

Conference Schedule At-A-Glance

Tuesday, April 16

6:00pm - 10:00pm President's Reception – Sponsored by US Bank

Wednesday, April 17

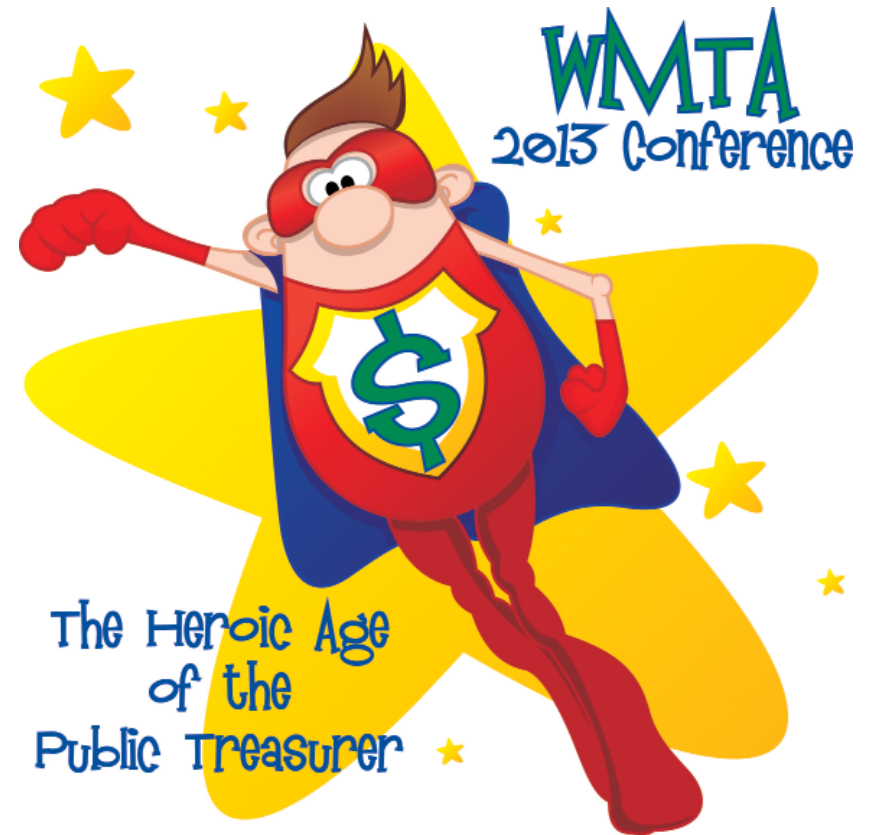
8:00am - 2:30pm Conference Registration Table Open
8:30am - 12:00pm Raising Revenue in Difficult Times
Treasury Management Tools
10:00am Golf Tournament Starts
12:00pm - 1:00pm Box Lunch
1:00pm - 4:30pm Bonds 101: Public Fund Investing
Banking Service RFP, From Issuance to Bank Conversion
6:00pm Dinner at Campbell's Resort

Thursday, April 18

6:30am Chelan Riverfront Park Walk/Run
7:30am - 3:00pm Conference Registration Table Open
7:30am - 8:30am Buffet Breakfast
8:30am - 11:45am Welcome and General Session
11:45am - 1:00pm Lunch and Business Meeting
1:00pm - 2:30pm Roundtable Sessions
2:30pm - 2:45pm Break
2:45pm - 4:15pm Roundtable Sessions
5:30pm - 6:30pm Wine Tasting Reception
6:30pm - 7:15pm Banquet Dinner
7:15pm - 8:00pm Live Scholarship & Silent Auction
8:15pm - 9:15pm Music Entertainment - The Coats

Friday, April 19

7:30am - 8:30am Buffet Breakfast
8:30am - 10:00am Roundtable Sessions
10:00am - 10:30am Break and Scholarship Raffle Drawing
10:30am - 12:00pm Roundtable Sessions



