

Footnotes

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Letter from the President.....

Aristotle said, "The roots of education are bitter, but the fruit is sweet." However, I think as we get older the bitterness becomes an acquired taste and at times we may even begin to crave it. Our education committee is evidence of that craving to learn and further the education of our members. It was amazing to see our government and associate members come together and plan the education offerings for the entire year including the conference in November. The meeting was filled with excitement as we shared ideas on classes and conference sessions. Of course it's not all smiles and laughter, there is an immense amount of time and energy that goes into planning the classes and sessions and you may be contacted to provide your expertise and knowledge as a presenter. When that happens please accept the invitation.

We had our first board meeting of 2017 at the Boulder County Parks and Open Space building. Each of our board meetings are coupled with a free lunch and education session. Again it was amazing to see the number of participants and their excitement to further their education. These quarterly events also serve as a great opportunity to meet other finance officers and build relationships. I whole heartedly believe in building relationships with my peers. In a time of change and uncertainty it is a necessity to have a network you can call upon.

Last I want to talk about the excitement that is building around the GFOA conference that is now a few months away. If you ever wanted to attend this conference then this would be the one! The conference is on pace to have a record number of attendees. Over 700 people from Colorado have already registered and a record number of first time attendees throughout the country have also registered. If you missed the first time scholarship and are looking for some financial assistance to attend please look into the grants provided by CGFOA.

I hope you all the best and I will see you around!

Jeff Edwards

CGFOA and Chandler Asset Management to Co-host Reception during National GFOA Conference in Denver!

If you've been to a national conference before, you most likely attended one of CGFOA's Colorado Delegate events on Sunday evening. With the conference in our home state, we are seeing more receptions from local sponsors, so the Board decided to make a change to the regular program. COLOTRUST will be hosting their own reception on Sunday Night, May 21, when CGFOA would normally host our event. Rather than double up on Sunday evening, the Board decided to have CGFOA partner with Chandler Asset Management to co-host a reception on Monday, May 22 at Stout Street Social! We have bought out the entire restaurant (seats 300) which is near the Convention Center. The event will run from 6:00 - 9:00 PM (the GFOA vendor reception concludes at 6:30 PM) and we look forward to hosting Colorado attendees as well as others from around the country. This will be a great opportunity to show off what a great organization CGFOA is and that we know how to throw a great party.

As always, friends and family members are invited, but we need you to register so that we plan for enough food for everyone! Please submit your RSVP at <http://www.cvent.com/d/q5qmqz0>

National GFOA Conference Grant Program

The CGFOA Board of Directors is pleased to announce the formation of a National GFOA Conference Grant Program. The application is on the website under the applications tab. Simply submit the application with proof of your full (not one-day) conference registration and CGFOA will send a check in the amount of \$350 to your entity. The funds can be used toward your registration or housing or whatever your needs are for the National Conference. Applications will be accepted through March 31, 2017, after which, monies will be disbursed.

There are just three criteria to be eligible:

1. You must be a member of CGFOA.
2. You must provide proof of conference registration.
3. Only two grants per entity will be given.

The CGFOA Board has set aside \$35,000 for this grant program which will provide financial assistance to 100 people. We'd love to have 1,500 Colorado attendees, so don't let these available grants go to waste! Register for the National Conference today and apply for your grant tomorrow!

CGFOA Calendar of Events

March, 2017

World Book Day, March 2. A celebration of authors, illustrators, books, and reading, designated by UNESCO as a worldwide festival in over 100 countries.

Pi Day, March 14. It's a never-ending number: 3.14159... And it's Albert Einstein's birthday.

St. Patrick's Day, March 17. Share the love of all things Irish.

World Storytelling Day, March 20. A global celebration of the art of oral storytelling.

Introduction to Governmental Accounting, March 28. 1/2 day basic educational seminar in Golden, CO

April, 2017

Making Presentations, April 20 - 21, 2017. Education Seminar, limited to 10 attendees.

2nd Quarter CGFOA Event, April 27 - 28, 2017. Education Seminar, Free Networking Lunch, Board Meeting (on Thursday, April 27); Conference Committee (on Friday, April 28)

May, 2017

National GFOA Conference, May 21 - 24, 2017. Denver Convention Center, Denver, CO.

