The City Council, with certain statutory exceptions, can only take action upon properly posted and listed agenda items.

Unless otherwise noted in the Agenda, the Public can only comment on City-related business that is within the jurisdiction of the City Council and/or items listed on the Agenda during the Public Communications portion of the Meeting. The time limit for comments is five (5) minutes per person.

Before speaking to the City Council, please come to the podium and state: Your name and residence and the organization you represent, if desired. Please respect the time limits.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact City Clerk, 524-2305. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

SPECIAL MEETING OF THE EL SEGUNDO CITY COUNCIL
TUESDAY, JANUARY 8, 2013 – 4:00 P.M.

CALL TO ORDER

ROLL CALL

PUBLIC COMMUNICATIONS - (Related to City Business Only - 5 minute limit per person, 30 minute limit total). Individuals who have received value of $50 or more to communicate to the City Council on behalf of another, and employees speaking on behalf of their employer, must so identify themselves before addressing the City Council. Failure to do so is a misdemeanor and punishable by a fine of $250.

SPECIAL MATTERS: -1- matter

1. Consideration and possible action to interview candidates for the position of the City Treasurer and make an appointment to serve the remainder of the current term.

   Recommendation – 1) Interview candidates; and 2) Appoint a City Treasurer to serve the remainder of the current term (until April of 2016); or, 3) Alternatively, take other action related to this item.

ADJOURNMENT –

POSTED:
DATE: 1-2-13
TIME: 3:25 pm
NAME: [Signature]
AGENDA DESCRIPTION:

Consideration and Possible action to interview candidates for the position of the City Treasurer and make an appointment to serve the remainder of the current term.

RECOMMENDED COUNCIL ACTION:

1. Interview candidates; and,
2. Appoint a City Treasurer to serve the remainder of the current term (Until April of 2016); or,
3. Alternatively, take other action as related to this item.

ATTACHED SUPPORTING DOCUMENTS:

Application of candidates,
City Council Staff Reports dated December 18, 2012 and December 4, 2012

FISCAL IMPACT: Included in Adopted Budget

<table>
<thead>
<tr>
<th>Amount Budgeted:</th>
<th>$ None</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Appropriation:</td>
<td>N/A</td>
</tr>
<tr>
<td>Account Number(s):</td>
<td></td>
</tr>
</tbody>
</table>

ORIGINATED BY: Mishia Jennings, Executive Assistant

REVIEWED BY: 

APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

Order of interviews listed below:

<table>
<thead>
<tr>
<th>Candidate</th>
<th>Scheduled Interview</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Don Bramm</td>
<td>4:00 p.m.</td>
</tr>
<tr>
<td>2. Crista Binder</td>
<td>4:15 p.m.</td>
</tr>
<tr>
<td>3. Michael van Biezen</td>
<td>4:30 p.m.</td>
</tr>
<tr>
<td>4. Matthew Robinson</td>
<td>4:45 p.m.</td>
</tr>
<tr>
<td>5. Kevin Haggerty</td>
<td>5:00 p.m.</td>
</tr>
<tr>
<td>6. Milan Cvejic</td>
<td>5:15 p.m.</td>
</tr>
<tr>
<td>7. Samantha Lee</td>
<td>5:30 p.m.</td>
</tr>
</tbody>
</table>
CITY COUNCIL PACKET
January 8, 2013 - 4:00 PM

INTERVIEWS of CANDIDATES
City Treasurer

Distribution:
- Mayor Carl Jacobson
- Mayor Pro Tem Suzanne Fuentes
- Council Member Bill Fisher
- Council Member Dave Atkinson
- Council Member Marie Fellhauer
- City Clerk Tracy Weaver
- City Treasurer Chris Powell
- Greg Carpenter, City Manager
- Mark Hensley, City Attorney
- Deborah Cullen, Director of Finance/Human Resources
- Kevin Smith, Fire Chief
- Mitch Tavera, Police Chief
- Debra Brighton, Director of Library Services
- Sam Lee, Director of Planning and Building Safety
- Stephanie Katsouleas, Director of Public Works
- Robert Cummings, Director of Recreation and Parks
- Cathy Domann, Deputy City Clerk
- Mishia Jennings, Executive Assistant
- Mickie Tagle, Executive Assistant
- Public Copy
Application for Consideration for Appointment as City Treasurer

DONALD LEWIS BRANN
(First Name) (Middle) (Last Name)

Address: 640 CALIFORNIA STREET
Residence: Telephone #:s

Bus. (310)963-0117
Fax. (310)335-0092
e-mail dsbrann@sboglobal.net

Mailing same as above

Name and Address of Employer: Not Applicable

Present Occupation: Retired

Are you a registered voter? Yes X No

Community Service Experience:

<table>
<thead>
<tr>
<th>ORGANIZATION</th>
<th>From (date)</th>
<th>To (date)</th>
<th>OFFICES HELD</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of El Segundo</td>
<td>4/08</td>
<td>4/12</td>
<td>City Council Member</td>
</tr>
<tr>
<td>Capital Improvement Projects AC</td>
<td>1/02</td>
<td>3/05</td>
<td>Member</td>
</tr>
<tr>
<td>Broadway in the Park</td>
<td>1/11</td>
<td>present</td>
<td>Chair</td>
</tr>
<tr>
<td>LAX--MAC</td>
<td>1/05</td>
<td>11/07</td>
<td>Chair</td>
</tr>
</tbody>
</table>

Education:

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>MAJOR</th>
<th>GRADUATION DATE/DEGREE</th>
</tr>
</thead>
<tbody>
<tr>
<td>USC--Rossier School of Education</td>
<td>Public Policy &amp; Planning</td>
<td>1982 Doctor of Education</td>
</tr>
<tr>
<td>CSU--LA--School of Education</td>
<td>Elementary Education</td>
<td>1972 Master of Arts</td>
</tr>
<tr>
<td>USC--Marshall School of Business</td>
<td>Marketing &amp; Finance</td>
<td>1968 Bachelor's of Science</td>
</tr>
</tbody>
</table>

Additional Pertinent Courses or Training:
Accounting coursework; investment strategies class; business finance emphasis; budget management experience

Other Pertinent Skills, Experience or Interests:
experience with g.o. bonds--insuring, rating & sale--Wall St. trips; maintenance of reserves; ability to write clearly
City of El Segundo

Please furnish brief, written responses to the questions below using additional sheets, if necessary:

1. Why do you think you should be appointed? What is there specifically in your background training, education and interests which qualifies you as a candidate?

   I think I meet the qualifications of the post. I have a demonstrated record of community service. My experience and education supplemented by ongoing coursework have prepared me for this next opportunity. I have a record of outstanding performance and the results to substantiate it. My work ethic is legendary. I work well with others.

2. What do you see as the objectives/goals of the City Treasurer?

   The goal is to maximize return on investment while ensuring safety of the funds and permitting access to funds (liquidity) as needed. Another goal is to maintain public confidence in the process through regular communications. Through prudent investments and diversification of the portfolio, the objectives of the City can be attained.

3. How would you help achieve the objectives and goals?

   By working with and through the most effective brokers and money managers, focusing on timelines or due dates for City budget obligations and negotiating the lowest available fees for services. I have the time now to devote to the important tasks the Treasurer is expected to perform.

4. Please describe your experience overseeing and monitoring an investment portfolio?

   I have had the opportunity to manage tens of millions of dollars and balance budgets for three decades. Clear Audits have routinely verified the procedures and results. My background in retail, management audits and business finance education will continue to support me in this assignment. I have served on a Credit Union Board.

5. Please describe your experience overseeing daily cash management of an organization?

   As a long time public school district superintendent of schools, always in small districts, I have had the responsibility to provide continuous oversight of cash flow to connect it to upcoming expenses such as payment deadlines or payroll obligations.

6. Please provide the names, addresses, and telephone numbers of three references that are familiar with your background and abilities to perform the duties as a City Treasurer (other than family members):

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ralph Lanphere</td>
<td>812 McCarty</td>
<td>(310) 877-0098</td>
</tr>
<tr>
<td>Larry Mitchell</td>
<td>880 Apollo</td>
<td>(310) 563-1010</td>
</tr>
</tbody>
</table>

7. Please attach a copy of your professional resume.

Signature ____________________________ Date: 12-11-12

For further information call (310) 524-2302. You may fax your competed application to (310) 322-7137 or email it to mjennings@elsegundo.org

*This is a Public Document and may be disclosed upon request.*
DON BRANN, Ed.D.
640 California Street, El Segundo, CA 90245
Cell: (310) 963-0117 Home: (310) 364-0117
Email: dsbrann@sbcglobal.net

PERSONAL
Born November 1, 1945
Excellent health
Married (1967)
Two daughters, both K-12 teachers

PROFESSIONAL EXPERIENCE
2012-12
Interim Superintendent
San Gabriel Unified School District (K-12)
San Gabriel (Los Angeles County)

1993-08
Superintendent
Wiseburn School District (K-8)
Hawthorne (Los Angeles County)

1992-93
Superintendent
Mother Lode Union School District (K-8)
Placerville (El Dorado County)

1984-92
Superintendent
Old Adobe Union School District (K-6)
Petaluma (Sonoma County)

1981-84
Superintendent
Wilsona School District (K-8)
Lancaster (Los Angeles County)

1979-81
Principal
Wilsona Elementary School (K-8)

1976-79
Program Coordinator, Categoricals
El Segundo Unified School District (K-12)
El Segundo (Los Angeles County)