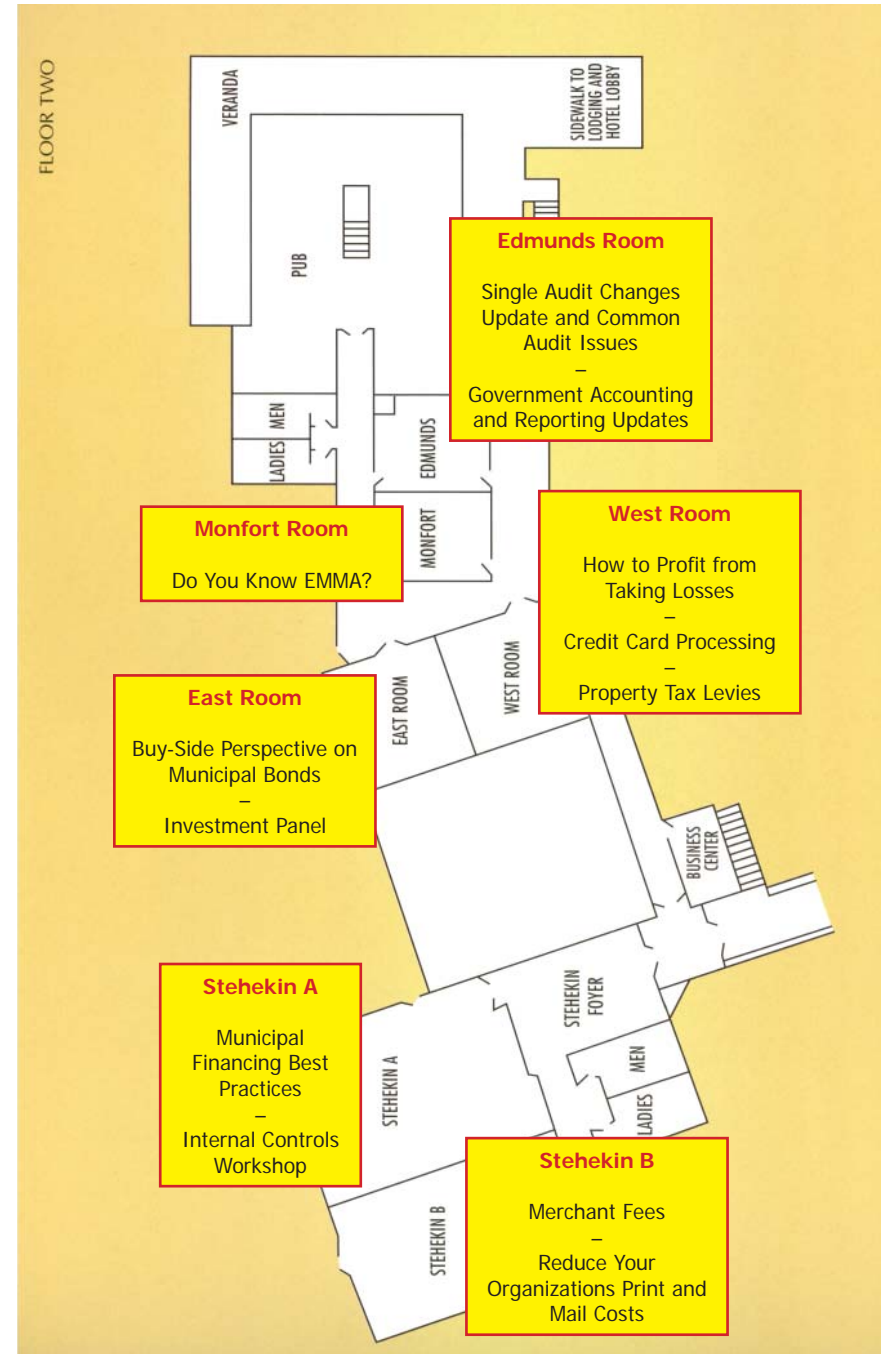
WMTA 30th Annual Conference
April 17-19, 2013
Campbell's Resort & Conference Center
Chelan, Washington

Conference Handbook

WMTA Mission Statement

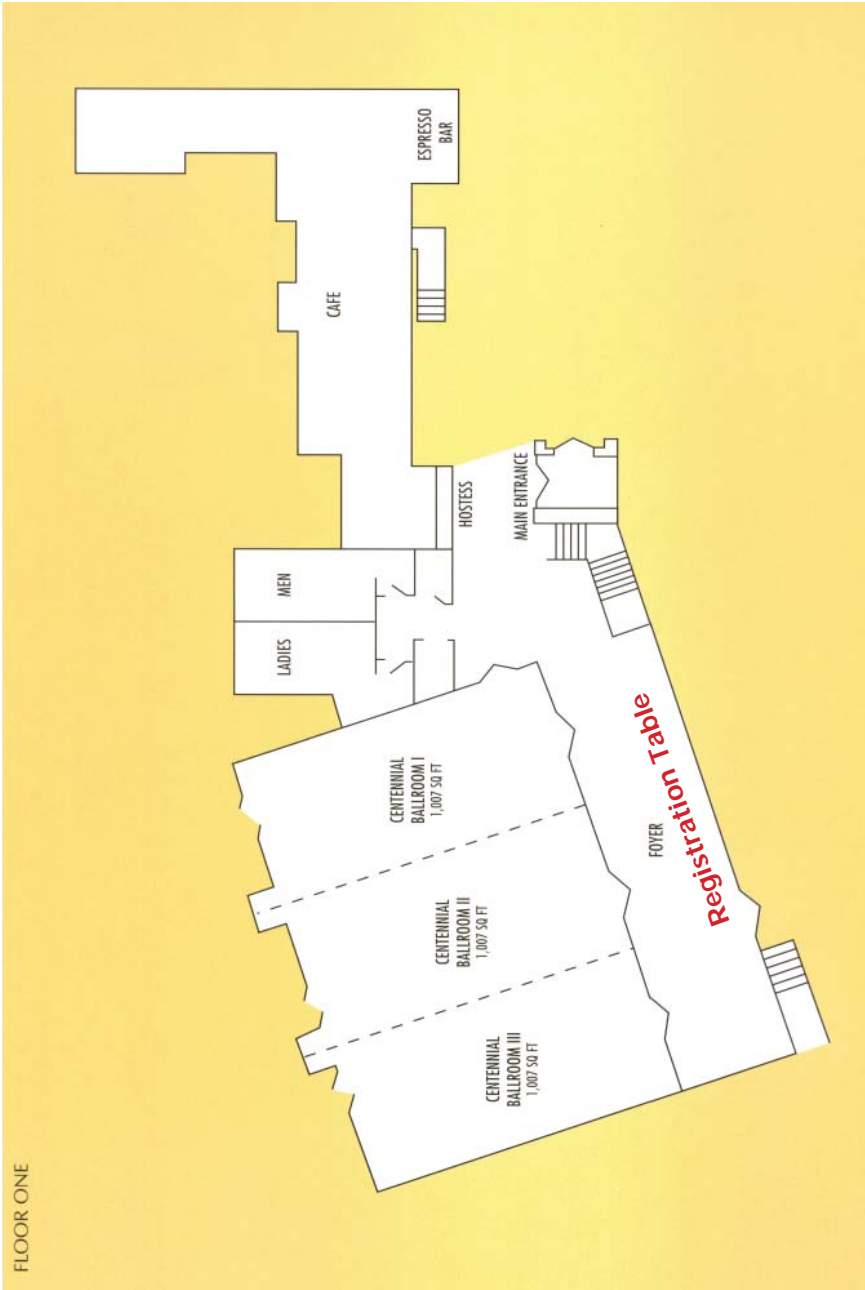
To promote the profession of Municipal Treasurers in the state of Washington through education, mutual support, professional recognition, and legislative advocacy.

