

Footnotes



COLORADO GOVERNMENT FINANCE OFFICERS ASSOCIATION

Footnotes

February, 2013

From the President...

On this cold winter day in Denver, I'm writing to you from an elevation of about 35,000 feet. From here the view is spectacular – a snow covered expanse and then up through the heavy clouds covering the snow globe world below. At a speed of nearly 500 mph, I'm heading out of town for warmer weather and the Magic Kingdom - 85 degrees does sound rather nice right now, and who could argue that spending time with the likes of those cute Disney characters means fun! This will be my second year traveling this snowbird route to spend time with family and to run in Disney World's Princess Half Marathon! My playlist is loaded on my iPhone and Cinderella attire is ready to be donned for the race. (Well, "race" may be stretching things a bit- really I'm just shooting to cross the finish line in the upright position!!)

Before I'm too far gone from our fair state, I wanted to share with you what's been happening with the CGFOA so far in 2013. January and February have been a flurry of activity. The Education Committee has produced an excellent line up of annual training classes and conference session offerings. The Conference Committee made up of CGFOA and CMCA (Colorado Municipal Clerks Association) representatives has developed the framework for our annual conference that will be held November 19-22 in Breckenridge at the Beaver Run Resort. We are coordinating with town representatives to add local flair and to develop a fun theme for the Thursday night banquet. The Colorado Tax Audit Coalition quarterly meeting in Golden was well attended and chock full of informational sessions.

On February 14, the CGFOA Board met in Westminster for its first quarterly meeting of the year. I'd like to thank Bob Eichem, Finance Director with City of Boulder and GFOA Executive Board Member, for facilitating a discussion on evaluating the organization's structure. Bob shared how he's seen the organization grow over the past 30+ years, from a small, informal group of government finance officials to a membership of more than 800 government finance professionals representing an array of state and local government agencies and districts. A consistent mission promoting educational opportunities, exceptional government services, and a support network for our finance community has been the catalyst behind CGFOA's robust education program, premier annual conference, and social, outreach, and coalition networking forums. Bob will be heading a task force of interested members to develop structural strategies on how to best continue meeting the needs of CGFOA's membership into the future.

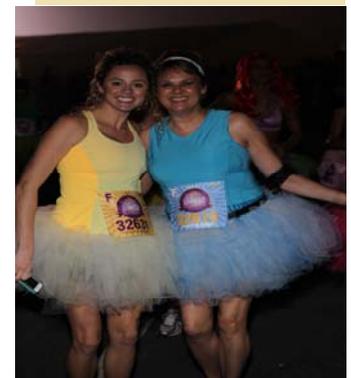
The concept of a Technical Issues Committee was presented to the Board and membership in 2012. Proposed objectives and guidelines developed by the Technical Issues Task Force were presented at the Board meeting for further consideration. Task force members entertained questions and concerns of meeting attendees. While the primary intention of the committee would be to inform and educate the membership on emerging technical issues, it would also give a voice to the organization on controversial standards and mandates of rulemaking bodies. In November, the membership will be asked to vote on whether to amend CGFOA's By-laws and adopt a formal Technical Issues Committee. Until then, the Board has provisionally approved implementation of the proposed action plan by task force members. Thanks to Don Warn, CGFOA VP (Town of Parker), Bob Eichem (City of Boulder), Jeff Hansen (City of Golden), Catrina Gonzales (Boulder County), and, Javier Martinez (City of Alamosa), for their work on this significant initiative.

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CGFOA
PO Box 620217
Littleton, CO 80162

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President Cherie Sanchez ready to run with her daughter Jessica!

The Board and meeting attendees also talked at length about the the effectiveness of mechanisms currently utilized for communicating with the membership, including the website, bi-monthly publication of *Footnotes*, listserv, and email. *Footnotes* is filled with information about CGFOA - upcoming events, classes, scholarships, budget, membership, awards, and more. The website offers an assortment of resources like membership directories, links to employment opportunities, and calendar of events, as well as information core to the organization like By-laws, listing of officers, and mission statement. Listserv enables members to connect and share information electronically and e-mail reaches members with timely information on relevant matters and opportunities. Member responses were recently solicited about the effectiveness of these communication channels and the results are looking good. Responses will be utilized to help the Board understand member preferences and ensure communication needs are being met.