CGFOA/Chandler Asset Management Reception, May 22, 2017. Stout Street Social, Denver, CO

Go to www.cgfoa.org - Opportunities - Calendar of Events for more details and to register for any upcoming events!

Grants and Scholarships

CGFOA has generous grants and scholarship programs available to members:

Education Grants are available to those taking advantage of CGFOA education throughout the year

[Apply here](#)

CPFO Reimbursement Grants

[Apply here](#)

GFOA National Conference Grants (New!!)

[Apply Here](#)

National GFOA Conference Volunteers Needed

GFOA has requested the help of 32 volunteers on Thursday, May 18, prior to the National GFOA Conference which begins on May 21. Here are the details:

Time: 9:30 am - 2 people report
10:30 AM - 30 people report

Location: Back of Hall A of the Colorado Convention Center

You will be stuffing bags for attendees. You will get a break for lunch (on your own), and each volunteer will receive a \$50 gift card. That should be enough to help pay for your parking (or take the train and really save some money), and lunch, with a few bucks to spare.

Please register as a volunteer with the CGFOA office by submitting a quick email noting that you will be a volunteer; I will assume you are a 10:30 AM volunteer unless you let me know that you are available to be one of the two 9:30 AM people. Gift cards will be handed out when you arrive.

Thanks for helping GFOA in this small but valuable way. Plan to work hard and have fun with a group of your peers!

CGFOA Awards Program

CGFOA has an awards program. Each year one Finance Officer of the Year is acknowledged and awards are also given for significant contributions in a variety of areas. The awards program was started in 1989 to recognize significant ongoing work, service and contributions in the area of government finance in Colorado. When the award was first established it was not specifically limited to finance officers employed by government but to anyone who had contributed greatly to the role of government finance in Colorado. Over time, the award was changed to recognize those working for a governmental entity. Areas considered when nominations are reviewed by the awards committee include: total years of service in government finance, extent of the nominee's involvement in CGFOA and GFOA, how the person has furthered the role of the finance officer in her/his own organization, significant projects or contributions to her/his organization, and why the person is deserving of the award. The nomination can be made by anyone, within or outside of CGFOA.

Previous Finance Officers of the Year have included:

Bob Eiche (twice), Boulder

Laurie Litwin, Teller County

Jim Golden, Longmont

Darrell Windes, Ken-Caryl Ranch Metro District

Tammy Hitchens, Westminster

Jeff Hansen, Golden

Larry Dorr, Lakewood

Harry Patel, Canon City

Debbie Murray, Mesa County Sheriff's Office

Karin Slater, Montrose County School District

Cherie Sanchez, Westminster

Judy Dahl, Little Thompson Water District

Sandra (Sam) Boster, Bear Creek Water and Sanitation District

A Finance Officer of the Year does not need to be a Finance Director; many of our members who are not department directors have made significant contributions to CGFOA and their individual organizations. Nominating forms can be found on our CGFOA website and can be made at any time during the year, so if there is someone you know who you feel meets the criteria and should be nominated, please complete the nomination form and submit it!

CGFOA Classes – 2017 Fee Structure

In addition to your annual membership dues, CGFOA imposes a fee for the various training and educational opportunities made available throughout the year.

Generally, these fees cover the costs of meeting rooms, presenters, supplies, administrative support and any refreshments provided at the event. These fees are minimal and designed only to cover expenditures. As a professional organization, we are fortunate to be able to keep these fees to a minimum while enjoying quality education and networking opportunities. The fees below have been significantly discounted for 2017 (and 2016). Typically, members pay \$8.33 or less per CPE credit hour! Please refer to the Policies and Procedure Manual on the CGFOA website for more information.

Workshops - \$25 for members; \$40 for non-members (4 - 6 CPE)

- These include CTAC Workshops and Western Slope Coalition Workshops

Fundamental or Beginning Classes - \$25 for members; \$40 for non-members; Free for Elected Officials (4 – 6 CPE)

- These include Fundamental of Governmental Accounting, Basic Governmental Accounting, Budget 101
- These may be longer than a half-day.