You can visit the WMTA website at www.wmta-online.com



Upper Level





FLOOR ONE

Lower Level



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Conference Schedule At-A-Glance Back Cover



President's Welcome

Welcome to the 30th Annual Washington Municipal Treasurer's Association conference! The WMTA Board and myself are very excited about this year's conference program. I hope you will be too, after reviewing this booklet.

It is amazing to me that this great organization has been doing this conference for 30 years! A lot has changed over time, but this is still a wonderful way to share knowledge, experience and gain information for our entities back home. So it is with a heavy heart that WMTA says farewell to two of our members who helped form this organization.

George Arlen Khtaian Jr. (1930-2012) was one of the founding fathers of the WMTA. He was our first President of the association. George was employed



as the Finance Director, City Clerk, Treasurer of the City of Anacortes for 28 years, before his retirement in 2004. Along with Harry Wong (formerly with City of Bellevue), Lloyd Hara (formerly with City of Seattle and now King County Assessor), and Paul Kusakabe (formerly with City of Redmond, and later Renton), George helped start WMTA as the second preeminent local finance officer organization in the state. His legacy lives on as judged by the continuing success of WMTA and quality of people who continue to populate the board.

Rodney Gilbert Rich (1933-2013) was a past director and chair of the Municipal Treasurers' Association of the US & Canada. Rodney was the Director of Investments for the City of Seattle, a job he truly loved and did for over 30 years. He was also a board member of the Seattle City Employees Retirement System Board of Administration, and served as a trustee for the City of Seattle Deferred Compensation Committee. We owe a debt of gratitude to both these men who will be sorely missed.



Our conference theme this year is "Super Heroes" because that's what each of you are. We live in a hectic, ever-changing world where we wear many hats, and get more work done per person than ever before in modern times. And government workers in particular, do all this in the political environment, which often makes accomplishments even more difficult. So loosen your super-hero cape and relax while here in Chelan. Take in the information offered, and network with old and new friends. By the end of the week we will be recharged and ready to save the world. Again.

Dianne Nelson, President

Committee Volunteers

We Want YOU!

The WMTA Board is looking for members for the various committees and positions. If you are interested in any of the following, please contact us. Contact information for the board members are on our website at www.wmta-online.com.

Audit

Budget

Conference

(Auction, Decorations, Entertainment, General Session, Golf, Raffle, Registration, Sponsors, Walk/Run)

Education

Historian

Investment Policy Certification

Legislative

Membership

Newsletter

Nomination

Scholarship



The Board's Message

As we wrap up on the final day of conference, it is our goal that your time here has been well spent. We would like to ask that you take a moment to consider the following questions about this week.

- Did you meet new friends?
- Did you collect new networking contacts?
- Did you obtain any new or updated information?
- Did you get a chance to relax, have fun, and feel refreshed?

Hopefully you can answer "yes" to one or several of these questions. We are very interested in your feedback. We encourage you to complete your **WMTA 2013 Conference Surveys** which will be sent to you via email. Your comments help us make plans and improvements for next year's conference.

We thank each of you for your attendance and participation this year. Don't forget, the WMTA Board is always looking for enthusiastic individuals to assist with next year's conference. If you are interested in helping out with any of the conference or board committees (audit, budget, conference, education, historian, investment policy certification, legislative, membership, newsletter, nomination, or scholarship), please call or email any board member. You can find our phone and email addresses on the website at www.wmta-online.com.

Put your future in good hands - your own.

- Author Unknown

Conference Sponsors

The WMTA Board and the Conference Chair would like to extend a very special **thank you** to all the sponsors who have helped make this 2013 conference a success. A conference such as this requires significant financial resources. The generosity of the sponsors allows the WMTA to continue to provide quality educational programs at an affordable cost.

Sponsors provide financial assistance for events such as the President's Reception, meals, break refreshments, receptions, the Chelan Riverfront Park Walk/Run, tote bags, T-shirts, the golf tournament, and much more.

A complete listing of all conference sponsors is also included in your registration packet. Throughout the conference, please take a moment to welcome and thank the representatives of these businesses.

Bank of America Merrill Lynch

Bank of New York Mellon

Cantor Fitzgerald

Cashmere Valley Bank

D.A. Davidson & Co.

Foster Pepper

Government Perspectives

KeyBank

K&L Gates LLP

Martin Nelson & Company

Piper Jaffray

Raymond James

SDM Advisors

Seattle Northwest Securities

Sterling Bank

Time Value Investments, Inc.

US Bank

Vining Sparks

Wells Fargo Bank

Thank You!



General Information

Badges

Please wear your Conference badges to all functions.

Conference Registration

The WMTA Conference Registration Table is located in the foyer of Campbell's Resort & Conference Center. All Conference attendees must register and obtain identification badges for themselves and guests who will be attending Conference activities. To receive your Conference materials and Conference badge, please check in at the Conference Registration Table.

Meals

Meals provided with conference registration include:

- Wednesday pre-conference box lunch
- Wednesday dinner at Campbell's
- Thursday buffet breakfast
- Thursday lunch
- Thursday wine tasting reception and banquet dinner
- Friday buffet breakfast
- Friday snack

Meal Tickets

Tickets for meals may be purchased during the conference at the Conference Registration Table.

