the budget library, have other question about the budget library or GFOA's budget award program; please contact Tom Kelly at (651)-747-2760.

## Congratulations!!!!

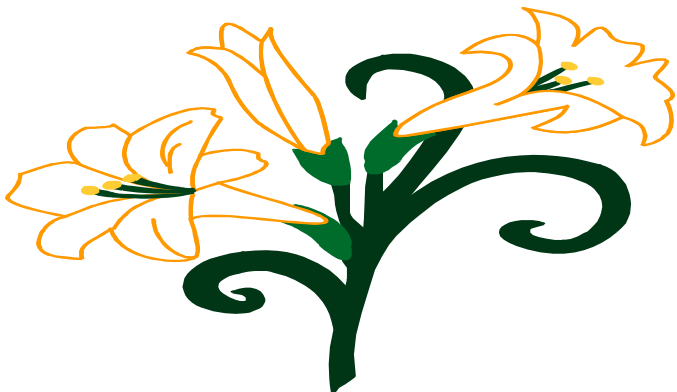
The City of Andover just received an upgrade in its bond rating from Standard & Poor's from an A+ to an AA- for all of its 2006 Bonding needs. Congratulations to Jim Dickinson and his staff!!

Congratulations to Tonya Weinart who has accepted the position of Finance Director for Polk County, WI. She will be starting at the end of April and plans on remaining active in the MnGFOA.

Congratulations also to Shelly Kolling who has been promoted to Finance Manager at the City of Savage.

Also congratulations goes out to Brian Grimm who will be leaving the City of Northfield and now be the Finance Officer for the City of Minnetrista.

Congrats and Good Luck to you all!!!



**May Flowers**

# Committee

## Executive Committee Update

At the April meeting, the following highlights took place:

- Approved minutes from March 15<sup>th</sup> meeting
- Approved check register and treasurer's report for March.
- Discussed Website Improvements and possible RFP.
- Discussed Statement of Position on Statutory authority to collect delinquent utility charges.

## Special Message

A Special Message From Retiring long time member Tom Kuehn!!

I will be retiring on April 28<sup>th</sup>. I have served as Finance Director/Treasurer for Orono since June 1976. It hardly seems possible that almost thirty years has gone by. I have many people within the organization to thank for their support over the years. I am one of a dwindling number who can say they knew Tom Moran (Richfield). In fact, I took a governmental accounting course Tom taught evenings at Normandale C.C. and he was always ready and willing to help, both in and out of the classroom. Like Tom, I was a public accountant, auditing cities and school districts prior to starting my tenure at Orono. I also relied on Paul Holmlund (Brooklyn Center) and John Murphy (Golden Valley) both of whom I called on many occasions, sometimes in a panic, and they always willingly shared their knowledge and gave me guidance. In recent years I have relied on Robin Roland (Farmington), Don Rambow (White Bear Lake), and Charlie Hansen (Crystal) for all kinds of support, friendship being the most important. I hope the four of us can continue indefinitely our impromptu meetings at TGIF. I wish the organization and its member's good luck as you all deal with what awaits government finance.

Usually by this time of year I am already looking forward to the fall conference at Arrowwood. Instead I'll have to be content with biking, hiking, fishing, boating; weeks at our lake property; travel to warm places in the winter; spoiling our granddaughter and enjoying family and friends.

## **JOB POSTINGS**

### **Accountant**

The City of Andover, MN (pop. 30,000+) a growing, progressive community is recruiting an Accountant to assist in maintaining the accounting functions of the city and providing assistance to the Assistant Finance Director. Salary \$42,000 – \$54,000 DOQ w/benefits. Duties include prepare monthly financial statements, analyze financial questions, prepare special, non-standard reports. Handle cash receipts, utility billing and act as payroll backup. Support the assistant finance director in reviewing department financial situations with department heads. Prepare coding on invoices, journal entries and other transactions. Assist in preparation for annual audit and annual comprehensive annual financial report (CAFR). Bachelors Degree (B.A) in Accounting, Finance or related field. Must be proficient with MS Word & Excel. Excellent writing, verbal, analytical skills required. A city application form must be submitted along with a cover letter, resume and references by May 12, 2006. To obtain an application, call (763) 755-5100 or website at [www.ci.andover.mn.us](http://www.ci.andover.mn.us). City of Andover, ATTN: Human Resources, 1685 Crosstown Boulevard NW, Andover, MN 55304.