1/2 Day Classes - \$25 for members; \$40 for non-members (3 - 4 CPE)

- We offer a discounted rate for a morning and afternoon half day combined - \$40 for members; \$70 for non-members

Full Day classes - \$50 for members; \$70 for non-members ; these classes used to be \$100 for members and \$150 for non-members (8 CPE per day)

Webinars - \$10 for members; \$15 for non-members (1 – 2 CPE)

Morning trainings combined with the Quarterly networking lunch and Board Meetings – free to all (2 CPE)

Ethics Classes - Free to all (2 CPE)

CGFOA Conference Committee Structure Changes

As you are aware, last year, in Grand Junction, was our final combined CGFOA/CMCA Annual Conference. Going forward CGFOA will host the Annual Conference without the clerk's association. We wish CMCA the best of luck moving forward and know that they are already well on their way to planning the first CMCA Fall Conference in Loveland in September.

CGFOA will be re-structuring the Annual Conference Committee. The new committee will be made up of the following members:

- President of CGFOA (1)
- Vice President of CGFOA (1)
- Past President of CGFOA (1)
- Education Chairs of CGFOA (2)
- Finance representative of the conference location (1)
- Finance representative of the next two year's conferences (2)
- At-large representative (1)

The above structure will allow for 9 committee members should work well; all are appointed by the current Board President. The Past President of CGFOA becomes the Treasurer for the Conference committee. In 2017 we are scheduled to be in Colorado Springs, so our finance representative from Colorado Springs has already been appointed.

In 2018 we will be at Beaver Run in Breckenridge so a representative from Breckenridge will be appointed by the Board President. If you have an interest in that position, please let Kathy Velzen or Jeff Edwards know!

In 2019, we hope to be in Pueblo, so again, a representative from Pueblo will be appointed to the 2017 committee. Keep in mind as a Pueblo representative, you will serve on the committee for two years. If you are from the Pueblo area and are interested in being part of the Conference committee, please let Kathy Velzen or Jeff Edwards know!

We will also include one at-large appointment. If being part of the conference committee interests you, please reach out to Kathy Velzen or Jeff Edwards.

As you think about becoming involved please note that we are tentatively scheduled to have a meeting of the Conference Committee on Friday, April 28 at the Hotel Elegante' in Colorado Springs. The meeting will run all day. On the day before this meeting (Thursday, April 27) CGFOA will host a free morning education seminar followed by a free networking luncheon and the 2nd quarter Board meeting. CGFOA will pay the cost of travel and hotel (if needed) for you to attend the Friday meeting. If you want to be involved, this is a fun way to meet CGFOA members and give of your time and talent to the organization. There will likely be one more Conference Committee meeting in August, location yet to be determined. It is important that you attend the meetings.

We look forward to hearing from some of you who are ready to get involved in CGFOA as a member of the Conference Committee!

Colorado GFOA

2017 BUDGET

January - December 2017

	TOTAL
REVENUE	
Coalition Meetings Revenue	4,500.00
Fall Conference Revenues	74,000.00
Membership Dues	28,000.00
Social and Networking Events	5,000.00
Sponsorships Received	7,250.00
Training Events Revenue	12,100.00
Total Revenue	\$130,850.00
COST OF GOODS SOLD	
Coalition Meetings Expense	7,500.00
Social and Networking Event Expense	22,000.00
Training Events Expenses	15,000.00
Total Cost of Goods Sold	\$44,500.00
GROSS PROFIT	\$86,350.00
EXPENDITURES	
Financial Aid Awarded	63,000.00
Foonotes Newsletter Expense	225.00
GFOA National Conference Expenditures	8,000.00
Insurance	1,300.00
Legal & Professional Fees	1,000.00
Library Materials Acquisition Expense	500.00
Meals and Entertainment	350.00
Misc General and Admin Expenses	66,650.00
Outreach Expense	500.00
Total Expenditures	\$141,525.00
NET OPERATING REVENUE	\$ -55,175.00
OTHER REVENUE	
Interest Earned	325.00
Total Other Revenue	\$325.00
NET OTHER REVENUE	\$325.00
NET REVENUE	\$ -54,850.00



**The 14th Annual CGFOA Golf Tournament is
scheduled for June 16, 2017 at Murphy Creek Golf
Course in Aurora!**

The 14th Annual CGFOA Golf Tournament is established as a must do for our CGFOA membership that consistently draws between 88 and 104 players.

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.