Meal	Wednesday, April 17	Thursday, April 18	Friday, April 19
Box lunch	\$15	---	---
Breakfast	---	\$20	\$20
Lunch	---	\$20	---
Dinner at Campbell's	\$25	---	---
Banquet dinner	---	\$35	---

Nominations for 2013-14 Board

President

Deborah Booher, Finance Director, City of Poulsbo

President-Elect

Michael Olson, Deputy Director, Finance and Administration, City of Kirkland

Secretary

Stephanie McKenzie, Finance Director, City of Enumclaw

Treasurer

Elizabeth Alba, Deputy Finance Director/City Clerk, City of Toppenish

Immediate Past President

Dianne Nelson, Finance Director, City of Monroe

Board Members

Position No. 1 - 2012-13

Cheryl Grant, Finance Director, City of Chelan

Position No. 2 - 2013-15

Kari Sample, LGIP Administrator, Washington State Treasurer's Office

Position No. 3 - 2011-13

Joy Culp, Clerk Treasurer, City of Republic

Position No. 4 - 2013-15

Shelly Carter, Accountant, City of Olympia

Position No. 5 - 2011-13

Vacant

Position No. 6 - 2013-15

Nicole Muegge, Banking & Investment Officer, Thurston County Treasurer

Position No. 7 - 2013-15

Philip Steffen, Senior Accountant, City of Anacortes

APT US&C Representative and Ex-Officio

Doug Extine, Deputy Treasurer, Washington State Treasurer's Office



President's Award

Presented each year by the outgoing WMTA President, this award is given . . .

In recognition and appreciation for years of outstanding contributions to the membership of the Washington Municipal Treasurers Association.

<u>Year</u>	<u>Recipient</u>
1996	Kris Tompkins
1997	Not awarded
1998	Rosie Rumsey
1999	Ron Strabbing
2000	Not awarded
2001	Wendy Picinich
2002	Jim Hendrickson
2003	Steve Kimble
2004	Monica Haarstad
2005	Nanci Lien
2006	Kelly Devlin
2007	Nanci Lien
2008	Arif Kanji
2009	Rick Patrick Robbi Stedman
2010	Robbi Stedman
2011	Doug Extine
2012	Doug Merriman

General Information

Dress

Casual or business attire is appropriate for all conference activities.

Conference Facilities

With the exception of the Golf Tournament, all conference activities will be held at Campbell's Resort. For your convenience, a site map is included inside the back page of this handbook.

Business Center

Campbell's Conference Center provides a business center for guests needing a private office, equipped with computer, internet, fax, copier, etc. Wireless internet is also available. The Business Center is located on the second floor of the Conference Center (just above the WMTA Conference Registration Table).

Wireless Internet Access

Campbell's Resort offers wireless internet access to their guests. Wi-Fi login cards are available at the hotel registration desk.

**Shoot for the moon.
Even if you miss, you'll
land among the stars.**

- Les Brown



Badges & Ribbons

We ask for all conference attendees to wear their name badges to gain admission to conference activities and meals.

To assist you in recognizing officers, board members, and other conference participants, ribbons have been color coded as follows:

- President** – Dark green
- President-Elect** – Dark blue
- Secretary** – Dark blue
- Treasurer** – Light yellow
- Board Member** – Burgundy
- Immediate Past President** – Red
- Past President** – Purple
- Committee Member** – Red
- First Time Attendee** – Turquoise
- Honorary Life Member** – Light yellow
- Honorary Guest** – White
- Sponsor** – Green
- Speaker** – Bright yellow
- Facilitator** – Black

2012-13 Officers & Board Members

Officers

President

Dianne Nelson, Finance Director, City of Monroe

President-Elect

Deborah Booher, Finance Director, City of Poulsbo*

Secretary

Stephanie McKenzie, Finance Director, City of Enumclaw

Treasurer

Michael Olson, Deputy Director, Finance and Administration, City of Kirkland

Immediate Past President

Doug Merriman, Finance Director, City of Oak Harbor

Board Members

Board Position No. 1

Cheryl Grant, Finance Director, City of Chelan

Board Position No. 2

Kari Sample, LGIP Administrator, Washington State Treasurer's Office

Board Position No. 3

Elizabeth Alba, Deputy Finance Director/City Clerk, City of Toppenish

Board Position No. 4

Shelly Carter, Accountant, City of Olympia

Board Position No. 5

Laurie Hale, Treasury Manager, City of Cheney

Board Position No. 6

Nicole Muegge, Banking & Investment Officer, Thurston County Treasurer

Board Position No. 7

Philip Steffen, Senior Accountant, City of Anacortes

APT US&C Representative and Ex-Officio

Doug Extine, Deputy Treasurer, Office of the State Treasurer

*Conference Chair



Past Conference Themes

Year	Theme	President
1984		George Khatian
1985		Lloyd Hara
1986		Paul Kasakabe
1987		Betty Nahoopii
1988		Harry Wong
1989		Lillian Luark
1990	Country Western - "Visit Treasurers' Country"	Ann Berger
1991	50s and 60s - "Remember When"	Paul Gudgerisson
1992	Cruise - "Keeping Afloat in the 90s"	Kristine Miller
1993	Hawaiian Luau/South Seas - "Treasure Island"	Dale Sciuchetti
1994	Country Western - "A Fist Full of Dollar\$"	Wendy Picinich
1995	Star Trek - "Trekking Toward Tomorrow"	Rob Hendrickson
1996	Irish - "Green Grow the Dollar\$"	Mike Murphy
1997	Jungle - "A Financial Safari"	Connie Leonard
1998	Sports - "Financial All-Stars"	Rosie Rumsey/ Randy Krumm
1999	South of the Border - "Viva La Finance"	Ron Hupp
2000	Handyman - "Tooltime for Treasurers"	Jim Hendrickson
2001	Circus - "Under the Treasury Big Top"	Monica Haarstad
2002	Train - "All Aboard the Treasurers Express"	Paulette Alvarado
2003	Cameras - "Focus on Finance"	Ron Strabbing
2004	Money Makes the World Go 'Round	Yvonne Ziomkowski
2005	Financial "Ports of Call"	Craig Kerr
2006	Financial "Roundup"	Allan Martin
2007	Mardi Gras - "Ooh La La \$\$ Moo La La"	Doug Extine
2008	Fishing for Silver - 25th Anniversary	Doug Extine
2009	Follow the Financial Brick Road	Nanci Lien
2010	Diving for Treasure	Michael Legarsky
2011	Reaching the Summit	Doug Merriman
2012	Gardening - Digging for Dollars	Dianne Nelson