Thanks to all of the standing committee and sub-committee members for their service, and especially to CGFOA Administrator, Kathy Velzen, who is at the core of everything we do. If you are interested in participating on a task force or serving on one of CGFOA's standing committees, please let us know. We welcome your involvement!

Things are shaping up nicely for the year! There are a lot of great opportunities for members over the next couple of months, including classes on debt management and presentations to governing boards, the Western Slope Coalition meeting in April; and the annual Golf Tournament coming up in May to name just a few. The next CGFOA Board meeting will be in Loveland on May 3, coupled with a half day training and networking lunch. Mark your calendars and hope to see you soon!

From the Castle, stay warm and well...

And until next time, may all your dreams come true...

Cherie Sanchez
CGFOA President

Hello CTAC!

I hope you are doing well. It was great to see everyone at the recent CTAC meeting in Golden. Our next meeting will be in the City of Lakewood on Friday, May 10th where we will be having a telecomm bonanza! The entire day will be devoted to telecomm training. Stay tuned for more details. The following meeting will be held in the City of Westminster on Thursday, August 1st. Our first ever Thursday meeting! As always, if you have any questions, concerns or ideas, please let me know.

Alan Haynes, CTAC Chair



Footnotes

Education Committee Report

The 2013 CGFOA Education Committee had a very productive meeting on Friday, January 11, 2013 in Frisco, CO. Comments on the prior year's session evaluations provided many suggestions for more diversified, more advanced, and just more Annual and Conference sessions, and the attendees at Friday's meeting really stepped up to fulfill those requests. Keep an eye on the calendar for educational opportunities heading your way!

The Education Committee co-chairs are Karin Slater, Laurie Litwin, and Sherri Rickard. All three will be co-chairing for both the Annual and the Conference sessions. We are here not only to help organize and schedule the education, but to act as a resource for our members and moderators as we move forward. Any members with questions, comments, or suggestions can contact any or all of the co-chairs. If you are not currently involved with the Education Committee there's always room for more! Just drop us a line and let us know you'd like to join a fantastic group of people who work hard to provide the diverse and valuable educational opportunities throughout the year.

Thanks so much to Kathy Velzen for her organization, participation and her memory, and for keeping us on track. And thanks go out to all of the members of the Education Committee who pull together to make it all happen.

Karin Slater
kslater@mscd.k12.co.us
Laurie Litwin
litwinl@co.teller.co.us
Sherri Rickard
srickard@cityofwestminster.us

The 10th Annual CGFOA Golf Tournament is scheduled for May 17, 2013 at Fox Hollow Golf Course in Lakewood. The event is now established as a must do for our CGFOA membership that draws over 80 players each year. As the event continues to grow in popularity each year, we're hoping for an increase in the number of participants!

The event is primarily designed to be a social activity for any and all CGFOA members, but will also provide an opportunity to network with peers and vendors. While we hope to eventually get participation to a level that only CGFOA members will be eligible to play, we will again allow each member to bring one non-member from their organization. However, CGFOA is always happy to accept new members.

Each year, the sponsorships by the associate members play a major role in the success of the tournament. Hopefully, that will be the case again this year.

Thus, please consider this an open invitation for your business to participate this year as a sponsor. Sponsorships can be monetary (to apply towards lunch, prizes, "sponsor a hole," etc.) or in the form of door prizes (golf balls, driver, putter, shirts, hats, tickets to sporting events, etc.). The amount and type of sponsorships will determine the final price for the event that gets charged to each golfer. This year, we are again asking \$250 to "sponsor a hole" (which gets you a sign with your company name and logo on the tee box), or general contributions of any amount. As a reminder, sponsors will still have to pay the entry fee to participate in the tournament, and can request one individual to play in their foursome. This approach has been well received by the sponsors in the past, so we're continuing it going forward.

So that we can calculate the entry fee and send out the appropriate information to the general membership, we will need to have all of the sponsorship commitments by Friday, March 29. Please contact Kathy Velzen with information on the nature of your sponsorship. Please use the attached form and return it to Kathy. If you are making a monetary donation to the tournament, we will need to have payment by April 19th (credit card payment online or checks made out to CGFOA). If you have any questions, please contact Kathy at the CGFOA office (303-922-4647), or call Jeff Hanson, Golf Chair, at 303-384-8020.