1973-76
Reading Specialist - Center Street School (K-6)
El Segundo Unified School District

1970-73
Classroom Teacher - Center Street School (Gr. 4)

1968-70
Research Analyst and Auditor, Management By Objectives Program - May Company Department Stores of Southern California

PROFESSIONAL PREPARATION
1992-
Various local, regional, state, and national programs

1991
Summer Superintendents’ Conference
University of Southern California

1990
School Facilities Planning Certificate Program
University of California, Davis
DON BRANN, Ed.D.
640 California Street, El Segundo, CA 90245
Cell: (310) 963-0117 Home: (310) 364-0117
Email: dsbrann@sbcglobal.net

1989 Management Topics
University of California, Berkeley
1984 Superintendents' Academy
1982 Doctor of Education (Admin./Curriculum)
University of Southern California
1972 Master of Arts in Education (Reading)
California State University, Los Angeles
1968 Bachelor of Science (Business Administration - Marketing)
University of Southern California
1966 Associate of Arts
El Camino Community College

PROFESSIONAL MEMBERSHIP
1994-08 ADTECH
1993-08 Southwest SELPA Superintendents' Council
1992-93 El Dorado County Superintendents' Council
1985-91 Sonoma County Superintendents' Gang of 13
1984-91 Superintendents' Council for Special Education
1984-89 Superintendent Honig's Small School Districts' Advisory Committee
1983-87 Schools Committed to Reducing Utility Bills (SCRUB) (Board of Directors)
1982- Association of California School Administrators
1982-98 American Association of School Administrators
1968- Alpha Kappa Psi Business Fraternity

PROFESSIONAL ACTIVITIES
2008- Founder & Vice-President, Board of Directors - Da Vinci Charter Schools
2008-12 Member, El Segundo City Council
2001-12 Vice President, The Cosca Group
2001-05 Member, Chevron El Segundo Refinery Community Advisory Panel (CAP)
2000-06 Chair, LAXMAC
1999-00 Member, El Segundo Community Cable Advisory Committee
1998 Member, Leadership El Segundo
1996-99 Chairperson, Southwest SELPA
1995-98 Board of Directors, Hawthorne Chamber of Commerce
DON BRANN, Ed.D.
640 California Street, El Segundo, CA 90245
Cell: (310) 963-0117 Home: (310) 364-0117
Email: dsbrann@sbcglobal.net

1994-98 Secretary, Hawthorne Presidents Council
1994-99 Chairperson, Hawthorne Cable Usage Corporation
1993-98 Planning Committee, School Community Partnership
1991-92 Petaluma Valley Rotary Club
1991-92 Petaluma Boys and Girls Club Capital Campaign
1987-91 United Way Admissions Committee
1986-92 Personnel Board, City of Petaluma
1986-89 General Plan Development, Public Facilities Committee, City of Petaluma
1984-89 Evaluator, Commission on Teacher Credentials
1984 Chairperson, Blue Ribbon Articulation Task Force
1983- Co-Founder, President, Small School Districts Association
1982-84 Board of Directors, Chairperson, Employee Assistance Service for Education
1982 Board of Directors, Vice-President, Friends of the Antelope Valley Indian Museum
1981-84 Board Member, Antelope Valley Transportation Agency
1980 Member, Lancaster School District Gifted and Talented Education Program Planning Group
1974 Wiseburn School District Blue Ribbon Panel
1973 President, South Bay Reading Council
1972 Coordinator, El Segundo Junior Olympics Program

AWARDS

ACSA Region XIV Superintendent of the Year Award - 2007
PTA Very Special Person (VSP) Award from the Wiseburn Branch of the Centinela Valley Chapter, 1995
Selected as One of the Top 100 School Executives in North America by an expert panel sponsored by the Executive Educator, 1985
Nominee to Board of Directors of the California Reading Association, 1973
Dean's List Scholar at the University of Southern California, 1968

PRESENTATIONS/ SPEECHES

"Preparing Students For A New Century" - El Segundo Chamber of Commerce’s Salute to Business (El

7-2012
Segundo, 2000)
“Wiseburn School District” - Hawthorne Rotary Club
(Hawthorne, 1994)
“School Finance” - California Retired Teachers’
Association (Placerville, 1992)

“Public School Issues” - Petaluma Valley
Rotary Club (Petaluma, 1991)
“Substance Abuse Education” - McDowell
Drug Task Force (Petaluma, 1989)
“How to Shorten Board Meetings” (dissertation research) -
California School Boards Association annual
conferences (San Diego, 1986; San Francisco, 1987)
“Recruiting and Retaining Teachers in Rural Schools” —
Small School Districts Association annual conference
(Sacramento, 1986)

ARTICLES

“Small Schools Give Personal Touch”
*Daily Breeze*, Perspective, March 2000
“What Works May Cost More - But, So What!”
Small School Districts Association Newsletter, January
1999
"It's an Investment, Not an Expense"
Petaluma's *Argus Courier*, Guest editorial, April 1991
"Play First - Eat Last"
California Curriculum News Report, April 1981
"Going Backwards Works"
ACSA's Thrust, January/February 1981
"Teacher Bank Accounts"
California Curriculum News Report, October 1980
"So You Want to Save Some of Your Time"
ACSA's Thrust, March 1978

DISSEMINATION

Meetings of School District Governing Boards:
*Duration and Frequency*
University of Southern California, 1982

CREDENTIALS/

7-2012
DON BRANN, Ed.D.
640 California Street, El Segundo, CA 90245
Cell: (310) 963-0117 Home: (310) 364-0117
Email: dsbrann@sbcglobal.net

CERTIFICATES
Standard Elementary Teaching Credential
Ryan Administrative Services Credential
Ryan Reading Specialist Credential
Specialist Certificate - Curriculum Director
California State University, Los Angeles
Application for Consideration for Appointment as City Treasurer

Crista Evans Binder
(First Name) (Middle) (Last Name)

Address:
Residence 509 California St., El Segundo, CA 90245
Telephone #s
Res. H: (310) 322-9321 C: (213) 200-1046
Bus. W: (424) 648-7908
Fax N/A
e-mail crisra.binder@sprynet.com

Name and Address of Employer: Los Angeles World Airports - Maintenance Services Division 7411 World Way
West, Los Angeles, CA 90045

Present Occupation: Chief Management Analyst

Are you a registered voter? Yes X No

Community Service Experience:

<table>
<thead>
<tr>
<th>ORGANIZATION</th>
<th>From (date)</th>
<th>To (date)</th>
<th>OFFICES HELD</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of El Segundo Capital Improvement Program Advisory Committee</td>
<td>12/1/2006</td>
<td>Present</td>
<td>Chair - 4 years Committee Member - 2 years</td>
</tr>
<tr>
<td>Citizens Advisory Committee for School District Facilities</td>
<td>2009</td>
<td>2011</td>
<td>Committee Member</td>
</tr>
<tr>
<td>City of El Segundo Youth Drama Program – Drama Boosters</td>
<td>2008</td>
<td>September 2012</td>
<td>Treasurer</td>
</tr>
</tbody>
</table>

Education:

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>MAJOR</th>
<th>GRADUATION DATE/DEGREE</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Southern California</td>
<td>Political Science</td>
<td>1989 - Bachelor of Science</td>
</tr>
<tr>
<td>California State University Northridge</td>
<td>Future Focused Leadership</td>
<td>2006 - Certificate</td>
</tr>
</tbody>
</table>

Additional Pertinent Courses or Training:

Certified Treasury Professional (CTP) - Association of Financial Professionals
Facilities Management Professional (FMP) – International Facility Management Association

Other Pertinent Skills, Experience or Interests:
City of El Segundo

Part II

Please furnish brief, written responses to the questions below using additional sheets, if necessary:

1. Why do you think you should be appointed? What is there specifically in your background training, education and interests which qualifies you as a candidate?

I should be appointed City Treasurer of El Segundo due to my unique experience in public treasury management. I’ve been fortunate to have worked as the Assistant Treasurer and Director of Cash Management Services for the City of Los Angeles from 2004 until 2011. During my time in the City Treasurer’s Office, I was responsible for the City’s $80 billion cash management program, treasury accounting operations, and treasury technology solutions. I was also responsible for leading the City’s largest bank conversion project which focused on modernizing a 30-year-old legacy banking structure, automating the cash receipting process, and optimizing best in class technology. For these efforts, the City was recognized as a leader in municipal treasury management by our corporate peers (see attached articles).

I also have experience presenting financial information to the City’s elected officials, public and corporate treasury organizations, financial services providers and City departments.

I’ve also been fortunate to participate in my local community as a volunteer for youth sports, treasurer of the El Segundo Youth Drama Program, Chair and committee member of the City’s Capital Improvement Program Advisory Committee and committee member on the Citizens Advisory Committee for School District Facilities.

2. What do you see as the objectives/goals of the City Treasurer?

The primary responsibilities of a public treasurer are to ensure the public’s trust in the management of the City’s financial assets. This objective is met by adhering to all applicable laws and regulations for public funds management, specifically meeting the California State Government Code 53600 prudent investor standards which stipulate that the safety of the City’s assets comes first, meeting the City’s liquidity needs second, and third, achieving a market rate of return measured against a recognized performance benchmark.