**You have brains in your head.
You have feet in your shoes.
You can steer yourself in any direction you choose.
You're on your own.
And you know what you know.
You are the guy who'll decide where to go.
- Dr. Seuss**

**Our greatest glory is
not in never failing,
but in rising up every
time we fail.
- Ralph Waldo Emerson**

**When the world says, "Give
up," Hope whispers, "Try it
one more time."
- Author Unknown**

**To the question of
your life, you are
the only answer. To
the problems of your
life, you are the only
solution.
- Jo Coudert**



CPE/CPFA Credits & Feedback

CPE/CPFA/ACPFA Credits

CPE, CPFA, and ACPFA credits for continuing professional standards are available for each of the sessions. Attendees should sign the attendance sheet at each session. The center of this Conference Handbook includes a "Record of Attendance" sheet to be completed and retained by attendees to verify attendance. WMTA will provide copies of the sign-in sheets online for CPE credits and other attendance verification purposes. For other certifications, attendees should be sure to retain your handbook "Record of Attendance."

Feedback and Comments

In our continuing effort to utilize technology to conserve resources, WMTA will be gathering your conference feedback through a quick and user friendly survey. The survey will be emailed to all conference attendees next week. When you receive the email, we would appreciate you taking a couple of minutes to share your thoughts about this year's conference. Your comments will help us to plan future conferences.

To ensure that you receive the survey, MRSC needs to have your current email address. If you need to update your email information, just stop by the Conference Registration Table. You can also update your information online on the WMTA's website (wmta-online.com) by clicking on the **Membership** button and accessing your membership record.

APT US&C

Certified Public Finance Administrator (CPFA) recognizes public treasury and finance officials who have demonstrated a high level of professional competency through continuing education and professional experience. Successful applicants must have earned sufficient education and experience points and been a member of APT for two consecutive years. Members who already have the CPFA designation are required to maintain the certification every five years. Educational programs are offered at CPFA approved university programs; APT state association conference and annual APT conferences. See the APT US&C website for the new Advanced Certified Public Finance Administrator credential.

Investment Policy Certification allows public treasury officials to submit their government's investment policies to APT for peer review. The association's Investment Policy Program provides public investors with guidance and technical assistance in developing a comprehensive written investment policy. APT's model investment policy includes those elements that are essential to a good policy and includes an outline to help develop policies suited to your entity.

Cash Handling Certification provides treasury officials the opportunity to submit their government's cash handling program for review and certification. APT's model cash handling manual is an excellent resource that includes training modules, glossary of terms, a cash handling training seminar syllabus, sample cash handling legislation, and an application for the certification program. The association's cash handling training seminars are open to public treasury officials throughout the year.

Debt Policy Review and Certification program provides treasury and financial officials with the Debt Policy Handbook to be used as a guide for preparing their own unique policy. This handbook provides practitioners with the information necessary for preparing a comprehensive capital financing policy. It includes chapters on: assessment and funding alternatives; issuance of obligations; administration of obligations; and using pertinent internet sites. The handbook includes instructions and an application to have your policy certified.

For more information on these and other certification opportunities, visit the APT US&C website at www.aptusc.org.



APT US&C

The Association of Public Treasurers of the United States and Canada (APT US&C) is a non-profit corporation established in 1965 with the express purpose of serving public treasury officials.

The Association provides educational seminars and conferences, publications, policy and legislative information, and technical assistance to members.

APT's key areas:

- Cash Management
- Bank Services
- Investment Policies & Practices
- Debt Management
- Internal Controls
- Pension & Benefits Administration
- Technology
- Cash Handling
- Revenue Collections
- New Revenue Sources

Join us for our 48th annual conference:

August 4-7, 2013
J.W. Marriott | Houston, Texas

WMTA scholarships may be available. Visit wmta-online.com.

For information about APT US&C and its programs see their website or contact their office at:

APT US&C
2851 S. Parker Road, Suite 560
Aurora, CO 80014
(720) 248-2771 • (866) 681-2797
(303) 755-7363 Fax
www.apтусc.org
info@apтусc.org

Conference Program – Wednesday

Conference Registration Table Hours 8:00am - 2:30pm

Golf Tournament 10:00am - 5:30pm
Sponsors: KeyBank, Piper Jaffray, Seattle Northwest Securities, and Vining Sparks

Raising Revenue in Difficult Times 8:30am - 12:00pm
Location: Stehekin A (upper Level)

Alice Ostdiek of Foster Pepper and **Sri Krishnan** with City of Kirkland, will describe creative strategies cities and other public entities have used to add or increase revenues. With decreasing budgets and increasing prices, find out ways you can optimize revenue, while being mindful of legal and audit pitfalls.

Treasury Management Tools 8:30am - 12:00pm
Location: Stehekin B (upper Level)

Jennifer Verdugo of US Bank and **Dean Walz** with the City of Olympia will provide information on Treasury Management Products and Services, and will discuss Bank Fraud for all types of Collections and Disbursements – especially for Ecommerce and Warrants/Controlled Disbursements. This will tie into the Treasury Management Products that can assist you in Fraud Prevention and detection.

Box Lunch 12:00pm - 1:00pm
Location: Stehekin Foyer (upper level)
Sponsor: Time Value Investments, Inc.

