



Newsletter

MARCH 2018

EDITION 1

WFOA Newsletter is published quarterly for members and friends of the Washington Finance Officers Association.

WFOA OFFICERS 2017 - 2018

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Jana Brown

PRESIDENT'S MESSAGE

Hello WFOA members! I am writing to you for our SPRING issue. Hallelujah, we have made it through another dark winter. Many of you reading this will be finishing up your annual reports or maybe working on your budget if you are a June fiscal. Either way, what we do is cyclical just like the seasons, and we always persevere just like the flowers pushing up through the ground. Spring is a time of renewal that brings joy and anticipation.

New for me this year, as your WFOA president is a year filled with much travel and opportunity. Last fall, I visited Anchorage, Alaska and went to the Alaska Government Finance Officers Association Conference. I learned about how Alaska is just now coming out of their recession, about the 13 Alaska Native Regional Corporations, and about the angst surrounding the Permanent Fund Dividend. I also enjoyed seeing some known faces like Paul Jarvis of TVI and John Fishbein from GFOA while there. In late February, I was scheduled to attend the California Society of Municipal Finance Officers Conference in Riverside, California. This was to be the largest of the three conferences with roughly 1,300 attendees and it was the one I was most excited to experience. We have learned a lot from attending this conference in the past and I was eager to see what was new and brewing within their association. I will be sure to share all my findings with our future conference chairs.

On the home front, the Board met in January and we were able to get much accomplished. We renewed our contract with MRSC to continue being our partner in providing administrative services, so it is still the best resource for all questions related to membership and non-conference training registrations. We also welcomed Toni Nelson as our MRSC representative on the Board to educate the Board and our members on financial legal matters.

Sadie Armijo, Sandy Langdon, and the rest of the Professional Development & Sustainability Committee are busy getting the intern program refined and blazing into full gear. They have changed some of the intern hiring process to ensure intern placement. After several years of experience, they realized it was better to separate the scholarship portion from the intern portion. Making this change allows a larger number of individuals to benefit rather than leaving unused budget on the table. Lastly, and most exciting, GFOA has reached out and would like to partner with our state intern program! What wonderful changes and opportunities these will be for the benefit and sustainability of our industry.

The Education Committee is humming along with Beth Wright and Mickie Cooper leading the way. We have several non-conference training classes listed and filling up. The group is working on the speakers and topics for both conference and non-conference training. This is a committee that is always looking for new topics, innovative ideas, and possible speakers so if you or someone in your organization has heard of something worthwhile please share it with any one of us and we will have the Education Committee look into it. Along those same lines, this committee is always looking for help in small and large ways, and this is a terrific way to get involved in WFOA. Just ask us how!

This is just a sampling of the work being done on your behalf. There will be other articles in this newsletter sharing more about the committees and their activities. As you read through, please consider Craig Warner's request for serving in our organization. Check out the application on the website and submit it to any one of us. It's a great way to stretch yourself, grow, and have fun all at the same time.

Today I was sent an inspiring quote I would like to share:
"Your possibilities are too magnificent to let them go to waste. So, remind yourself how capable

(Continued on next page)

**WFOA BOARD MEMBERS
& COMMITTEE CHAIRS****DAN LEGARD**

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MRSC Rep.
206-625-0916 Ext. 109
tnelson@mrsc.org

State Treasurer Rep.
Currently Vacant

**THANK YOU TO
OUR 2017 CONFERENCE
PLATINUM LEVEL SPONSORS**

KeyBanc
Capital Markets

**WELLS
FARGO**

WFOA Welcomes Toni to the Board!

By JANA BROWN*WFOA President*

Toni Nelson, Finance Consultant, will be our new MRSC Representative for WFOA. MRSC has been a fantastic partner providing administrative services, aiding in educating our members in legal financial topics and playing an invaluable role in helping WFOA connect to the various local government professional groups across the state. Toni Nelson joined Municipal Research and Services Center (MRSC) in 2014 as their public finance consultant but she has been someone who many of us have turned to for help for many years before that. (She started when she was 10.)

Toni has worked in local government finance since 1989 with half of those years providing on-site assistance and training to local entities throughout the state. Previous to her joining MRSC, Toni was the "Small Cities Specialist" for the Washington State Auditor's Office (SAO), Clerk/Treasurer for the Town of Twisp, and an independent local government consultant specializing in small to mid-size entities. Toni works closely with all of the state and regional organizations to provide educational classes and workshops on local government fiscal management, budgeting, and cash basis financial reporting.