3. How would you help achieve the objectives and goals?

These objectives are met by establishing and maintaining a sound investment policy updated and approved annually, reporting monthly on the status of cash management and investments to the City Council, implementing internal controls for the proper handling of public funds, establishing bank relationships that minimize cost and maximize technology and processing efficiencies, measuring success against recognized performance benchmarks and overall implementation of best practices in treasury management.

4. Please describe your experience overseeing and monitoring an investment portfolio?

As Assistant Treasurer I was responsible for assisting the City Treasurer with monitoring and approving the daily purchase and sale of securities for all of the Treasurer’s investment pools (Core, Reserve, Special). On a daily basis, I worked with the Investment Officers in ensuring accurate reporting of collected balances for daily cash positioning and cash forecasting. I also monitored fixed income markets utilizing Bloomberg and other reporting tools and worked with the City’s Investment Advisory to ensure compliance with the City’s investment policy. On a monthly basis, I participated in the review and reporting of the City’s cash management and investment activities to
the City's Budget & Finance Committee and City Council.

I also appointed by the Mayor of Los Angeles to serve on the City's Investment Advisory Committee (IAC).

5. Please describe your experience overseeing daily cash management of an organization?

My primary responsibilities as Director of Cash Management Services and then Assistant Treasurer for the City of Los Angeles was to oversee the daily cash management program which included monitoring daily inflows and outflows through all of the City's bank accounts, releasing wire transfers, implementing merchant card programs for various City departments, automating the cash receipting process, working with the City Controller on optimizing payables via ACH, implementing payee positive pay, and implementing other treasury solutions to increase efficiencies and reduce costs. I was also responsible for managing all of the City's primary banking relationships for depository accounts, purchasing card programs, paying agent services and other financial services when needed.

6. Please provide the names, addresses, and telephone numbers of three references that are familiar with your background and abilities to perform the duties as a City Treasurer (other than family members):

Please see attached list of references

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

7. Please attach a copy of your professional resume.

Signature [Signature]
Date: 12/11/12

For further information call (310) 524-2302. You may fax your competed application to (310) 322-7137 or email it to mjennings@elsegundo.org

*This is a Public Document and may be disclosed upon request.
December 11, 2012

Office of the City Council
City of El Segundo
350 Main Street
El Segundo, CA 90245

Attn: Mishia Jennings, Executive Assistant

Dear Ms. Jennings

I am interested in applying for the appointed position of Treasurer for the City of El Segundo. I believe I possess unique qualifications for this position due to my experience in treasury management for the City of Los Angeles. This letter, resume and list of references are attached to the City of El Segundo City Treasurer application. Thank you very much for this opportunity. Please contact me at (310) 322-9321 (home) or (213) 200-1046 (cell) if you have any questions or need any additional information.

Sincerely,

[Signature]

Crista Binder, CTP

Enclosures
References:

1. Michael D. Feldman, Deputy Executive Director
   Los Angeles World Airports, Facilities Management Group
   #1 World Way, Los Angeles, CA 90045
   (424) 646-5322
   mfeldman@lawa.org

2. David V. Shuter, Deputy Executive Director
   Los Angeles World Airports, Facilities Management Group
   #1 World Way, Los Angeles, CA 90045
   (424) 646-5879
   dshuter@lawa.org

3. Ralph Morones, Airport Manager III
   Los Angeles World Airports, Maintenance Services Division
   7411 World Way West, Los Angeles, CA 90045
   (424) 646-7600
   rmorones@lawa.org

4. Henry W. Stern, City Treasurer
   City of Anaheim, CA
   200 S. Anaheim Blvd., Anaheim, CA 92805
   (714) 765-5117 x5544
   hstern@anaheim.net

5. Craig A. Joffrey, Managing Partner, Founder
   Strategic Treasurer
   (678) 486-2222
   craig@StrategicTreasurer.com

6. Stefan Jaskulak, Deputy Chief Financial Officer
   City of Atlanta, GA
   68 Mitchell St., Suite 11000, Atlanta, GA 30303
   (404) 330-6268
   sjaskulak@atlantaga.gov

7. Georgia Mattera, Senior Assistant Chief Executive Officer – Public Safety
   Los Angeles County
   Kenneth Hahn Hall of Administration
   500 W. Temple St., Room 768, Los Angeles, CA 90710
   (213) 893-2374
   gmattera@ceo.lacounty.gov
CRISTA E. BINDER, CTP

crista.binder@sprynet.com

509 California Street
El Segundo, CA 90245

Home (310) 322-9321
Work (424) 646-7908

Twenty-two years of professional and managerial experience in the public sector with an emphasis on treasury management, investment and cash management, budget formulation, financial administration, policy development and implementation, and staff development and training.

Professional Experience

Chief Management Analyst
City of Los Angeles, Los Angeles World Airports 2011-Present
- Manage the administrative operations for the Maintenance Services Division including an operating budget of $100 million.
- Supervise employees engaged in budget preparation and control, contract formulation and management, accounts payable, technology solutions, payroll, workforce management of 1,100 maintenance personnel, and all other administrative duties for the division.

Assistant Treasurer
City of Los Angeles, Office of the Treasurer 2007-2011
- Responsible for the planning, coordination and direction of three divisions in the Office of the Treasurer – Cash Management, Treasury Accounting, and Systems, which are responsible for managing, reconciling, reporting, and supporting multi-billion dollar investment and cash management activities.
- Managed, directed and implemented within 18 months a complete conversion of the entire City of Los Angeles’ banking and related financial operations to Wachovia and Wells Fargo banks.
- Responsible for developing a city-wide financial business continuity plan to ensure continuity of financial operations during any type of disruption focusing on technology infrastructure and connectivity of all financial systems and related financial operations.
- Responsible for ensuring compliance with applicable laws and regulations governing public funds management including public funds investments, banking regulations, and data security.
- Responsible for the continual development of best practices in treasury management and integration in accordance with the Office of the Treasurer’s Strategic Plan.
- Liaison to City elected officials, department heads, outside financial advisors, legal counsel and other consultants and agency staff to clearly communicate, interpret, and implement complex financial laws, policies, best practices and procedures related to public funds management.

Director of Cash Management Services/Chief Management Analyst
City of Los Angeles, Office of the Treasurer 2004-2007
- Planned and coordinated the direction of $60 billion dollar banking and cash management activities.
- Developed and implemented new policies and procedures to streamline banking operations, increase efficiency and enhance revenue for the City.
- Developed the Office of the Treasurer’s proposed budget and made policy recommendations on behalf of the Treasurer relative to a broad range of banking and fiscal matters.
Budget Director
City of Los Angeles, Office of the Mayor 2001-2003

- Developed and balanced the Mayor's annual proposed budget ($5.1 billion) including citywide funding priorities, detail of appropriations and expenditures, financial outlook, and streamlining and efficiency measures.
- Oversaw several City departments including the City Administrative Officer, Personnel Department, Office of Finance, Office of the Treasurer, Employee Relations Board, City Employees' Retirement System and Fire and Police Pensions.
- Reviewed and developed policies for City departments including such issues as smoothing pension contributions, securing special purpose revenues, analyzing revenue projections, developed scenarios to fund new police officers with bonds and/or other special assessments, automation of financial reporting, implementation of budget control measures and implementation of a comprehensive review of City fees.
- Provided cost-effective policy recommendations to produce and sustain a quality City workforce, which included reducing position vacancies, allocating new positions, reviewing position classifications and ensuring appropriate organizational structure for City departments.

City of Los Angeles, Office of the City Attorney 1996-2001
Chief Administrative Officer (2000-2001)
Director of Budget, Financial and Special Services (1996-2000)

- Managed an operating budget of $72 million and, a liability claims budget of $84 million. Other duties included managing outside counsel contracts, judgment obligation bonds, grants administration and accounting.
- Supervised all employees engaged in budget preparation, financial reporting, grants management, personnel, systems, document services, payroll and accounting.

City of Los Angeles, Office of the City Administrative Officer 1990-1996
Senior Administrative Analyst I (1995-96)
Administrative Analyst I & II (1991-95)
Management Assistant (1990-1991)

- Assisted in the formulation, development and preparation of various department budgets (Office of Finance, Office of the Treasurer, City Administrative Officer, Community Development Department, Department of General Services, City Council and Department of Aging) and was responsible for reporting to the Mayor and Council for consideration in the City Budget. Conducted research, forecasts and monitored revenue projections.
- Coordinated contracts between departments and vendors and participated in many coordinating committees.
- Prepared written reports and made oral presentations to management, Council, Mayor, and other City officials and departments.

Proficiencies
- Public Speaking - Delivered numerous presentations to elected officials, community groups, other governmental agencies, various financial services providers, trade organizations, non-profit financial organizations regarding a variety of financial, budgetary and policy issues.
• Writing Policies and Procedures – Prepared Mayor’s Budget Policy Letter, Neighborhood Council Budget Summary, Fair labor Standards Act (FLSA) policy for attorneys and support staff, request for proposals for cash management and banking services, etc.
• Management and supervision - Supervised between four and 40 staff engaged in investments, cash management, financial reporting, accounting, budget development, financial administration, grants management, financial analysis, accounts payable, liability claims management, systems and document services during my tenure with the City.