Bonds 101: Public Fund Investing 1:00pm - 4:30pm
Location: Stehekin A (upper Level)

This popular class returns with new added value. **Paul Jarvis** of Time Value Investments will diagram a typical bond, discuss premiums and discounts, address GFOA "Best Practices" for transacting bond purchases,



Conference Program – Wednesday

and help you identify how likely a bond is to be called. In a newly added section, he will also demonstrate what happens if you need sell a security before maturity.

Banking Service RFP, From Issuance to Bank Conversion

1:00pm - 4:30pm

Location: Stehekin B (upper Level)

Nicole Muegge with Thurston County along with a panel representing several Financial Institutions will walk you through the entire RFP process. The panel will include **Ed Hiddelson** of Wells Fargo, **Tristen Ross** with Key Bank, **Pete Sullivan** for Bank of America, and **Paul Wentink** of US Bank. This presentation will be broken up into three segments.

1:00pm – RFP Development

The first hour will cover many components of an RFP document. We will provide tips on how to best organize your RFP document in a way that will improve the quality of the responses you receive back.

2:15pm – Analyzing Bid Responses

Here, we will discuss the RFP review process. We will share tips and tools to help you analyze your responses in ways that fairly evaluate each of the bids received. We will also cover many of the direct and indirect costs that should be included in your analysis.

3:30pm – Managing a Bank Conversion Project

What you need to know about changing banks. This final segment will cover developing and managing a bank conversion project management plan.

Dinner at Campbell's Resort

6:00pm

Location: Terrace Tent

Sponsor: Bank of America Merrill Lynch, Piper Jaffray

This is a casual affair and a chance to meet new friends and catch up with old ones. No need to drive anywhere. Join us right here at the Campbell's Resort, in the tent just above the hotel check-in desk.

Accounting Track

Property Tax Levies: Lessons Learned

Location: West Room (upper level)

Vicky Horton, Spokane County Assessor, and **Hazel Gantz**, of the King County Assessor's Office, will draw from their experience working with municipalities in setting property tax levies to share "frequently asked questions" and answers, on topics such as levy lid lifts, banked capacity, and excess levies.

You have to expect things of yourself before you can do them.

- Michael Jordan



Accounting Track

Internal Controls Workshop

Location: Stehekin A (upper level)

Sarah Walker, Fraud Manager for the State Auditor's Office will conduct an internal controls workshop, using actual case studies. This interactive workshop will help you to identify areas you might be encountering some form of internal control weakness, as well as measures you can take to help prevent fraud in your department.

Single Audit Changes Update and Common Audit Issues

Location: Edmunds Room (upper level)

Scott Woelfle with the State Auditor's Office will cover the possible issuance by the OMB of a "super circular" that would update Circular A-133, grants administration practices and cost principles. This session will cover major provisions of the proposed update and the status of the changes. In addition, we will explore common issues related to single audits and how to avoid them.

Government Accounting and Reporting Updates

Location: Edmunds Room (upper level)

Duane Walz with the State Auditor's Office will lead this Governmental Accounting and Reporting roundtable. This presentation will focus on the newest developments in the BARS System including major changes in the 2013 update, paperless BARS environment, and online reporting.



**The only place
where success
comes before
work is in the
dictionary.**

- Attributed to both
**Vidal Sassoon and
Donald Kendall**

**Don't find fault.
Find a remedy.**
- Henry Ford

**There is no telling
how many miles you
will have to run
while chasing a
dream.**
- Author Unknown

**It is not the mountain
we conquer but
ourselves.**
- Edmund Hillary

**I am always
doing that
which I cannot
do, in order
that I may
learn how to
do it.**

- Pablo Picasso



Conference Program – Thursday

Chelan Riverfront Park Walk/Run

6:30am

Location: Check in at the hotel lobby

Sponsor: Raymond James

On Thursday morning, grab your gear and meet up with your team at the Campbell's lobby to begin your morning trek around the beautiful Chelan Riverfront Park. This peaceful route along the Chelan River is a perfectly calm start to a busy conference day. Enjoy the views, the chance to get your system charged for the day, and don't forget your 2013 Walk/Run T-shirt at the finish!

Conference Registration Table Hours

7:30am - 3:00pm

Buffet Breakfast

7:30am - 8:30am

Location: Ballroom I, II, III

Sponsor: Sterling Bank

General Session

Sponsors: Cantor Fitzgerald, Foster Pepper

Welcome

8:30am

Location: Stehekin A & B (upper level)

- Pledge of Allegiance
- Dianne Nelson, WMTA President

Communication Game Plan: Making Conversations

More Productive at Work

8:45am - 11:45am

Location: Stehekin A & B (upper level)

Instructor: Jen Mueller, Talk Sporty To Me

It seems like everyone is looking for the next "big thing" in business. A way to get ahead, and a way to stand out. What most people don't understand is that the answer is within reach, or perhaps you could say at the tip of their tongues. It's small talk.



Treasury Management Track

Reduce Your Organizations Total Print and Mail Costs

Location: Stehekin B (upper level)

Jim Cote, of Master's Touch, LLC will use his vast knowledge of the postal system to inform you of major changes taking place at the USPS. Jim will identify things that you need to know and strategies you can implement that will have a direct impact on your mailing costs.

Raising Revenue in Difficult Times **Preconference Only**

Location: Stehekin A (upper Level)

Alice Ostdiek of Foster Pepper and **Sri Krishnan** with City of Kirkland, will describe creative strategies cities and other public entities have used to add or increase revenues. With decreasing budgets and increasing prices, find out ways you can optimize revenue, while being mindful of legal and audit pitfalls.