A few things that you may not know about Toni is that she was born and raised in Anchorage, Alaska. She lived there for over 30 years. Her grandparents on both sides moved to Alaska in the mid-1940s and their sense of adventure is a big part of who Toni is today. She loves to travel and has lived in cities up and down the west coast from the big city of San Francisco to the small town of Twisp, she likes to meet new people and last but not least push herself to new limits both personally and professionally. Swimming across Lake Okanogan in Kelowna, B.C. has been one of those limits.

As Toni likes to say during her classes, there are "no cities or towns that she has not been to, nor are there any roads that she has not traveled on in Washington state."

All of these travels and experiences do not leave a lot of time for being home but when she is, she loves to cook and invite family and friends over to share.

MRSC is a private non-profit organization that supports local government in Washington state through consultation, research, training, and collaboration. They have an excellent website that is full of resources and if you unable to find the answer to your question. Contact Toni and she will help. Also, be sure to sign up for their newsletters! Go to www.mrsc.org

*Toni Nelson*

President's Message . . .

(Continued from page 1)

you are, and how important it is to act on those possibilities." -Ralph Marston -The Daily Motivator

This time of year, we all can get a little overwhelmed and discouraged. When inboxes and notifications keep flowing in we can sometimes forget or at least lose sight of what we could accomplish if we stretched ourselves. One way we deal with that here at the City of Poulsbo is working together strongly as a team, depending on, and supporting one another. We all have our roles, but I would say that we all share with each other when we have mountains in front of us that are challenging to climb.

Picture in your mind a single climber, all alone who is reaching for that out of range ledge; now picture the same climber with a rope clipped to him and a large group of people at the top hanging on to the line. It's not as scary sounding, right? Today, as I read that quote and write this article, I am reminded of how supported I feel by my team here at Poulsbo and by the incredible team that comes together through WFOA.... Who's on your team holding your rope? Remember that you are capable, the possibilities are endless, and you don't have to go it alone.

**THANK YOU TO
OUR 2017
CONFERENCE
DIAMOND LEVEL
SPONSOR**

AWC
**MEMBER
POOLING
PROGRAMS**

Vancouver Hosting WFOA's 63rd Annual Conference



By **CARRIE LEWELLEN**
2018 Conference Chair

The 2018 Local Conference Committee is excited to host the Washington Finance Officers Association's 63rd Annual Conference at the Hilton Vancouver Conference Center. Registration for the conference will open in May. If you plan to attend the conference, we recommend making your room reservations as soon as possible.

Pre-conference sessions and other conference activities will begin on Tuesday, September 18, with the general conference starting on Wednesday, September 19 and continuing until noon on Friday, September 21. The Education Committee is planning on multiple tracks of educational opportunities to enhance your professional skills. You will have many opportunities to network with your peers from across the state during the conference, or visit our sponsors and vendors to show you new ideas to assist in your day-to-day work. In addition, the Local Conference Committee is planning several other activities, including a golf tournament or a kayaking excursion on Tuesday. We will have several fun activities at the Wednesday evening Welcome Reception, which we plan to hold at the Esther Short Park. The City is in the process of building a new park close to the waterfront, which is only a few blocks from the Convention Center. You will notice a lot of new construction occurring along the waterfront. We hope you will find a few minutes to check out the walking paths along the river, and perhaps even walk through the Vancouver Historic Reserve.

As finance professionals, we continue to look for ways to "Find the Balance". This can be at work, work/life balance, or even through our daily exercise routines. You will even learn tips during the conference to help you in your day-to-day lives. Save the date, and please plan to join us at the 2018 WFOA Conference in Vancouver!

2018 WFOA Conference
Sept. 18 - 21, 2018



Hilton Vancouver
Convention Center
Vancouver, WA 98660

[REGISTRATION INFORMATION](#)

WFOA 2018 Annual Conference Sponsorship Opportunity



by **DAN LEGARD**
2018 Sponsorship Chair

On behalf of the WFOA Board of Directors and Membership, I would like to take this opportunity to thank all of our 2017 sponsors for their support of WFOA and our annual conference in Kennewick this past September. WFOA would not be able to provide our annual conference or all the benefits it brings to our membership without this generous support. This past year, sponsors helped to provide over 80 professional development sessions to nearly 700 attendees at the annual conference. Additionally, sponsor support has been integral in WFOA's overall efforts to enhance the annual conference experience for our members each year.