**Education and Affiliations**

University of Southern California, Los Angeles, CA 1985-1989
  • *Bachelor of Arts, Political Science*

The Los Angeles County Learning Academy, Los Angeles, CA 2006
Future-Focused Leadership Management Development Training Program
  • *Certificate of Completion*

Capital Improvement Program Advisory Committee 2006-Present
  • Chair - City of El Segundo, CA (2008 to Present)
  • Committee Member

  • Committee Member – City of El Segundo

**Credentials**

**Certified Treasury Professional (CTP)**
Association of Financial Professionals (AFP) 2004-Present

**Facilities Management Professional (FMP)**
International Facility Management Association (IFMA) 2012-Present

**Awards**

Association of Financial Professionals Pinnacle Award Grand Prize Winner 2009
Association of Financial Professionals Strategy Award Winner in Cash Management 2009
Treasury & Risk Magazine Alexander Hamilton Award in Cash Management 2009
Treasury Today Adam Smith Award in Banking Relationship Management 2010
GFOA Award for Excellence Business Continuity Planning in Treasury Management 2011
A changed city landscape

Wachovia and Wells Fargo collaborate—before and during integration—to modernize Los Angeles’ finances and save the city millions

At more than $25,000,000 in savings (and counting) to date, Casey Bender is ecstatic about the virtual treasury system Wachovia and Wells Fargo built for the City of Los Angeles.

Her favorite benefit being able to create separate accounts for each of the city’s 65 businesses instead of running all activity through one account. “Our story now is one of efficiency, reduced risk and transparency,” said Bender, assistant treasurer for the city.

“Departments can get real-time statements and reports over the city’s intranet and seamlessly access data to multiple billing systems.

“It’s a whole new world that has allowed us to go from being a critical function to being recognized as an essential partner and advisor in the financial activities of the city.”

This whole new world is a courtesy of collaboration between Wachovia Government and Institutional Banking and Wells Fargo’s former Government, Education and Non-Profit Division—now operating as Wells Fargo Government and Institutional Banking.

“It’s always rewarding when you can deliver new tools and services that make an immediate impact as these have had in Los Angeles,” said Lynn Love, a Wells Fargo relationship manager, who collaborated with Wachovia’s Government and Institutional Banking relationship manager Corrie Bowman in the early technology integration efforts.

Since the day when the first paper reports were switched to imaging and Treasury employed analysts who had entered each deposit record into a central bank account through a 20-year-old mainframe computer system.

Using the Wells Fargo Electronic Deposit service and a host of other products, employees of more than 60 city departments now transmit deposits with a few clicks. Wachovia terminals at Los Angeles International Airport send credit card payments instantly. Those payments used to take processing in increments of six hours to complete. The electronic solution is making the city “go green” by eliminating thousands of paper statements, returned checks and paper-lockbox documents.

Along with earning new business for the company, Wells Fargo and Wachovia have found a way to help Los Angeles residents save a $4,000 convenience fee on each bill by making utility payments electronically and bringing the service in-house instead of contracting with a third party.

Competition and collaborators

Changes started in July 2006 when the city—under Treasurer Julia DePoot and Binder—left its bank of 30 years and awarded the bulk of its business to Wachovia on the strength of its “Virtual City, Virtual Bank” solution and track record serving government customers in the past.

Wells Fargo had won the business of the Department of Power & Water, the Department of Parks and Recreation, and the Los Angeles Public Libraries—some of the city’s

Measuring success

In less than a year, Wells Fargo’s virtual treasury solution has saved Los Angeles more than $5.5 million.

Some of the benefits:

- Reducing unidentified deposits from $220 to less than 20 per month.
- Eliminating $200,000 worth of paper check returns and statements.
- Automating account postings to save 107 hours of work each week.
- Maximizing the city’s return on investment by allowing it to earn interest on cash once held idle in bank accounts.
- Increasing the Office of Finance’s success rate posting business tax data to departmental systems from 93.5 percent to 95 percent.
- Eliminating eight lockboxes.
- Electronically processing check deposits that more than 15 departments had walked to the Treasurer’s office and that more than 25 departments had delivered through interoffice mail.
The largest department—because of its experience serving urban California cities, integrating complex systems and its ability to serve city customers who needed a more robust banking store network than Wachovia's then-10 locations in California.

About halfway through the overhaul, Wells Fargo merged with Wachovia. City leaders sought and won permission for the two to work together before Wachovia's California operations converted.

"Wachovia and Wells Fargo had been fierce competitors in Southern California during 2007 and most of 2008," Bowman said. "I think the most amazing thing about the merger was how quickly the teams coalesced from two independent relationship management teams into one.

Love agreed:

"Not being on the same platform, Colee and I had a short time to understand both companies' products," she said. "From day one, we put the customer first. Always, we operated separately, so delivering one team, to the customer.

"Working together was easy since we had the same vision for the customer experience and, as we've since learned, similar structures and solutions," added Love. "They'll be a very little impact to the city when platforms and systems exist."
Adam Smith Awards for Best Practice and Innovation 2010 – Winners

Congratulations to the winners of the Treasury Today Adam Smith Awards for Best Practice and Innovation 2010. All winners were presented with their Awards at the Treasury Today Adam Smith Awards lunch on 17 June 2010.
Bank Relationship Management

Winner • Costa Binder and Stefan Jaskulak • City of Los Angeles
The primary problem facing the treasury department was the City's operations 30 years forward. Working with Wells Fargo Bank, the treasury department redesigned, reengineered and overhauled the City's banking structure.

Highly Commanded • Ekrem Tosun • Atasay
Working with Garant Bank, Atasay has implemented a new treasury model, known as "Garanta," leveraging the bank's innovative approach to financial risk management, offering risk management solutions with cutting-edge technology and experience of being a global player.

Highly Commanded • Gilbert Lobbé • EDF
This project focused on the SWIFT eBAV real-time banking account management initiative using ISO20022 message standards with BNP Paribas. As a result of this project, EDF now views eBAV as a catalyst to beyond their STP procedures.

Global Liquidity Management

Winner • Pierre Wauthier and Mathias Meisel • Zurich Financial
This solution, implemented in association with Deutsche Bank, is the first of its kind, taking one of the hottest topics in the insurance world, namely the active management of the group's entire global liquidity.

Highly Commanded • Philippe Farine and Hervé Court • Firmenich
Firmenich's new actuarial cash flow statement is a global USD cash concentration/pooling structure. This elegant solution brings the back office closer to customers, tapping into the most beneficial cut-off times in Europe.

Highly Commanded • Mustafa Kilic • Indesit
Indesit wanted to operate the most efficient liquidity management system they could find. Working with their partner banks ING and Bank Austria, they established a "real-time" cash-pooling solution.

Working Capital Management/Financial Supply Chain

Highly Commanded • Reinoud Mangeimans • Philips
Philips chose Citi as its supply chain finance business partner, leveraging its experience to deliver a robust and innovative solution that addressed all the critical success factors. Importantly, the solution delivers economic value for both Philips and its supply chain partners.

Highly Commanded • Patricia Ana Remulla • Procter & Gamble Asia
This solution is not only a breakthrough in liquidity management, but also a testament to the partnership between P&G and Citi. Through this project P&G was able to generate incremental interest income, and minimize the manual work effort involved in invoicing, working capital excesses.

Payables and/or Receivables Solutions

Winner • Stephanie Aiton • Microsoft
This entry was worthy of consideration across several categories, but because of the outstanding benefits achieved in Microsoft's Days Sales Outstanding (DSO) and Cash Conversion Cycle (CCC) metrics, the solution won in the Payables and/or Receivables category.

Highly Commanded • Jonn Voornis • Omnicom
This solution involves two key components: a remote deposit capture (RDC) account to handle paper receipts and an electronic receipt capture (ERC) account to handle electronic receipts. Union Bank and Wells Fargo Bank were chosen for RDC and ERC respectively.

Highly Commanded • Judy Bouchard • ConocoPhillips
This was a team effort at ConocoPhillips to capitalize on the European financial shared services (EFSS) cash and banking unit. The solution includes global standard processes and procedures such as host-to-host connectivity with Bank of America Merrill Lynch.
City of Los Angeles

Joya De Foor • CTP, Treasurer
Crista Binder • CTP, Assistant Treasurer
Stefan Jaskulak • CTP, Director of Cash Management Services

"The primary problem facing treasury was to bring the City 30 years forward and create an electronic, back-office processing environment to maximize efficiencies, enhance governance through transparency, optimize cash in-class technology, and focus on leading practices along the way," says Stefan Jaskulak, Director of Cash Management Services, City of Los Angeles Treasurer's Office.

Treasurer was stuck with a great deal of legacy processes. It was a department where the City's cash book was on Excel, reports were stacked to the ceiling, and cashiers sat at computers manually entering data about the City's cash into the mainframe general ledger system. "Treasury was thought of as a clerical function and not an integral player in the City's financial operations, even though expenses for the City's $7 billion portfolio and its $60 billion cash management program," explains Jaskulak. As such, treasury faced a highly politicized environment, the largest budget deficit in LA's history, and an overwhelming resistance to change.

Treasury took on the monumental task of re-engineering the banking and financial processes, which meant the way the City had always done business would have to change.

As Crista Binder, Assistant Treasurer, City of Los Angeles Treasury Department points out, "When facing a project of this size, it is imperative that your project team includes members with a variety of skills from stakeholder departments. A dedicated project leader is also a must, but that doesn't have a department base. All projects of this size need champions that are willing to stake their careers on the project's success. Setting a project vision is also critical to keep the leaders focused on the end result."