Commitments due by Friday, March 29, 2013
Donations Due by April 19, 2013



_____ \$250 Sponsor a Hole

_____ Door Prize Sponsorship Item(s): _____

_____ Give-Away for all participants: (please tell us if and what you would like to contribute for every golfer, i.e. tees, golf cart drink tickets, etc., so we can plan for that):

Contributing Business: _____

Address: _____

Contact Name: _____

Contact Phone # _____

Contact Email Address: _____

Please fax or email this form to: CGFOA at 303-922-5295 (fax) or Email: administrator@cgfoa.org

Technical Issues Task Force

As many of you may recall from the annual CGFOA membership meeting in Estes Park, I solicited volunteers that would be willing to help define and create a technical issues committee. Several members expressed interest and on January 25, 2013, Bob Eichen, Jeff Hansen, Javier Martinez and Don Warn had a conference call to establish an outline for the committee, which included the purpose, goals, actions, structure and responsibilities of committee members.

The results of the conference call were presented at the CGFOA Board meeting held on February 14, 2013, at which time the Board established a Technical Issues Task Force and will be bringing a By-laws change to the membership later this year to establish a Technical Issues Standing Committee.

The purpose of the task force and the future standing committee is to be a technical resource for the CGFOA membership on a broad range of issues affecting the membership. As issues arise, the task force/committee would be to able to provide technical information to the membership, respond to GASB as appropriate (with CGFOA Board approval), provide technical articles for publication in *Footnotes* and to be a point of contact on technical issues for CML, CCI and other advocacy groups. The conference call participants and the Board believe this task force, and ultimately the committee, will allow CGFOA to be much more proactive in providing timely information to all our state, county, city/town, special districts, school districts and other CGFOA members that could have a significant impact on the way our members do business.

We are currently soliciting members from a cross-section of the different types of governments and geographic locations to join the task force, so if you are interested in serving on the Technical Issues Task Force/Committee, or if you have a technical issue that you believe the task force should research, please feel free to contact me at dwarn@parkeronline.org or Kathy Velzen administrator@cgfoa.org

Respectfully, Don Warn, CGFOA Vice President



Thursday, April 11, 2013, Afternoon; **The Current Local Government Market and Debt Management Strategies**; Westminster, CO

Friday, April 19, 2013; **Western Slope Coalition**; Montrose, CO

Friday, May 3, 2013, Morning; **Presentations to Your Governing Board**; Loveland, CO

Friday, May 3, 2013, Mid-Day; **Free 2nd Quarter Networking Lunch**, Loveland, CO

Friday, May 3, 2013, Afternoon; **2nd Quarter CGFOA Board Meeting**; Loveland, CO

Friday, May 10, 2013, All Day; **CTAC Meeting**; Lakewood, CO

Thursday, May 16, 2013, Afternoon; **Achieving Fiscal Health - Tools and Techniques for Diagnosis and Treatment**; Golden CO

Friday, May 17, 2013; **Annual CGFOA Golf Tournament**; Fox Hollow Golf Course, Lakewood, CO

Wednesday, May 29, 2013, Afternoon; **Priority Based Budgeting - Looking at the Budget through a New Lens**; Westminster, CO

Friday, May 31, 2013, Afternoon; **Investments 101**; Western Slope

JUNE, 2013

June 2 - 5, 2013; **National GFOA Conference**; San Francisco, CA; Colorado GFOA will host a Sunday Night Dinner for Colorado Delegates and Friends from 8:00 - 10:00 PM - More information will be coming!

June 13, 2013; **Fundamentals of Public Sector Accounting**; Rifle or Glenwood Springs, Colorado

June 14, 2013; **Fundamentals of Public Sector Accounting**; Westminster, Colorado

June 20, 2013; **Beginning Public Sector Accounting**; Rifle, Colorado

June 21, 2013; **Beginning Public Sector Accounting**; Westminster, Colorado

June 27, 2013, Morning; **Colorado Rules & Regulations Ethics Webinar with CSCPA**; Your Office, Colorado

Check the website for class descriptions and registration forms. www.cgfoa.org/calendar.htm

CML Policy Committee Report

Jeff Hansen, City of Golden, agreed to represent CGFOA on the Colorado Municipal League Policy Committee. That committee met in mid-February. Below is a summary of the various issues that may impact our members.