Treasury Management Tools **Preconference Only**

Location: Stehekin B (upper Level)

Jennifer Verdugo of US Bank and **Dean Walz** with the City of Olympia will provide information on Treasury Management Products and Services, and will discuss Bank Fraud for all types of Collections and Disbursements – especially for Ecommerce and Warrants/Controlled Disbursements. This will tie into the Treasury Management Products that can assist you in Fraud Prevention and detection.



Banking Track

RFP Development – The first hour will cover many components of an RFP document. We will provide tips on how to best organize your RFP document in a way that will improve the quality of the responses you receive back.

Analyzing Bid Responses – Here, we will discuss the RFP review process. We will share tips and tools to help you analyze your responses in ways that fairly evaluate each of the bids received. We will also cover many of the direct and indirect costs that should be included in your analysis.

Managing a Bank Conversion Project – What you need to know about changing banks. This final segment will cover developing and managing a bank conversion project management plan.

Conference Program – Thursday

When you really understand the value of small talk, you'll realize it's not small at all. In fact, a 15-30 second conversation can help lay the foundation for stronger relationships. Those relationships lead to happier workplaces, more productive teams and ultimately more business.

Join me for a new twist on workplace communication. Learn the secrets to becoming a more effective communicator and how sports conversations can be a valuable business tool. From striking up a conversation, learning about co-workers and helping with personal branding, sports is more than just a game – it's a way to get ahead in your career.

Lunch and Business Meeting

11:45pm - 1:00pm

Location: Ballroom I, II, III

Sponsor: Wells Fargo

Business Meeting

- Call to Order/Approval of Minutes
- Special Recognition
- Approval of Minutes for 2012 Business Meeting
- Certification Awards
- APT of US & Canada, Shari Freidenrich, President
- Nominations for 2013-14 WMTA Officers and Board Members (information on page 33 in your conference handbook)
- Installation of New Officers & Board Members
- President's Award



Conference Program – Thursday

Roundtable Sessions (see pages 20-27 for Roundtable descriptions)	1:00pm - 2:30pm
Break	2:30pm - 2:45pm
Roundtable Sessions (see pages 20-27 for Roundtable descriptions)	2:45pm - 4:15pm
Wine Tasting Reception Location: Terrace Tent Sponsor: Bank of New York Mellon	5:30pm - 6:30pm
Banquet Dinner Location: Ballroom I, II, III Sponsor: Key Bank	6:30pm - 7:15pm
Scholarship and Silent Auction and Raffle Location: Ballroom I, II, III	7:15pm - 8:00pm

One of the highlights of the WMTA Conference is the live auction. On Thursday evening, the atmosphere in the main ballroom comes alive as conference attendees wave paddles and attempt to out-bid each other on everything from T-shirts to sparkling crystal to sporting event tickets. Also, a very big THANK YOU to our very own **Ron Hupp** for lending his auctioneering talents to this fun event!

For those individuals that don't want to raise the paddle during the live auction, we will be having a silent auction where you can try to out bid your competition.

You'll also notice WMTA board members selling raffle tickets throughout the conference. The raffle takes place at break on Friday and always ends with the ultimate prize, the combo HD TV/DVD player (thanks for sponsoring, Vining Sparks). Proceeds from these two fund-raisers provide scholarships to the WMTA State Conference and the APT National Conference. Since

Banking Track

Merchant Fees

Location: Stehekin B (upper level)

Ryan Pitroff with the State Treasurer's Office, will discuss various issues with accepting bankcards for payment including: convenience and surcharge fees and how to manage them, how to accept payments and still be in compliance with state law, and how to keep your merchant services fees under control. The recent changes with Visa and Mastercard regarding surcharges and the new Visa government convenience fee program will also be discussed.

Credit Card Processing – Secure and Compliant

Location: West Room (upper level)

Patty Melton of Point & Pay and **Jim Reed** with Mastercard will explain what is PCI, how does it affect you and what do you need to have in place to remain PCI compliant. We will also review new industry trends and options for payment processing related to local government.

Banking Service RFP, From Issuance to Bank Conversion **Preconference Only**

Location: Stehekin B (upper Level)

Nicole Muegge with Thurston County along with a panel representing several Financial Institutions will walk you through the entire RFP process. The panel will include **Ed Hiddelson** of Wells Fargo, **Tristen Ross** with Key Bank, **Pete Sullivan** for Bank of America, and **Paul Wentink** of US Bank. This presentation will be broken up into three segments.



Investments Track

How to Profit from Taking Losses

Location: West Room (upper level)

Ben Finkelstein of Cantor Fitzgerald will cover the implications of taking gains or losses and help you to understand the short and long term impact on "performance." He will discuss analyzing candidates in your portfolio for rebalance opportunities and communicating the rebalance goals effectively.

Investment Panel

Location: East Room (upper level)

This favorite roundtable will be led by **Doug Extine** from the State Treasurer's Office, **Mike Wallblom**, of KeyBank, and **Deanne Woodring** of D.A. Davidson & Co. The panel will cover market updates including where we have been, where we may be going, and potential portfolio management strategies. Also on the agenda of discussion are supply expectations of agencies and an update on LGIP moving to a daily earnings factor as well as the status of an extended asset option.

Bonds 101: Public Fund Investing **Preconference Only**

Location: Stehekin A (upper Level)

This popular class returns with new added value. **Paul Jarvis** of Time Value Investments will diagram a typical bond, discuss premiums and discounts, address GFOA "Best Practices" for transacting bond purchases, and help you identify how likely a bond is to be called. In a newly added section, he will also demonstrate what happens if you need sell a security before maturity.



Conference Program – Thursday

1985, WMTA has awarded over **\$67,000** in scholarships to assist local governments in staying connected to these organizations that provide invaluable educational and networking opportunities. Please come and participate by supporting these worthy and fun events!