Creating a vision was critical to the project's success to make sure that the solutions being recommended did not deviate from the vision throughout the implementation. Treasury engaged their financial service providers, Wells Fargo Bank and treasury management experts to train treasury staff on how to conduct assessments and educate treasury on leading practices in banking and treasury technology. With the assistance of C&G Jeffery from Strategic Manager, LLC, treasury created a three-legged approach to assess the cash flow, technology and accounting processes of each department.

Tier 1 – Deep Dive. Departments with complex revenue streams and financial processes.

Tier 2 – Regular. Departments with moderately complex financial processes.

Tier 3 – Limited. Departments with few banking services.

To plan and track the implementation, treasury developed a single page matrix that included all departments and all products. The scheduled dates of each implementation by department could be found there. A green light identified the department and a red light identified a department not 100% prepared. The green light indicated adherence to the timeline.

The outcome of the solutions implemented is a "virtual treasury" and a cutting-edge financial management and information system. Treasury also took the initiative to "go green" through the elimination of paper statements, paper checks, mailings, and return of paper lockbox documents.

"Implementing new technology and new processes can be daunting and intimidating. It was refreshing to see the large number of departments and how it enhanced the new and improved way of banking," comments Binder.

"Today, the City has a virtual financial framework that supports all of the City's departments in delivering services to over 4m residents."

The City of Los Angeles is a $147 billion organization with 20,000 employees, providing services to over 4m residents in 471 square miles.

The City operates the nation's busiest port, largest public airport, utility providing water and electricity to over 4m residents, one of the world's largest publicly managed library systems, world famous police and fire services, four airports with two international, 399 bars the Los Angeles Zoo, hundreds of museums, parks and storm drains, social services to elderly and low-income residents, three waste treatment plants, six animal shelters, hundreds of public facilities, and the list goes on.

Wells Fargo
SAVE THE DATE!

Please note that the Treasury Today Adam Smith Awards Lunch 2011 will be held on 16th June
It's fair to say that the City of Los Angeles used to have a few issues in its treasury department. Its legacy banking structure was three decades old, and its in-house treasury systems were built in the mid-1980s. Add to that political pressures that go with being one of the largest cities in the country, a budget crisis and, perhaps most troublesome, a nagging sense among some decision makers that treasury served more of a clerical function, important but hardly fundamental and certainly not a place to spend precious resources.

In reality, treasury was responsible for managing $7 billion in assets for a city with a $17 billion operating budget, operating the nation's busiest port, its largest public library system and publicly-owned utility and 390 parks, with 50,000 employees serving more than 4 million residents. Treasury was a busy place, though it's not clear outside the department who knew it.

"Nobody had any idea how significant treasury was," said Crista Binder, CTP, the city's assistant treasurer. "It was a shame."

Over a relatively short period of time, despite unending pressures and those skewed perceptions, L.A.'s treasury team transformed the department and financial functions across the city with actions that earned them AFP's Pinnacle Grand Prize, presented at the 2009 Annual Conference in San Francisco.
and underwritten by Wells Fargo. (In the process, they beat out treasury departments at GE and Microsoft.)

Craig Martin, AFP's Director of Executive Programs, called the department's ability to manage city politics while achieving significant functional improvements "quite impressive."

"What was most impressive about what the city of Los Angeles did was the sheer scope of what they undertook given the obvious politics concerned," Martin said. "So not only did they achieve great gains from a treasury technology and process efficiency perspective, but they had to get the heads of all the agencies to buy into the new processes."

The achievements

What were the improvements? First, and perhaps most fundamentally, the department selected and implemented a traditional banking structure with a master concentration account, several sub concentration accounts, hundreds of depository accounts and four accounts for controlled disbursements. "Though this solution is not unique, it is radically different from the previous structure of only one central depository account with 14 zero balance and standalone disbursement accounts," Binder noted.

The department automated posting to the general ledger with a new in-house built treasury workstation, automated reporting through the city's Intranet and online banking applications. Treasury officials also eliminated credit card processing duties with the implementation of wireless terminals, and empowered city officials across departments with virtual access to access information on transactions and perform reconciliations through an online system while centralizing banking functions in the treasury department.

And that's only a short list of improvements. Binder laid out these improved processes and more in four broad categories:

- **Automation of receivables**
  - Remote deposit capture, virtual cash letter and wireless merchant terminals

- **Automating payables**
  - Single file for all payments, controlled disbursement, positive pay

- **Automating data management**
  - Daily multi-bank BA1 reporting, automated general ledger posting, daily paid item update

- **Risk management**
  - Check and ACH positive pay, teller line positive pay, payee name validation

In the process, treasury's work saved the city $1.5 million and generated an additional $4.5 million in revenue.

The process

How did they do it? Treasury started, simply enough, by assembling a team, though its composition was unusual. Rather than tapping typical leadership offices in the city (the mayor's office, city council, etc.), city treasurer Joya De Foort, CTP, and Binder partnered with those closest to the various processes being overhauled, the city officials with the largest stake in success or failure of treasury overhaul. Heads of the city controller and information technology offices joined the leadership team.

Binder led the operating committee in charge with implementing new processes, with De Foort leading the steering committee charted with setting a vision and trailblazing.

"Our job," De Foort said, "was to remove the roadblocks so the operating committee could actually do the nitty gritty work."

Step two was to conduct a deliberative assessment of each department's financial protocols and needs. Led by De Foort, treasury developed and executed a three-tiered assessment process to evaluate each city department's cash flow, accounting and technology processes. Departments were divided into tiers based on the level of each particular department's sophistication in financial processes. A department with intricate financial processes would require more attention (and, specifically, more immediate attention) than one that was involved in only a few banking processes, for example. Assessments involved two or three meetings with members each department. Officials in the various departments were engaged in the process, De Foort and Binder stressed, as were other staff members of the treasury department. Departmental staffers were later presented with assessment results, asked for further input, and because treasury staffers were involved throughout the process, they became back-end banking experts intimately familiar with financial functions citywide. Ultimately, De Foort said, the systemic process of collaboration and engagement across departments—and with financial services and technology providers—drove the success of the project.

"Planning was the key," De Foort said. "It's such a big organization and there such a fear of change. We had to get some cheerleaders that understood what were doing was going to help them perform their core functions in their department. Some of their departments said for the first time, anybody can asked them, 'What do you do?'"
Application for Consideration for Appointment as City Treasurer

Michel Alexander van Biezen
(First Name) (Middle) (Last Name)

Address: 716 W Mariposa Ave El Segundo 90245
Res. (310) 640-3479

Bus. (310) 334-2480

Mailing 716 W Mariposa Ave El Segundo 90245
Fax. (310) 334-8235

e-mail mvanbiezen@yahoo.com

Name and Address of Employer 2000 E Imperial Hwy El Segundo Ca 90245

Present Occupation Program Manager

Are you a registered voter? Yes X No

Community Service Experience:

<table>
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<th>To (date)</th>
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<td>Present</td>
<td>Soccer Referee</td>
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<td>Feb 2010</td>
<td>Soccer Coach</td>
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Education:

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<td>California State University Long Beach</td>
<td>Physics</td>
<td>1990 MS</td>
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<tr>
<td>California State University Long Beach</td>
<td>Physics</td>
<td>1984 BS</td>
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</table>

Additional Pertinent Courses or Training:

Six sigma Expert Statistical Quality Control Program Management Finance and Earned Value

Other Pertinent Skills, Experience or Interests:

1. Why do you think you should be appointed? What is there specifically in your background training, education and interests which qualifies you as a candidate?

15 years experience as a program manager. Always completed programs on time and on budget. I have a very strong background in managing funding, staffing, and program execution. Strong background in developing program management tools, finance tools, proposal tools, and scheduling tools. As a manager of a large program with hundreds of professional employees and team leads under my direction I have shown strong leadership skills and I have shown the ability to take in large amount of technical and financial information in order to make sound financial and programmatic decisions.

2. What do you see as the objectives/goals of the City Treasurer?

The primary objective of the City Treasurer is to safeguard the City's funds and to ensure that the funding will be available as needed to meet its financial obligations on schedule. It is important to maximize the return on the investments of the available funds through the appropriate investment techniques that will ensure the absolute safety of the investment, and the availability of the funding as required to enable the city to operate as required.

3. How would you help achieve the objectives and goals?

Place the available funds in a balanced mix of investments such that the principle is safe, maximizes the return on those investments, and with the maturity dates of the investment properly managed such that funding for all fiscal obligations will be available when needed.

4. Please describe your experience overseeing and monitoring an investment portfolio?

My experience of overseeing an investment portfolio is limited to my own personal investments in real estate, government bonds, and 401K plan.