In addition, we are looking for one sponsor for the contest holes (longest drive and 2 closest to the pin holes each for men and women). For \$1000, this sponsor will have a sign with their name and logo at the tee box of each of the six contest holes and will present the prizes to the contest winners at the awards luncheon.

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, April 14. Please contact Kathy Velzen with information on the nature of your door prize sponsorship. Please use this link to sign up for hole sponsorship: <http://www.cvent.com/d/n5qmwh>

If you are making a monetary donation to the tournament, we will need to have payment by April 28 (credit card or checks made out to CGFOA). If you have any questions, please contact Kathy at the CGFOA office (303-922-4647), or call me at 303-384-8020.

Thank you for your continued support of CGFOA and for your assistance in making our annual golf tournament a success.

**CTAC Q1 Workshop Summary
February 3, 2017 – Parker, CO**

At the first quarterly meeting of CTAC earlier this month, members spent some time discussing: “What are the strengths and challenges of CTAC?”

Those results are posted here: a <http://www.cgfoa.org/AboutUs/CommitteesCoalitions/CTAC.aspx>.

A survey was sent to all CTAC folks on the listserv as well and below are the results of the survey (also posted at the same location listed above):

Discussion Topic #2 – What would you like to see MORE of at CTAC workshops?

Social Opportunities

81% - More activities mixing up auditors from different cities

52.4% - Ice cream breaks in the afternoon

33.3% - Fun tax party games

Soft Skills

56.7% - Taxpayer communication – 2017 Workshop & Conference

56.7% - Conflict resolution – 2017 Workshop

56.7% - Preparation for hearings, tax court, conferee, protest: documentation - Conference

Information Sharing

65.5% - Case Analysis: Current or past, what was learned - Conference

51.7% - An ongoing process for tax simplification and uniformity dialogue after the definitions project

51.7% - Legal research training

Intergovernmental Topics

56% - How to use CO DOR info to find noncompliance or audit possibilities

56% - Tax guides

56% - More hot topics

Codes & Ordinances

85% - Interpreting tax law

55% - Code comparisons

40% - Special language in ordinances that broaden tax base, i.e. Denver: finished goods value for use tax, Boulder: software as a service

Special Taxes

60.7% - Cloud computing, SAAS platforms as a service

50% - Digital products

46.4% - Telephone service taxation

Taxation Topics

52% - Fraud for the tax auditor - Conference

52% - All things nexus - Conference

40% - Streamline sales & use tax – trends in other jurisdictions

Audit Selection

80% - Best audit practices

70% - Audit selection tips

45% - Audit criteria

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CTAC Survey (continued from page 8)

Audit Techniques

59.3% - Best practices for going through huge data sets
 59.3% - How to get documents / investigate taxpayer when they will not disclose certain info under audit
 55.6% - Advanced auditing

Audit Documents

68.2% - Work papers best practices
 54.5% - Audit letters
 54.5% - Database of work paper samples from various jurisdictions

Collections

73.7% - How to initiate legal collections, i.e. liens, muni court, seizures
 63.2% - Collection best practices
 57.9% - Ways to maximize revenue collection

Technology

69.2% - Excel: techniques for large data sets
 65.4% - New uses of technology in audits
 53.8% - Point of sale system analysis

Did you know...

CGFOA offers three Listservs: Finance Professionals, Tax Audit Professionals, and Colorado Flood Resource Professionals. If you want to be added to one or more of the listservs, please email your request to Kathy Velzen at administrator@cgfoa.org. Be sure to note which list(s) you want to join.

Finance Directors Listserv

To be added to the Finance Officers Listserv, please send your request to Kathy Velzen at: administrator@cgfoa.org
Once added (it may take up to five days), you may email your Finance Officers Listserv questions to: finoff@lists.cgfoa.org

CTAC Listserv

To be added to the CTAC Listserv, please send your request to Kathy Velzen at: administrator@cgfoa.org
Once added (it may take up to five days), you may send your CTAC Listserv questions to: taxaud@lists.cgfoa.org

Colorado Flood Resources Listserv

To be added to the Flood Resources Listserv, please send your request to Kathy Velzen at: administrator@cgfoa.org
Once added (it may take up to five days), you may send your Flood Resources Listserv questions to: coflood@lists.cgfoa.org