As we look forward to the upcoming 2018 annual conference in Vancouver, WFOA is excited to continue the relationships we've built with each of our sponsors and seek out new opportunities to develop partnerships with new sponsors. WFOA has worked closely with our new conference management partner Conference Solutions to identify ways to enhance our sponsorship program and add value for our sponsors. Depending on the level of sponsorship, those benefits may include complimentary or preferential exhibitor registration, complimentary conference registration, additional conference banquet tickets, logo recognition at the annual conference and for one year in the WFOA newsletter and on the WFOA website, and sponsorship of specific conference events.

If you are interested in becoming a WFOA sponsor, or know of a potential sponsor, please follow the link [2018 WFOA Sponsor](#) to start the process or contact me, Dan Legard, 2018 Sponsorship Chair, at 509-585-4477.

THANK YOU TO OUR 2017 CONFERENCE GOLD LEVEL SPONSORS

Bank of America
Merrill Lynch



CALLING ALL ACTIVE WFOA MEMBERS!!!

Now is Your Chance to be Considered for a Position on the WFOA Board of Directors



By **CRAIG WARNER**
President-Elect

The WFOA Nomination Committee (President, Past-President, and President-Elect) is soliciting candidates for open positions on the all-volunteer WFOA Board.

The Nomination Committee will take prior service to WFOA into consideration when making the selection. Also, in an attempt for diversity, the Nomination Committee attempts to maintain a well-balanced representation of all geographical areas of the state, size of the organization and types of government entities. However, Board positions are open to all!

For over 60 years, WFOA members have continued the tradition of promoting leadership, education and communication to the government finance officer in the State of Washington. This organization is one that has shown to be exceptional in all that it does and is respected by employers, our vendors, GFOA and many others across the nation. It is an honor to be a member of this highly esteemed organization and an even bigger privilege to be a Board member.

Being a Board member is demanding, rewarding, fun, and an exciting way to contribute to the organization. We meet quarterly at various locations across the state. The time commitment depends upon the board position tasks and assignments and can be significant. If you are or know someone who is interested in serving on the Board, please email me at craig.warner@co.yakima.wa.us by April 6.

WFOA Internship/Scholarship Program: Application Period Now Open

By **SANDY LANGDON**

The application process for the WFOA Internship/Scholarship Program has begun. The program's goal is to encourage college students toward a career path in government finance, and to promote the understanding that careers in government finance can be very diverse, stable, and rewarding. To encourage students to explore a career in government finance, WFOA is offering seven scholarships and paid internships to seven students. Students may apply for a scholarship or an internship or for both a scholarship and an internship.

Each of the internships has a \$5,000 allotment per entity. The internship is managed through the entity and is paid to the student in the form of wages and/or benefits. The internship program is designed to introduce the student to the financial operations of a governmental entity. One person from the entity will act as a mentor to work closely with the student and assist in developing their knowledge and enriching their work experience. The program encourages the student to experience activities such as, general cash receipting, accounts receivable, accounts payable, budgeting and financial reporting.

Each of the student scholarships offers \$1,000, which may be used toward tuition, student loans, or a one-time payment to the student after being hired in a permanent government finance position.

Members are encouraged to give consideration to their need for an intern and submit their interest along with potential internship projects to the committee chair. A committee will then review the applications and award the internship in mid-April. Successful entities will be asked to establish an agreement with WFOA to accept the funds for reimbursement of the paid internship. The due date for members as well as students to submit their application for this program is April 11, 2018.

For more information please visit the WFOA website or contact Sandy Langdon at slangdon@marysvillewa.gov

THANK YOU TO OUR 2017 CONFERENCE SILVER LEVEL SPONSORS



GASB UPDATE



By STACIE TELLERS

Legislative and Professional Standards Chair

The Governmental Accounting Standards Board (GASB) establishes generally accepted accounting principles (GAAP) for U.S. state and local governments. All statements, exposure drafts and other documents for public comment are available from the [GASB website](#), free of charge.