5. Please describe your experience overseeing daily cash management of an organization?

As the program manager of a hundred million dollar aerospace program at Raytheon, I am personally responsible for the entire budget, and manage the daily financial activities on the program. I am responsible for quarterly financial reports, performance to plan, analysis of expenditures to plan, variance analysis, and for bringing in the program on schedule and within budget. I personally oversee all the financial planning, and cost expenditures as well as all the staffing on the program. I have developed an array of tools that help me have complete understanding and control of all financial statistics, and help me manager the program and the budget. Government audits have given me high marks for my management style and for my management tools. I have been given remarks from these auditors like: "All programs in the country should be run like you run yours", and "I can see that you really know what you are doing."
6. Please provide the names, addresses, and telephone numbers of three references that are familiar with your background and abilities to perform the duties as a City Treasurer (other than family members):

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Swartzlander</td>
<td>2000 E Imperial Hwy, El Segundo, CA 90245</td>
<td>(310) 334-8764</td>
</tr>
<tr>
<td>Ranjan Singh</td>
<td>2000 E Imperial Hwy, El Segundo, CA 90245</td>
<td>(310) 334-7627</td>
</tr>
<tr>
<td>Dave Atkinson</td>
<td>727 W Mariposa Ave, El Segundo, CA 90245</td>
<td>(310) 322-1235</td>
</tr>
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</table>

7. Please attach a copy of your professional resume.

Signature _______ Michel van Biezen __________________________ Date: 12/14/2012

For further information call (310) 524-2302. You may fax your completed application to (310) 322-7137 or email it to mjennings@elsegundo.org

*This is a Public Document and may be disclosed upon request.*
RESUME

Michel A. van Biezen
716 West Mariposa Avenue
El Segundo, California 90245
HOME (310) 640-3479
WORK (310) 334-2480
CELL (310) 426-4904

OBJECTIVE: To be appointed as the El Segundo City Treasurer

EXPERIENCE:

- **Program manager**
  Raytheon Systems Company,
  El Segundo
  Leading engineering teams in the development of tactical radar hardware and software for the F-15 and F-18 fighter aircraft.
  Strong knowledge of program finances, earned value, return on investment, budget management, scheduling, resource management, and variance analysis.
  Strong ability in generating financial and program tracking tools, and completing programs on time and within budget.
  Strong abilities in proposal writing, proposal execution, and contract negotiations.
  1995 - present

- **Design engineer (Raytheon)**
  - Designed, coded, tested, and integrated tactical radar software for the F-14, F-15, and F-18 fighter aircraft.
  - Supported flight testing through analysis of instrumentation data, and audio and visible recordings and by fixing any performance anomalies which were found.
  - Conducted training classes on radar, and radar software development, for newly hired engineers and engineering groups at our facility and our subsidiaries.
  - Designed the software architecture for the data processor of an experimental real time mapping radar for commercial aircraft using ADA.
  1988 - 1995

- **MTS (Raytheon)**
  Developed software for the following research projects:
  - Infrared laser inspection system using C and Fortran
  - Expert system for the wave soldering process (C and prolog)
  - Automated inspection station with voice entry using C
  Conducted R & D for the following projects:
  - Plating thickness of PWBs as a function of population densities.
  - Surface mounted soldering integrity
  - Impedance matching in multi-layered PWBs
  1984 - 1988

- **Business Mathematics instructor (part time)**
  1993 - 2010
Loyola Marymount University
Lectured business mathematics concentrating on investments, optimization, annuities, real estate financing, etc.

- **Physics and Astronomy Instructor (part time)**
  Loyola Marymount University
  1996 - present

- **Physics Instructor (part time)**
  El Camino College
  1994 - present

- **Astronomy Instructor (part time)**
  Santa Monica College
  1996 - 2000

- **Physics, Astronomy, and Mathematics instructor (part time)**
  Compton College
  1993 - 1995

- **TA in the Physics Department**
  CSULB
  1984 - 1987

**EDUCATION:**
Master of Science in Physics,
California State University, Long Beach
1990

Bachelor of Science in Physics,
California State University, Long Beach.
1984

**ADDITIONAL SKILLS:**
Six sigma expert
Financial and proposal tool expert
Program planning expert
Computer programming: Fortran, C, Basic, Assembly,
Jovial, Prolog, 1750A, and ADA.
Knowledge in A.C. and D.C. circuits, OP Amps, and microprocessors.
Certified in electronic assembly and inspection.

**CLEARANCES:**
Secret and SAR (active)

**PERSONAL:**
Married with eight children.

**HOBBIES:**
Running, bicycling, soccer, karate, carpentry, and gardening.
Coached soccer and track and field.
Soccer referee.

**REFERENCES:**
Upon request.
Application for Consideration for Appointment as City Treasurer

Matthew                              Aaron                              Robinson
(First Name)                        (Middle)                            (Last Name)

Address: Residential                 Telephone #s
941 Loma Vista St., El Segundo, CA 90245 Res. 310-874-9213

Mailing: Mailing                     Bus. 213-787-8870
941 Loma Vista St., El Segundo, CA 90245 Fax

e-mail: matt.a.robinson@gmail.com

Name and Address of Employer: Analytic Investors LLC
555 W. 5th St., Los Angeles, CA, 90013

Present Occupation: Financial/Portfolio Analyst

Are you a registered voter? Yes X No

Community Service Experience:

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<td>Cal Poly San Luis Obispo</td>
<td>Statistics</td>
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<tr>
<td>Cal Poly San Luis Obispo</td>
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Additional Pertinent Courses or Training:

Other Pertinent Skills, Experience or Interests:
 CFA Charter holder, extensive technical knowledge of computer programming and numerous applications
City of El Segundo

Please furnish brief, written responses to the questions below using additional sheets, if necessary:

1. Why do you think you should be appointed? What is there specifically in your background training, education and interests which qualifies you as a candidate?

As a CFA charter holder, I’ve completed a globally respected, rigorous, graduate-level curriculum that typically requires four years to complete. The subject matter includes ethical and professional standards, economics, financial and reporting analysis, equity investments, fixed income, and corporate finance, to name a few. I am extremely trustworthy, sociable, and comfortable in front of people. I have lived in El Segundo for over 20 years and I care deeply about the success and well-being of this city.

2. What do you see as the objectives/goals of the City Treasurer?

The objectives/goals of the city treasurer are to reconcile all incoming and outgoing city financial transactions in a swift, safe, responsible, and compliant manner. Another important objective is the intelligent investment of idle city funds. It is important to understand and manage all current and future debt obligations and to make sure that the cities income and investment portfolio manages risk/return objectives to safely and adequately meet these targets.

3. How would you help achieve the objectives and goals?

As a current employee of an innovative financial services company, my role as a financial/portfolio analyst requires that I stay current with market events and research in academia. In addition, one of my primary tasks is to monitor and invest/raise cash in our portfolios to reflect client cash flows. I am very risk conscious and have experience meeting risk/return constraints while maintaining compliance.

4. Please describe your experience overseeing and monitoring an investment portfolio?

I am currently responsible for upwards of $1.6 billion in global assets. Overseeing and monitoring investment portfolios is possibly my greatest strength, and is something with which I am certainly familiar/comfortable. Maintaining proper risk exposure, cash levels, and return targets is second nature. I am also responsible for portfolio attribution on a monthly basis. This often requires interaction with current and prospective clients via conference calls and/or meetings.

5. Please describe your experience overseeing daily cash management of an organization?

As one might imagine, $1.6 billion spread over 20+ client accounts can create frequent cash flows via contributions, redemptions, dividends, etc. I need to see that these funds are invested when necessary, or that cash is raised to fulfill any obligations.

6. Please provide the names, addresses, and telephone numbers of three references that are familiar with your background and abilities to perform the duties as a City Treasurer (other than family members):

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<th>Name</th>
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<tr>
<td>David Krier</td>
<td>Pasadena</td>
<td>626-485-8949</td>
</tr>
<tr>
<td>John Gushman</td>
<td>Los Angeles</td>
<td>908-656-0278</td>
</tr>
<tr>
<td>Scot Nicol</td>
<td>El Segundo</td>
<td>310-529-5286</td>
</tr>
</tbody>
</table>

7. Please attach a copy of your professional resume.

Signature: [Signature] Date: 12/17/2012
Matthew A. Robinson, CFA
941 Loma Vista St., El Segundo, CA 90245 • (310) 874 - 9213 • matt.a.robinson@gmail.com

EDUCATION

California Polytechnic State University (Cal Poly) San Luis Obispo, CA
Double Major: Bachelor of Science, Mathematics & Statistics, summa cum laude
Concentration in Finance
• Division 1A Scholarship Athlete: Men’s Soccer, 2003 – 2006

Academic Honors
• Cal Poly Scholar Athlete of the Year, 2006
• ESPN Academic All-District Team, 2006
• Big West All-Academic Conference, 2005 & 2006
• Accenture Outstanding Junior in Math

June 2008
GPA: 3.91

EXPERIENCE

Analytic Investors, LLC Los Angeles, CA
Portfolio/Financial Analyst, 2008 – Present
Responsible for day-to-day monitoring, rebalancing, trading, and attribution for over $1.6 billion in Global and Japanese equity portfolios for a variety of institutional clients.
• Conduct supplementary research to address risk reduction and excess return initiatives for our portfolios.
• Develop and maintain a robust optimization code base and streamline all possible operational processes.

Professor Larry Gorman San Luis Obispo, CA
Senior Project, 2007 – 2008
Wrote a thesis-like paper that used Fama-French principles to develop a structured 130/30 benchmark index.
• Created Excel spreadsheets and wrote VBA code to extract relevant financial data for S&P 500 companies.
• Wrote a script in MATLAB that retrieved the data and performed 130/30 portfolio optimization.

Cal Poly San Luis Obispo San Luis Obispo, CA
Linear Algebra II Instructor, 2007 – 2008
Taught a supplemental instruction workshop to students coming from two upper-division lecture sessions.
• Addressed the many student difficulties inherent to linear algebra; a proof intensive study.
• Presented spontaneous, innovative, and coherent responses to student inquiries, which demanded an innate knowledge in the field of linear algebra and the capability to think abstractly.