Music Entertainment

8:15pm - 9:15pm

Location: Ballroom I, II, III

WMTA is pleased to bring back one of our favorite singing groups, **The Coats**. Stick around and enjoy their sound!

The Coats vocal band started on the street corners of Seattle, Washington's famous Pike Place Market. Singing for tourists, locals, fish vendors, and fellow buskers. Their humble ambitions of earning a few clams to fight off the tuition bills quickly evolved into a full-time international performance career. They've since won national vocal competitions, sang for the President of the United States, and have been fortunate enough to share the stage with such talented fellow entertainers as Ronnie Milsap, Trisha Yearwood, Montgomery Gentry, The Beach Boys, Tanya Tucker, Billy Dean, Crystal Gayle, and Colin Ray, just to name a few, all while continuing their tradition of outreach performances and workshops supporting music in schools throughout the northwest.

**Success comes in cans,
not cant's.**

- Author Unknown



Conference Program – Friday

Buffet Breakfast 7:30am - 8:30am

Location: Ballroom I, II, III

Sponsors: D.A. Davidson & Co., Government Perspectives

Roundtable Sessions 8:30am - 10:00am

(see pages 20-27 for Roundtable descriptions)

Break and Scholarship Raffle Drawing 10:00am - 10:30am

Location: Ballroom I, II, III

Sponsor: Seattle Northwest Securities, Martin Nelson & Company

Roundtable Sessions 10:30am - 12:00pm

(see pages 20-27 for Roundtable descriptions)

Thank you for
attending!

Debt Track

Do You Know EMMA? Post Issuance Compliance

Location: Monfort (upper level)

Susan Musselman with SDM Advisors, Inc will cover the many details related to disclosure and other post issuance compliance issues related to local government debt. If you do not know EMMA, you should. Susan will discuss what EMMA reporting is and what you need to do if you have not already. She will also cover details of arbitrage compliance.

The difference between try
and triumph is a little umph.
- Author Unknown



Debt Track

Municipal Financing Best Practices

Location: Stehekin A (upper level)

Jay Reich of Pacifica Law Group and **John Carter** with the City of Bellingham will answer the question of “Has the Wenatchee PFD bond default changed the landscape for other Washington bond issuers?” In the aftermath of the Wenatchee PFD default, it is relevant to reflect on the post-default landscape by discussing the legal, financial, and policy implications including the court case declaring a contingent loan agreement to be a city debt. Reference will be made to the SAO Audit Summary of PFDs and PDAs and the discussion will address best practices in this post-default landscape.

Buy-Side Perspective on Municipal Bonds

Location: East Room (upper level)

Tony Baruffi, a Portfolio Manager with Seattle Northwest Asset Management, a division of Seattle Northwest Securities, will provide attendees with an outlook on municipal bonds from a bond buyer’s perspective. Whether you are issuing debt or investing in debt, you will want to join this discussion to learn more about what factors are considered when professional investors analyze the debt for local governments.

Roundtable Times

	Location	Thursday	Friday
Debt Track			
Municipal Financing Best Practices	Stehekin A	1:00-2:30	10:30-12:00
Buy-Side Perspective on Municipal Bonds	East Room	1:00-2:30	10:30-12:00
Do You Know EMMA? Post Issuance Compliance	Monfort Room	2:45-4:15	8:30-10:00
Investments Track			
How to Profit from Taking Losses	West Room	1:00-2:30	10:30-12:00
Investment Panel	East Room	2:45-4:15	8:30-10:00
Banking Track			
Merchant Fees	Stehekin B	1:00-2:30	10:30-12:00
Credit Card Processing – Remaining Secure and Compliant	West Room	2:45-4:15	-
Treasury Management Track			
Reduce Your Organizations Total Print and Mail Costs	Stehekin B	2:45-4:15	8:30-10:00
Accounting Track			
Internal Controls Workshop	Stehekin A	2:45-4:15	8:30-10:00
Single Audit Changes Update and Common Audit Issues	Edmunds Room	1:00-2:30	10:30-12:00
Government Accounting and Reporting Update	Edmunds Room	2:45-4:15	8:30-10:00
Property Tax Levies: Lessons Learned	West Room	-	8:30-10:00



Continuing Professional Standards – Record of Attendance*

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<i>*This is your official record of attendance, keep this copy for your records.</i>	CPE Credits Available	CPE Credits Earned	CPFA Credits Available	CPFA Credits Earned	APFA Credits Available	APFA Credits Earned
Keynote Speaking						
Communication Game Plan: Making Conversations More Productive at Work	3.30		1.38		0.00	
Debt Track						
Municipal Financing Best Practices	1.50		.63		0.00	
Buy-Side Perspective on Municipal Bonds	1.50		.63		1.25	
Do You Know EMMA? Post Issuance Compliance	1.50		.63		1.25	
Investments Track						
How to Profit from Taking Losses	1.50		.63		1.25	
Investment Panel	1.50		.63		1.25	
Bonds 101: Public Fund Investing	3.30		1.38		0.00	
Banking Track						
Merchant Fees	1.50		.63		0.00	
Credit Card Processing – Remaining Secure and Compliant	1.50		.63		0.00	
Banking Service RFP, From Issuance to Bank Conversion	3.30		1.38		2.75	
Treasury Management Track						
Reduce Your Organizations Total Print and Mail Costs	1.50		.63		1.33	
Raising Revenue in Difficult Times	3.30		1.38		0.00	
Treasury Management Tools	3.30		1.38		0.00	
Accounting Track						
Internal Controls Workshop	1.50		.63		0.00	
Single Audit Changes Update and Common Audit Issues	1.50		.63		0.00	
Government Accounting and Reporting Update	1.50		.63		0.00	
Property Tax Levies: Lessons Learned	1.50		.63		0.00	
TOTAL						