If you are working on your December 31, 2017 statements, you will want to look out for the following GASB statements:

- Statement No. 73 – Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB Statement 68 – The requirement that any assets accumulated for a pension plan that does not meet the criteria of GASB 68 be reported as assets of the employer is effective for 2016. The remaining requirements of this statement are effective for 2017.
- Statement No. 74 – Other Post-Employment Benefits (OPEB) Plan Reporting – This statement replaces Statements No. 43, Financial Reporting for Post-Employment Benefit Plans Other Than Pension Plans, No. 57, OPEB Measurements by Agent Employers and Agent Multiple-Employer Plans, No. 25, Financial Reporting for Defined Benefit Pension Plans and Note Disclosures for Defined Contribution Plans, and No. 50, Pension Disclosures. If you have a defined benefit and defined contribution OPEB Plan administered through a qualified trust, this statement is for you.
- Statement No. 80 – Blending Requirements for Certain Component Units – This statement amends the blending requirements for certain component units established in paragraph 53 of Statement No. 14, The Financial Reporting Entity, as amended.
- Statement No. 81 – Irrevocable Split-Interest Agreements – This statement improves the accounting and financial reporting for irrevocable split-interest agreements.
- Statement No. 82 – Pension Issues – An Amendment of GASB Statements No. 67, No. 68, and No. 73 – This statement addresses issues related to payroll related measures, treatment of deviations from the guidance in the Actuarial Standard Practice for financial reporting purposes, and the classification of payments made by employers to satisfy plan member contribution requirements. This statement is effective in 2017, except for the requirement of the statement that relates to the selection of assumptions in a circumstance in which an employer's pension liability is measured as of a date other than the employer's most recent fiscal year end, in this case the portion of the statement related to this is effective in 2018.
- Implementation Guide 2016 -1 – this guide provides guidance that clarifies, explains, or elaborates on GASB Statements. This G-guide discusses Disclosures related to deposits and investments, cash flows reporting, financial reporting, pensions, and more.

Advanced Refunding Bonds

By STACIE TELLERS

In December 2017, a tax bill was signed into law. Included in the tax bill was language that ended the federal tax break for new advanced refunding bonds. Advanced refunding bonds have been a favored debt tool for entities, allowing an entity to refund (defease) outstanding debt beyond 90 days of the bonds call date to take advantage of lower interest rates or new payment terms.

Tax exempt bonds are also favored by investors since the interest income is exempt from federal income taxes. In most states the interest received on tax exempt bonds is exempt from state and local taxes.

There are discussions at the federal level about restoring the ability to issue tax exempt advanced refunding bonds; however at this time nothing has changed the new law. GFOA is continuing to advocate for the full restoration of the tax-exempt advanced refundings. If you have questions regarding bonds and the impact of this change, reach out to your bond attorney and financial advisors today.

THANK YOU TO OUR 2017 CONFERENCE BRONZE LEVEL SPONSORS



Auditor's Office to Host Filing Workshops Across State

The State Auditor's Office once again is offering annual report filing workshops across the state. The workshops are designed to help local governments file their annual financial reports and meet the statutory requirement to submit those reports within 150 days of their fiscal year's end.



Similar to last year, Auditor's Office personnel will bring laptops, and governments should sign up for a one-hour appointment for one-on-one assistance.

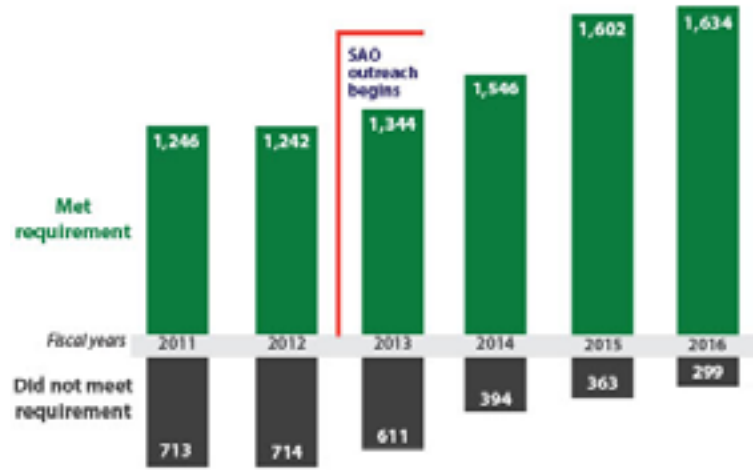
The table below shows the planned dates and locations for the workshops; registration officially opens on March 9, 2018.

If you have any issues with registration or other questions, please contact Brittany Wallace at 360-725-5339.

DATE	CITY/AREA
April 10	Aberdeen
April 11	Chehalis
April 12	Vancouver area
April 17	Omak
April 18	Wenatchee
April 24	Dayton
April 25	Pullman
April 26	Spokane area
May 1	Moses Lake
May 2	Richland
May 3	Yakima
May 8	Burlington
May 9	Marysville
May 10	Renton area
May 11-24	Olympia



The number of local governments that filed annual financial reports as required increased



Note: Total number of governments in Washington varies slightly over time as some new governments are formed, and others are dissolved or merged.