Financial Technology Partners San Francisco, CA
Summer Analyst, 2007
Gained transaction experience working for a boutique investment bank specializing in the financial technology sector.
• Performed strategic analyses to advise a publicly listed $600M developer of electronic bond trading platforms on a potential buy-side transaction.
• Worked directly with senior bankers in the development of a buyers list and a presentation to the management of a $35M financial supply chain solutions company on a sell-side transaction.
• Constructed deal summaries for M&A and financing activity within the financial technology sector to be distributed to potential clients of the firm.

ADDITIONAL INFORMATION

Scholarships: Robert C. Byrd Honor, Brian Trotter Memorial, Hanna Herrmann Memorial, Chevron Community, George H. McMeen, American Legion Baseball, Robert P. Balles Math.
Other: Chartered Financial Analyst, Exam P (Probability) Actuarial Exam Certified, SAT 1460 (Math 800).
Application for Consideration for Appointment as City Treasurer

Kevin (Kip)  Peter  Haggerty
(First Name)  (Middle)  (Last Name)
Address: 612 E Maple Ave, El Segundo, CA 90245  
Residence  
Telephone #s 310 607 9908
Res.  
Bus. 310 607 9069
Fax. 866-308-2635
E-mail kiph@hasys.com

Name and Address of Employer H&A Systems Engineering (Note: Self Employed)
PO Box 2875 El Segundo, CA 90245

Present Occupation  Engineering Consultant

Are you a registered voter? Yes  No

Community Service Experience:

<table>
<thead>
<tr>
<th>ORGANIZATION</th>
<th>From (date)</th>
<th>To (date)</th>
<th>OFFICES HELD</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSA (Cub and Boy Scouts)</td>
<td>Feb 2007</td>
<td>Present</td>
<td>Cubmaster, Committee Chair, Asst Scoutmaster, Merit Badge Counselor</td>
</tr>
<tr>
<td>American Heritage Girls</td>
<td>Aug 2008</td>
<td>Present</td>
<td>Founded Troop, Treasurer, Unit Leader, Founded So Cal Summer Camp</td>
</tr>
<tr>
<td>Institute of Electrical and Electronic Engineers (IEEE)</td>
<td>1982</td>
<td>Present</td>
<td>Conf Finance Chair, ECI Director, Area Chair, LAC Chair, CLCPE Rep</td>
</tr>
</tbody>
</table>

Education:

<table>
<thead>
<tr>
<th>SCHOOL</th>
<th>MAJOR</th>
<th>GRADUATION DATE/DEGREE</th>
</tr>
</thead>
<tbody>
<tr>
<td>UCLA</td>
<td>Electrical Engineering</td>
<td>6/83 MSE, 6/88 PhD</td>
</tr>
<tr>
<td>University of Michigan</td>
<td>Electrical Engineering</td>
<td>5/80 BSE</td>
</tr>
</tbody>
</table>

Additional Pertinent Courses or Training:
N/A

Other Pertinent Skills, Experience or Interests: Organizational leadership experience highlights: IEEE LA Council Chair, Board Member of Electronic Conventions Inc., and Finance Chair IEEE 2002 Radar Conference
City of El Segundo

Please furnish brief, written responses to the questions below using additional sheets, if necessary:

1. Why do you think you should be appointed? What is there specifically in your background training, education and interests which qualifies you as a candidate?

   My past experience as LA Council Chair, ECI Board Member, and Finance Chair of the 2002 Radar Conference demonstrates the type of oversight with integrity needed in a City Treasurer. In addition, I have oversight of the investment of approximately 1.2 M$ in my consulting firms SEP-IRA accounts.

2. What do you see as the objectives/goals of the City Treasurer?

   Restore confidence to the office after the recent personal scandal. Provide oversight and leadership for staff and the investment advisory committee with high integrity and without conflict of interest. Make wise and safe investments with city funds. Ensure that all transactions are timely and accurately recorded.

3. How would you help achieve the objectives and goals?

   Work closely with staff using the philosophy of "trust but verify" to ensure timely transactions and accurate recording. Carefully compare recommendations of the advisory committee with city investment guidelines, general economic conditions, and possible conflicts of interest to ensure that investments are wise and free from conflict of interest.

4. Please describe your experience overseeing and monitoring an investment portfolio?

   Provide oversight of SEP-IRA managed portfolio accounts for my consulting firm.

   Reviewed investment portfolio reports from corporate audit committee while on ECI Board of Directors.

   Directed placement of received funds in interest bearing account and local checking account for 2002 Radar Conference.

5. Please describe your experience overseeing daily cash management of an organization?

   Responsible for billing and receipt of payment for my consulting contracts. Responsible for conference accounts, income and expense accounting, and allocation of funds between local checking and interest bearing account.

   Responsible for balancing the Council budget, shutting down the office, and restoring confidence in Council leadership.

6. Please provide the names, addresses, and telephone numbers of three references that are familiar with your background and abilities to perform the duties as a City Treasurer (other than family members):

   W. Cleon Anderson 3139 South 2850 East, Salt Lake City, UT 84109 Voice: 801-466-1410 E-mail: clonander@ieee.org

   Scott E. Miller P.O. Box 15544, Long Beach, CA 90815-0544 Voice: 562-431-7493 E-mail: scott@sempeinc.com

   G. Christian Morales 2333 Scout Way, Los Angeles, CA 90026 Voice: 626-318-8832 E-mail: keokimorales@gmail.com

7. Please attach a copy of your professional resume.

Signature

Date: 12/17/2012

For further information call (310) 524-2302. You may fax your competed application to (310) 322-7137 or email it to mjennings@elsegundo.org

*This is a Public Document and may be disclosed upon request.
## K. P. (Kip) Haggerty, Principal Systems Engineer

**Contact Information**
- H&A Systems Engineering
- P. O. Box 2875
- El Segundo, CA 90245
- Voice: 310-607-9609
- Fax: 866-308-2635
- E-mail: kiph@hasys.com
- Web: www.hasys.com

**Summary of City Treasurer Qualifications**
- Served as a member of the Board of Directors for Electronic Conventions, Inc. (Book Value 10 M$)
- Finance Chair for the 2002 IEEE Radar Conference
- Run own engineering consulting firm.
- IEEE Regional Awards for work restoring the LA Council of IEEE
- Provide investment oversight of my firms SEP-IRAs

## Employment History

<table>
<thead>
<tr>
<th>Dates</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/94 to Present</td>
<td><strong>Principal Systems Engineer:</strong> H&amp;A Systems Engineering, El Segundo, CA – He provides control, communication, and sensor systems engineering consulting. He specified requirements, defined architecture, performed trade-off studies, analyzed performance, and produced system designs for advanced airborne radar, cruise missile defense, electronic warfare, calibration, power electronics, active RFID location, and sobriety monitoring devices.</td>
</tr>
<tr>
<td>6/88 to 8/94</td>
<td><strong>Senior Staff Engineer:</strong> Hughes Aircraft Company, El Segundo, CA – He developed, simulated, and analyzed avionic system concepts that included spread spectrum data communications, radar, and air traffic control communications. He led a cooperative engagement system concept study. He participated in a demonstration of the first high-resolution radar range profiles from a new waveform.</td>
</tr>
<tr>
<td>1990</td>
<td><strong>Instructor:</strong> Advanced Technical Education Program, Hughes Aircraft Company, El Segundo, CA – He developed and taught a course in Kalman Filtering.</td>
</tr>
<tr>
<td>9/84 to 6/88</td>
<td><strong>Systems Engineer:</strong> Hughes Aircraft Company, El Segundo, CA – He designed, simulated, analyzed and verified radar signal processing, tracking, and calibration algorithms.</td>
</tr>
<tr>
<td>7/80 to 9/84</td>
<td><strong>Member of the Technical Staff:</strong> Hughes Aircraft Company, El Segundo, CA – He designed, simulated, analyzed and verified radar signal processing and tracking algorithms.</td>
</tr>
</tbody>
</table>

## Education

### Degrees

### Doctoral Thesis
- **Chair:** Richard E. Mortensen, Professor Emeritus of Electrical Engineering
- **Title:** Aggregation and Validation of Random Square Wave Load Models for Electric Power Utility Load Control of Residential Cooling and Heating

### Honors Received
- Tau Beta Pi National Engineering Honor Society
- Hughes Aircraft Company Graduate Fellowships

### Continuing Education
- **Systems Engineering with Models and Objects**, David W. Oliver, 1994
- **New Parallel Architectures and Languages**, NTU, Arvind, 1992
- **Structured System Development**, Imtiaz Pirbhai, 1991
- **Massively Parallel Processing Architectures**, NTU, Winthrop W. Smith, 1990
Professional Activities and Honors

Professional Affiliations
- Senior Member, Institute of Electrical and Electronics Engineers (IEEE)
- IEEE Los Angeles Area Consultants’ Network (LAACN)

IEEE Awards
- Millennium Medal (2000)
- Regional Activities Board Achievement Award (1999)
- Region 6 Special Achievement Award (1998)

Hughes Awards
- 1992 Group Achievement Award, Advancement of Hughes in Tactical Airborne EW
- 1992 Achievement Award
- 1990 Superior Team Award, APG-71 FSD Software Development
- 1989 Achievement Award and Bonus
- 1989 Superior Performance Award
- 1988 Approved Cost Savings: $83,000 for Efficient Utilization of Department Computing Resources

California Professional Engineering Licenses
- Electrical Engineer
- Control System Engineer

Service
- IEEE RadarCon-02 Finance Chair and Webmaster (2001-2002)
- Electronic Conventions Inc. (ECI) Director (2000)
- Second Vice President, California Legislative Council for Professional Engineers (CLCPE) (1997-1998)
- IEEE Region 6 Southern Area Chair (1999)
- IEEE Coastal Los Angeles Tellers Committee Chair (2000), Nominations Committee Chair (2000), Nominations Committee (2001)
- IEEE South Bay Harbor Section Educational Activities Chair (1996-1998), Tellers Committee Chair (1999)
- University of California Academic Senate Computing Policy Committee and Academic Computing Council

References

Scott E. Miller, PE
P.O. Box 15544
Long Beach, CA 90815-0544
Voice: 562-431-7493
E-mail: scott@sempeinc.com

G. Christian Morales, Camping Director
BSA Los Angeles Area Council
Cushman Watt Scout Center
2333 Scout Way
Los Angeles, CA 90026
Voice: 626-318-8832
E-mail: keokimorales@gmail.com

W. Cleon Anderson, PE
2005 President of IEEE
3139 South 2850 East
Salt Lake City, UT 84109
Voice: 801-466-1410
E-mail: w.c.anderson@ieee.org

Scott Miller served with me on LA Council as my Treasurer and then became Council Chair after me. He appointed me to the ECI Board.