SB 13-058 Handicapped parking enforcement

Holders of a parking decal or license plate issued to a citizen with a permanent disability must obtain a doctor's reauthorization each year. As currently amended, SB 13-058 would allow a renewal by mail every three years and a doctor's examination every nine years. If the bill remains in this form, CML has no issue with it. There is an amendment that may be added to the bill that would require a portion of the municipal court fine collected for illegal parking in a handicapped space to be diverted to a state handicapped parking education fund. Municipalities do not collect fine revenue for the state. Attachment of such an amendment would trigger CML opposition to the bill.

If this passes, cities would either need to increase their municipal fines, or would see a reduction in fine revenue as they would have to send a portion to the State

HB 13-1110 Alternative vehicle fuel tax

CML participated in a stakeholders' group of energy industry, fuel retailers, and government representatives that developed HB 13-1110. The bill changes the method for applying the special motor fuels tax for natural gas powered vehicles. The tax currently is collected as an annual flat charge for a decal that is displayed on the vehicle. This bill eliminates the natural gas vehicle decal and provides for the tax to be collected on a volume-use basis, mirroring the collection of the gasoline tax. The bill also applies a \$30 Highway Users Tax Fund (HUTF) annual requirement for electric vehicles, plus a \$20 electric vehicle fee to fund a program that promotes public recharging stations.

If this passes, it could potentially mean additional HUTF revenue to the cities.

HB 13-1212 Job creation districts

HB 13-1212 would allow any municipality or county to form a Job Creation District to support private sector projects that would add a certain number of jobs at an above-average pay range. Sales and/or property tax increment financing (TIF) would fund public dimensions of the project. Participation in the TIF would be a voluntary "opt-in" by all affected taxing entities and they could choose the level of participation (with a maximum of 90 percent of their increment). There would be a 15-year maximum duration. Staff has serious concerns about the unintended consequences that the Job Creation District bill may create regarding urban renewal. TIF is what makes urban renewal workable and protection of the current urban renewal process is CML's top priority.

If this passes, there could be inherent problems with the creation of a district with minimal opt-in participation. This is in addition to the concerns about URA's mentioned in the summary above.

Federal Legislation – Marketplace Fairness Act

Geoff Wilson provided an update on this potential Federal legislation. If passed as currently contemplated, catalog and internet sales would be taxed at the same rates as sales at brick and mortar outlets. This aspect of the Act would mean additional tax revenue to Colorado cities. The negative aspect of the Act relates to the central point of collection at the State level. Thus, cities, especially home-rule self-collected, would have to work with the Dept. of Revenue to ensure that the proper taxes are flowing through to the cities.

Proposed Single Audit Changes

The US Office of Management & Budget (OMB) has issued proposed changes to the single audit requirements. Currently, if an entity expends \$500,000 or more in federal awards, the entity must obtain a single audit under A-133 guidelines. The OMB has proposed several changes that will directly impact the requirements for audits of federal grants. A quick summary of the proposed changes is outlined below:

Requirement	Current	Proposed Change
Entities expending federal awards in excess of this amount must obtain a single audit.	\$500,000	\$750,000
Auditors must perform additional procedures in auditing Type A major programs identified by this criteria.	Program expenditures of \$300,000 or 3% of total federal awards expended. ⁽¹⁾	Program expenditures of \$500,000 or 3% of total federal awards expended. ⁽¹⁾
Auditors must audit a sufficient number of federal programs in order to provide coverage of audited programs in relation to total federal expenditures.	Auditors must audit 50% of total federal programs if the entity is considered high risk, and 25% of the total for low risk entities.	Auditors must audit 40% of total federal programs if the entity is considered high risk, and 20% of the total for low risk entities.
An auditor must report questioned costs in excess of this amount.	\$10,000	\$25,000
Specific compliance requirements must be tested for major programs.	14 compliance requirements	6 compliance requirements ⁽²⁾

⁽¹⁾ Additional criteria apply for entities expending more than \$100 million in federal awards.

⁽²⁾ However, federal agencies may still include any of the previous compliance requirements under special tests and provisions.

The effective date of these changes is not yet known. The deadline to comment is April 30, 2013, so if you have any comments or concerns with the proposed changes, you should consider providing your feedback to the OMB. More detail regarding the proposed changes including instructions for providing comments can be found on the OMB's web site at:

<http://www.whitehouse.gov/blog/2013/02/01/proposal-better-management-federal-grants>

ListServ

CGFOA ListServ is a member benefit that anyone can use. Important things to note about listserv are:

- We have two lists - one for finance professionals and one for tax audit (CTAC) professionals.
- Associate members are NOT eligible to be included on the listserv, only public sector employees can join.
- You MUST request to be added to one or both listservs by submitting the form(s); listserv inclusion is not automatic when you join CGFOA or ask to be included on the CTAC member listing. The form is found at: <http://www.cgfoa.org/listserve.htm>

Why join listserv?