WASHINGTON REGIONAL FINANCE OFFICER GROUPS

Sno-King Utility Finance Officers
 Quarterly: as announced
 Contact: Robert Wagner
 360-668-6766 ext.103
 robertw@crossvalleywater.net

Puget Sound Finance Officers Association
 2nd Wednesday of February-March, May-August, October-December
 Contact: Kim Krause
 206-439-3150
 kimk@burienwa.gov

Olympia AGA
 (www.aga-olympia.org)
 Monthly – as announced
 Contact: Stefanie Niemela
 360-725-4402
 stefanie.niemela@del.wa.gov

Eastern Washington Finance Officers Association
 Second Friday in May & October
 All-day workshop
 Contact:
 Marsha Peterson
 509-745-8871
 waterville@nwi.net

SW Washington Finance Officers
 Feb., May, & Nov. (location TBA)
 Contact: Mari Ripp
 360-225-8281 x114
 rippm@ci.woodland.wa.us

Central Washington AGA
 Monthly: Second Wednesday, noon
 Contact: Judy Pless
 509-962-7502
 judy.pless@co.kittitas.wa.us

A DISTINCTION WITH A BIG DIFFERENCE

Name Brand Specification vs. Sole-Source Procurements

By Washington State Auditor's Office
 Specifying a name brand during the procurement process is not the same as declaring a purchase sole source. Local governments need to know the difference to ensure the documents supporting both types of procurement are complete and accurate.

Specifying a name-brand product

Any local governments may specify a name brand product during the procurement process. The first step is to draft specifications of what it intends to purchase: thorough documentation should include the brand required, why only this manufacturer's equipment meets current operational needs, and why another manufacturer's equipment could not be substituted. This documentation should be maintained and periodically evaluated to ensure the specific brand is still required. Based on the purchase's estimated cost, the government then follows the applicable procurement processes.