### **City Administrator**

The City of Oak Grove, Minnesota (pop. 7,455) is seeking an experienced administrator with a proven track record of managing local government operations and responding to development pressures in a way that preserves the City's rural lifestyle. Located in northern Anoka County 25 miles north of downtown Minneapolis, Oak Grove has a budget of \$3.3 million and 11 full-time and 4 part-time employees. Requires a bachelor's degree in public administration, business, or a related field and five years or more of progressively responsible local government management experience, or equivalent. Ideal candidate will have a thorough knowledge of local government operations and financial management, demonstrated leadership ability, excellent interpersonal skills, and strong problem-solving skills. Hiring salary: \$75,000 to \$86,000. Resume, statement of qualifications, and references to Sharon Klumpp, Springsted Incorporated, 380 Jackson Street, Suite 300, St. Paul, MN 55101; 651.223.3053, fax 651.223.3002 or e-mail, [oakgrove@springsted.com](mailto:oakgrove@springsted.com). Deadline: 5/26/06. EOE/AA/ADA.

### **Accountant**

The City of Golden Valley is looking for an Accountant to primarily process and administer all aspects of the City payroll function. This full-time, exempt level position also performs additional accounting duties such as maintaining the fixed asset system. Min. Req.: 4 year degree in Accounting, Finance or closely related with 2 years progressively responsible financial experience. 3 years experience in municipal government with experience using JD Edwards financial applications desired. 2006 Salary: \$45,410-\$54,059 plus excellent benefits. A City application and supplement are required and may be obtained at the Golden Valley City Hall, 7800 Golden Valley Road, Golden Valley, MN 55427, by calling (763) 593-3989 or online at [www.ci.golden-valley.mn.us](http://www.ci.golden-valley.mn.us). Deadline Friday, May 5 at 4pm.

### **Administrator Announcement**

New Scandia Township (pop. 3,970), located in Washington County, MN along the northeastern edge of the Twin Cities metropolitan area, is accepting applications for the position of Administrator. This new position is being established as the Township completes its incorporation process. Approval of City status is subject to a hearing before an administrative law judge. Starting salary is from \$65,000 to \$78,000 depending upon qualifications. Successful candidate will help New Scandia retain its "rural residential feel" as it experiences increasing development pressures and assume management and operation responsibilities for a budget of \$2.1 million and 4.5 FTEs, including supervision of public works and administrative staff. Requires: Bachelor's degree in public administration or related field and at least 3 years of previous local government administration, or equivalent. Qualified candidates will have previous supervisory experience, excellent communication and interpersonal skills, a working knowledge of planning and zoning administration, human resource management, local government finance and public works. Complete job description available. Send resume, statement of qualifications and salary history to: Sharon Klumpp, Vice President, Springsted Incorporated, 380 Jackson Street, Suite 300, Saint Paul, MN 55101-2887 or e-mail [NewScandia@springsted.com](mailto:NewScandia@springsted.com)

Position open until filled. Review of applications will begin on May 15. EOE/AA/ADA



## MGFOA 2006 GOLF OUTING



Date: Thursday, June 1, 2006

Cost: \$49 per person, includes:  
greens fees, golf cart, contests, and prizes.

GPS system including electronic tournament  
scoring will be used

Place: Oak Marsh Golf Course,  
526 Inwood Ave. No., Oakdale, MN 55128  
[www.wpgolf.com/oakmarsh](http://www.wpgolf.com/oakmarsh)

Time: Tee times @ Noon, - **A SHOTGUN START**,  
(a shotgun start is when all golfers start (and finish) at the same time with each foursome  
on a different hole.)

This tournament is for golfers of all skill levels. You do not have to be a good golfer to participate. This is a team event. Just come prepared to have a good time!! To promote the social aspect of this event, entries will be grouped in foursomes, mixing skill levels. After golfing, we will meet in the clubhouse area for the presentation of prizes. The registration deadline is Monday May 22, 2006.

We will be having a shotgun start, so all tee times at Noon. Please be at the course at least 30 minutes prior to your tee time. They have a grill available for lunch. If you have any questions, please contact Jim Eichten at Malloy, Montague, Karnowski, Radosevich at 952-545-0424 or Ron Hedberg at the City of Cottage Grove, 651-458-2832, or email, [rhedberg@cottage-grove.org](mailto:rhedberg@cottage-grove.org).

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### Golf Outing Registration Form

Name(s) \_\_\_\_\_

Email: \_\_\_\_\_

Organization \_\_\_\_\_

**Make checks payable to MGFOA and mail  
your registration form and payment to:**

Average score for 18 holes \_\_\_\_\_

MMKR  
Attn: Jim Eichten  
5353 Wayzata Blvd., Suite 410  
Minneapolis, MN 55416

Enclosed is a check for \$ \_\_\_\_\_ for \_\_\_\_\_ golfers.

Greg Sticha  
City of Chanhassen  
7700 Market Blvd, PO Box 147  
Chanhassen, MN 55317



### **Message from the Editor**

As always, if you have any job openings, career moves, or any items of note, please forward them to me by the 20<sup>th</sup> of this month so I can put it in the next newsletter.



Thanks

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