A listserv is a communication tool which allows a group of individuals to share information electronically. Any listserv subscriber can send information or a question to all the members of the group.

How does it work?

Once you are a member of the listserv, you may send an email to all other members on the list (it takes about 5 days to be added after your request is received). Once you have been added to the listserv, simply send your question or request to the following email address: **Finance Officers listserv** finoff@lists.cgfoa.org or

Tax Audit listserv taxaud@lists.cgfoa.org. Important: Your email must be sent from the email address that is registered with listserv. So if your email address changes or you want to be removed from the listserv, you need to send an email to administrator@cgfoa.org to administer the change or removal.

What can I use it for?

Request a copy of an RFP or Financial Policies or Purchasing Policies or ????

Taxability issue questions, retention policy questions, and any other areas where you think your peers might be able to shed some light!

Don't reinvent the wheel - reach out to others in the organization for help and guidance.

CGFOA MEMBERSHIP APPLICATION/RENEWAL FORM

For the Period January 1, 2013 through December 31, 2013

NAME: _____ TITLE: _____
ENTITY/COMPANY: _____
ADDRESS: _____
CITY/TOWN/ST/Zip: _____
PHONE: _____ FAX: _____
E-MAIL ADDRESS: _____
ENTITY WEB PAGE ADDRESS: _____

MEMBERSHIP TYPES

1. Colorado Active (*governmental employee*) \$40.00

Check the appropriate designations below:

___ CTAC Coalition
___ Western Slope Coalition
___ CPA
___ CGFO
___ CPFO

Please send CTAC and Western Slope Coalition information to Administrator@CGFOA.org.

Please indicate one of the following:

___ District/Authority
___ County
___ School District
___ State
___ Colorado Inactive (Retired, Unemployed)
___ Municipality - indicate population:
___ 1 - 1,000 ___ 50,001 - 100,000
___ 1,001 - 10,000 ___ 100,001 +
___ 10,001 - 50,000

2. Associate (*private sector*) for up to 3 individuals (applicant plus the two additional, listed below) \$150.00

Name: _____
Title: _____
Phone: _____ Fax: _____
E-mail: _____
Address: _____

Name: _____
Title: _____
Phone: _____ Fax: _____
E-mail: _____
Address: _____

Please check applicable classifications:

___ Associate: Accountants/Auditors
___ Associate: Actuaries
___ Associate: Arbitrage
___ Associate: Banking Services/Trustee
___ Associate: Computer Systems/Support/Products/Software
___ Associate: Debt Issuance
___ Associate: Human Resources/Payroll/Benefits
___ Associate: Investments/Money Management
___ Associate: Legal
___ Associate: Lease Financing
___ Associate: Management Consulting
___ Associate: Pension Services
___ Associate: Utility Rate & Financial Planning
___ Associate: Other - _____

3. Additional Associate (*private sector*) submit name and address on a separate piece of paper \$30.00

4. Out-of-State Public Sector \$50.00

5. Student (Full-time) \$0.00

PAYMENT INFORMATION

Please submit form and check to:
Kathy Velzen, CGFOA Administrator
PO Box 620217
Littleton, CO 80162
Phone: 303-922-4647
Fax: 303-922-5295
administrator@cgfoa.org

Credit Card payments must be processed on line at
www.cgfoa.org/applications

We are switching to a new CC processing system and at this time only Colorado Active (Public Sector) memberships can be paid by Credit Card.