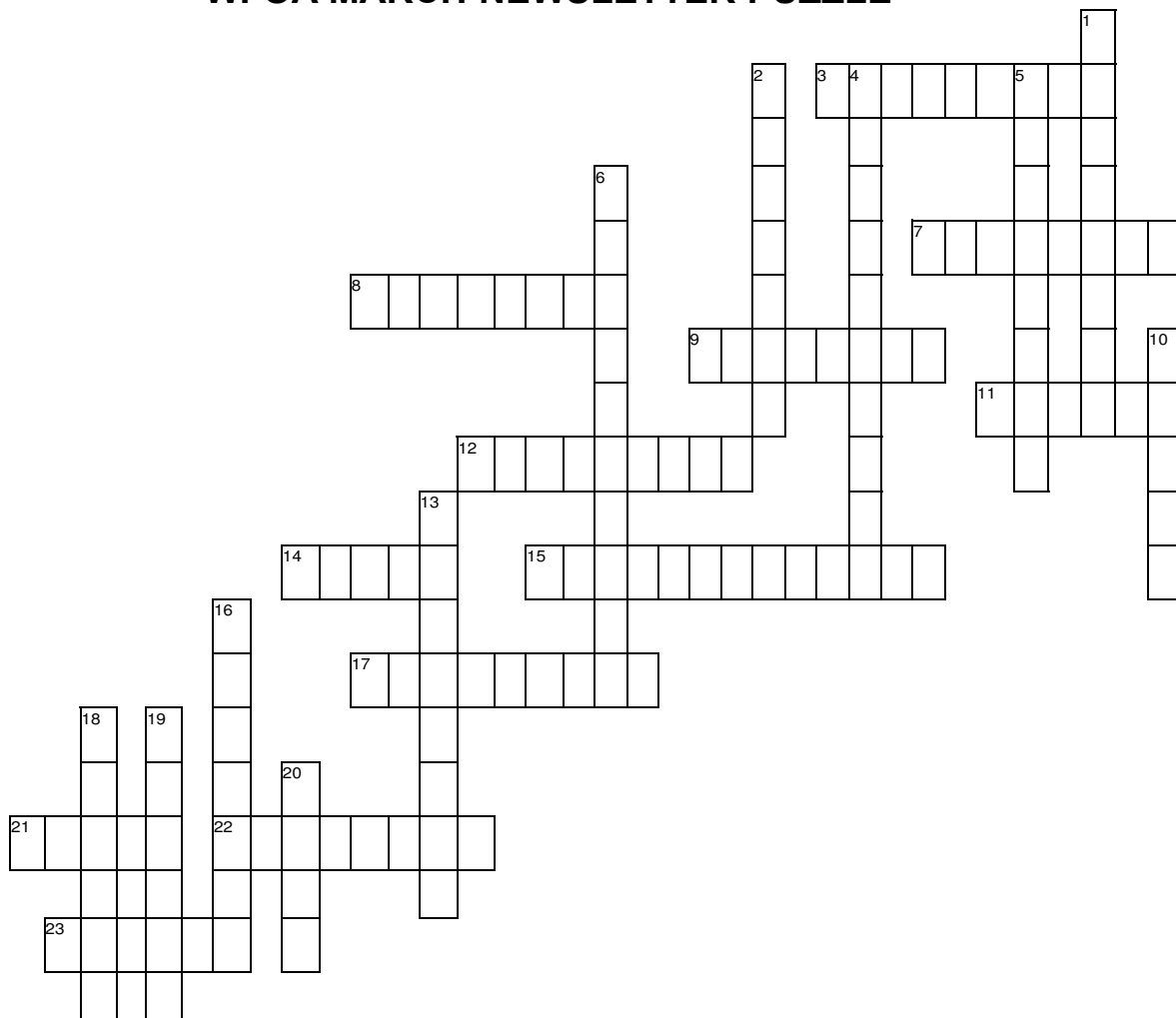
Making a sole-source purchase

Sole-source purchases are purchases limited to a single vendor who alone can provide the product required. If an item (even a specific name brand) is available from more than one vendor, it is not appropriate to declare the purchase sole source. To be considered a sole-source exception, the purchase must be clearly and legitimately limited to a single vendor. Nonetheless, purchasers should make reasonable efforts to ensure it is receiving the lowest price and best terms from the vendor.

Audit requirements are the same in both cases

For audit purposes, documentation should be maintained for each step in the process, including the name brand specification, sole-source evaluation, and the bid law process followed by the local government.

WFOA MARCH NEWSLETTER PUZZLE



ACROSS

- 3. New board member Toni was born in ____
- 7. On the Tuesday before the conference, WFOA is offering a ____ excursion
- 8. First scheduled SAO filing workshop is here 9. May 2 scheduled SAO filing workshop is here
- 11. Toni ____ is joining the WFOA Board, representing MRSC
- 12. California's 2018 conference was held in ____
- 14. Internship applications and board nominations due in ____
- 15. MRSC assists WFOA with ____ training registration
- 17. This year's WFOA conference is being held in ____
- 21. GASB Stmt 81: irrevocable ____-interest agreements
- 22. WFOA internships have a five ____ dollar allotment per entity
- 23. This WFOA program, reports Pres. Jana, is being refined

DOWN

- 1. GASB Stmt 82 amends 3 stmts dealing with ____
- 2. WFOA 2018 conference theme: Find the ____
- 4. President + Past President + President-Elect = ____ Committee
- 5. New tax law ended tax break for ____ refunding bonds
- 6. Our new conference management partner is ____ Solutions
- 10. Pres. Jana learned about the ____ surrounding AK's PFD
- 13. GASB Stmt 80: ____ requirements
- 16. Quoted by Pres. Jana: Ralph ____
- 18. SAO is offering annual report ____ workshops 19. Wednesday's conference welcome reception is
- 19. Wednesday's conference welcome reception is scheduled at ____ Short Park
- 20. Don't use ____ source if you can buy from >1 vendor

Here's the puzzle phrase for this issue. It's a bit longer than usual. Send your answer (just the phrase, I don't need to see the whole puzzle) within 2 weeks of publication of this newsletter to speigle@comcast.net for your chance for the fabulous prize... a \$5 Starbucks gift card. The clues below are the First (F) or Last (L) letters in the word from the puzzle, for the letter where 2 words intersect (X), or the xth letter of a word (if 2 across was WFOA, 2A3 would be "F"). Good luck! And congratulations to Jenny Willis from the City of Richland. Hers was the correct answer chosen from the last newsletter: Her winning answer? "Seasons Greetings".

_____ **W** _____
 2F 20L _____ 10F 19L 12L _____ 21L 3A4 6L _____ 1/7X 22L 5/11X 20F _____ 4D2 18F

 4D3 14F 9F 6F 3A4 _____ 16F 8F 5L 11F 3L 21F 10D4