**Colorado Government Finance Officers Association
2013 Adopted Budget**

	2012 Amended Budget	2012 Actual	2013 Proposed Budget
CASH BALANCE BEGINNING YEAR (Projected)	\$ 67,356	\$ 67,356	\$ 51,659
INCOME			
CGFO Certification	\$ 100	\$ -	\$ 100
Coalition Meetings	\$ 1,250	\$ 852	\$ 900
Dues	\$ 22,500	\$ 23,405	\$ 27,500
Fall Conference	\$ 23,979	\$ 23,977	\$ 43,900
Footnotes	\$ 500	\$ -	\$ 250
GFOA Reception Sponsors	\$ 1,500	\$ 3,525	\$ 3,500
Interest Inc	\$ 500	\$ 358	\$ 250
Social Outings	\$ 12,500	\$ 12,198	\$ 14,000
Training	\$ 25,500	\$ 15,975	\$ 22,500
TOTAL INCOME	\$ 88,329	\$ 80,290	\$ 112,900
EXPENSES			
Administrator	\$ 43,050	\$ 42,700	\$ 44,126
Awards	\$ 500	\$ 28	\$ 500
Board meetings	\$ 3,000	\$ 4,356	\$ 5,000
Coalition Meetings	\$ 6,500	\$ 3,501	\$ 3,775
Financial Aid	\$ 8,000	\$ 5,000	\$ 9,000
GFOA Cnf-Pres	\$ 1,500	\$ 697	\$ 1,000
GFOA Conf Reception	\$ 1,500	\$ 2,554	\$ 2,000
Gifts Given	\$ 250	\$ 249	\$ 250
Insurance	\$ 1,100	\$ 1,093	\$ 1,100
Library Materials	\$ 500	\$ 418	\$ 500
Meals & Entertainment	\$ 500	\$ -	\$ 250
Misc Office Expenses	\$ 2,725	\$ 2,509	\$ 2,225
Newsletter exp	\$ 350	\$ -	\$ 225
Outreach	\$ 500	\$ 375	\$ 500
Professional Fees	\$ 1,150	\$ 735	\$ 1,020
Social Events	\$ 12,200	\$ 11,127	\$ 10,500
Telephone & Fax	\$ 3,100	\$ 3,130	\$ 3,100
Training Expenses	\$ 18,550	\$ 17,147	\$ 17,275
Travel	\$ 1,000	\$ 68	\$ 150
Web page	\$ 1,200	\$ 300	\$ 1,000
TOTAL EXPENSES	\$ 107,175	\$ 95,987	\$ 103,496
GAIN(LOSS)	\$ (18,846)	\$ (15,697)	\$ 9,404
CASH BALANCE END OF YEAR	\$ 48,510	\$ 51,659	\$ 61,063



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**Footnotes is a publication of the
Colorado Government Finance
Officers Association**

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MEMBERSHIP RENEWAL

The CGFOA membership year runs from January 1 through December 31. We do not send out invoices, we simply let you know that membership renewal is due in both the December and February issues of *Footnotes*. For your convenience we also include a membership renewal application (page 7 of this issue) as well as a link to renew on line with a credit card (<http://www.cgfoa.org/application.htm>).

We have recently switched our payment processing to the SIPA payport system. Consequently we no longer accept credit cards via fax or email, only the website processing can be used to pay by credit card. This ensures you are securely linked to payport for credit card processing. Of course, we always accept checks submitted with your renewal form, by mail. Currently, Colorado Active (public sector) payments can be processed via credit card. Our apologies to Associate members who must pay membership dues by check until we can address issues created by the structure of Associate memberships.

So, all of this was said to remind you to process your membership renewal now if you haven't already done so. Thank you for your support of CGFOA.

San Francisco Dinner

It is time again for Colorado Delegates to gather during the National GFOA Conference in San Francisco, CA. We are looking forward to networking with friends and associates at the Sunday Evening Dinner Party after the Conference Opening Reception. The dinner will be held 8:00—10:00 PM on June 2, 2013; we are still looking for affordable options and will let you know where we land (any suggestions are appreciated). Last year over 75 Colorado delegates and friends attended the Colorado Delegate dinner. Typically, Colorado GFOA Associate Members have sponsored this event and we are once again asking for sponsorship support. We guess the total cost of the event to be around \$3000 to \$5000 or so, depending on location. As a sponsor you may indicate a solid dollar figure that you are willing to contribute. Sponsors will be recognized at the dinner and listed in an upcoming issue of *Footnotes*. You may fax or email your sponsorship commitment.

We want to be a DINNER Sponsor in the amount of \$ _____

Company Name: _____

Contact Person: _____

Phone: _____ Email: _____

Additionally, we will have _____ associates in attendance at the dinner! You will be invoiced for your sponsorship contribution by the end of April at which time you may pay by check or go to the CGFOA website to process your credit card.

Thank for your on-going and generous support of CGFOA. We look forward to seeing everyone in San Francisco!