Chris Morales is the BSA staff person responsible for camping and worked with my wife and I to initiate the first Southern California Regional Summer Camp for American Heritage Girls. I am working with Chris on planning our third camp for next summer.

Cleon was part of the Regional governance when I served as LAC Chair, Area Chair, and ECI Director. As Region Director, he was the driver behind my receipt of the IEEE Regional Activities Board Achievement Award for my work on restoring the LA Council after a previous slate of officers were removed by the Regional Activities Board.
Application for Consideration for Appointment as City Treasurer

Milan M. Cvejic

(First Name) (Middle) (Last Name)

Address: 1514 E. Elm Ave., 90245
Residence: N/A
Mailing: N/A

Telephone #:s
Res. 310 866 0368
Bus. 310 824 8044
Fax: 310 824 8044

e-mail milan.cvejic@gmail.com

Name and Address of Employer
The Gores Group; 10877 Wilshire Blvd, Los Angeles, 90024

Private Equity Business Development
Present Occupation

Are you a registered voter? Yes ___ No ___

Community Service Experience:

<table>
<thead>
<tr>
<th>ORGANIZATION</th>
<th>From (date)</th>
<th>To (date)</th>
<th>OFFICES HELD</th>
</tr>
</thead>
<tbody>
<tr>
<td>St Steven's Event Planning Committee</td>
<td>Aug, 2011</td>
<td>Sept, 2011</td>
<td>Committee Member</td>
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Education:

<table>
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<tr>
<th>SCHOOL</th>
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<th>GRADUATION DATE/DEGREE</th>
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</thead>
<tbody>
<tr>
<td>Marshall School of Business, USC</td>
<td>Business Administration</td>
<td>Dec 2010; MBA, Graduate Certificate in Financial Analysis and Valuation</td>
</tr>
<tr>
<td>University of California, Riverside</td>
<td>Business Administration</td>
<td>2002; B.S.</td>
</tr>
</tbody>
</table>

Additional Pertinent Courses or Training:
CFA, Level I

Other Pertinent Skills, Experience or Interests:
Spent the first part of my career on a team executing trades for institutional clients including (private funds, pension funds). I was born and raised in El Segundo and would welcome the chance to leverage my professional experiences and help contribute within the community.
City of El Segundo

Part II

Please furnish brief, written responses to the questions below using additional sheets, if necessary:

1. Why do you think you should be appointed? What is there specifically in your background training, education and interests which qualifies you as a candidate?
   
   Over 7 years experience in wealth management, working with institutional investors (state pension funds and private institutional funds), and investing across all asset classes (equities, fixed income, money markets and other liquid investments).

2. What do you see as the objectives/goals of the City Treasurer?
   
   The City Treasurer must allocate the city of El Segundo's funds into a portfolio of diversified investments in a manner in which the city will earn a return on capital while paying particular attention to capital preservation, risk, and timing of outflows. Effective communication with the city council, members of the investment advisory board, and full understanding of the city's cash needs.

3. How would you help achieve the objectives and goals?
   
   The investment mandate for El Segundo is quite conservative and narrow. I will be thoughtful about each portfolio investment and review it with prudence, care and with the above objectives/goals in mind. In addition to working with the Deputy Treasurer on a daily basis, I will see to it that I have regular and effective communication with the council and the investment advisory board. Finally, I will develop a working relationship with all existing brokers.

4. Please describe your experience overseeing and monitoring an investment portfolio?

   I began my career at Smith Barney, where I was part of a team that acted as executing broker for a state pension fund and various hedge funds. We also were involved with managing large diversified portfolios for high net-worth individuals. That team eventually moved to Wachovia where we continued to perform these services for institutional and individual investors. I eventually moved to a position within Wachovia in which my team oversaw investments for several individuals with net worth in excess of $50m. A good portion of these portfolios were invested in liquid investments such as money market funds. I researched products and made investment recommendations based on capital preservation, yield, and investment objectives.

5. Please describe your experience overseeing daily cash management of an organization?

   N/A

6. Please provide the names, addresses, and telephone numbers of three references that are familiar with your background and abilities to perform the duties as a City Treasurer (other than family members):

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>David Leeney</td>
<td>10877 Wilshire Blvd,</td>
<td>310-209-3010</td>
</tr>
<tr>
<td></td>
<td>Los Angeles, CA 90024</td>
<td></td>
</tr>
<tr>
<td>Paul Vannuki</td>
<td>10900 Wilshire Blvd,</td>
<td>310-443-7565</td>
</tr>
<tr>
<td></td>
<td>Los Angeles, CA 90024</td>
<td></td>
</tr>
<tr>
<td>Jeffrey Horn</td>
<td>9665 Wilshire Blvd,</td>
<td>310-205-7784</td>
</tr>
<tr>
<td></td>
<td>Beverly Hills, CA 90212</td>
<td></td>
</tr>
</tbody>
</table>
7. Please attach a copy of your professional resume.

Signature________________________________________ Date: ____________

For further information call (310) 524-2302. You may fax your competed application to (310) 322-7137 or email it to miennings@elsegundo.org

*This is a Public Document and may be disclosed upon request.
Employment History

THE GORES GROUP 2010-PRESENT
Senior Associate Los Angeles, CA
- Originate new opportunities within the business services vertical
- Maintain dialogue with C-level executives, corporate development professionals and investment bankers
- Research various industries involved with B-to-B services

LIONFISH ADVISORS 2010-2010
Intern/Analyst Santa Monica, CA
- Engaged in industry analysis and research at an industry agnostic M&A sell-side advisory firm
- Advised CEO and president on current valuation metrics being used in various industries
- Called upon potential strategic buyers to learn about their corporate development plans
- Involved in every aspect of the M&A sales process

WACHOVIA SECURITIES 2005-2008
Financial Advisor- Excelsior Wealth Management New York, NY
- Was an integral part in growing assets under management by 22%
- Helped increase team revenue by 13% during first 12 months of production
- Built client equity portfolios with approximately fifteen closely followed companies
- Managed portfolio risk with a focus on individual holdings
- Kept clients abreast of news pertaining to each of their portfolio holdings

Trading/Sales Associate Los Angeles, CA
- Executed risk arbitrage trades for our institutional hedge fund and pension fund clients
- Monitored special situations for catalysts as a part of our event driven value investment approach
- Maintained real-time spreadsheet to reflect current M&A deal terms; Searched spreadsheet for changes in deal spreads and attractive risk adjusted opportunities
- Executed client orders including large block trades, paired trades, bond trades, and option trades; reported executions; trade reconciliation

SMITH BARNEY 2003-2005
Trading/Sales Associate Los Angeles, CA
- Tracked potential spin-offs, mergers, rights issues, short squeezes, recapitalizations, and bankruptcies for event driven investment approach

Education
2006 to 2010 University of Southern California Los Angeles, CA
- MBA, Business Administration
- Graduate Certificate in Financial Analysis and Valuation

1998 to 2002 University of California Riverside, CA
- Bachelor of Science, Business Administration
- Honors Program

Technology/Licenses
- Passed the series 7, 63 & 66
- Passed CFA, Level I
Application for Consideration for Appointment as City Treasurer

Samantha E. Lee
(First Name) (Middle) (Last Name)

Address: 1233 East Oak Avenue
Residence

Telephone #s
Res. (310) 647-7247
Bus. (310) 529-838

Mailing Same as above
Fax.

e-mail__sammyseller@yahoo.com__

Name and Address of Employer:

Los Angeles World Airports, Office of the Deputy Executive Director – Comptroller, 6053 West Century Blvd, Suite 601, Los Angeles, CA 90045

Present Occupation: Senior Management Analyst – Office of the Comptroller

Are you a registered voter? __Yes X No__

Community Service Experience:

<table>
<thead>
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<th>From (date)</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Senior Citizen Housing Corporation</td>
<td>7/2010</td>
<td>6/2012</td>
<td></td>
</tr>
<tr>
<td>Board of Directors</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Education:

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<tr>
<th>SCHOOL</th>
<th>MAJOR</th>
<th>GRADUATION DATE/DEGREE</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of California, Riverside</td>
<td>Political Science &amp; Economics</td>
<td>6/1996 – Bachelor of Arts</td>
</tr>
</tbody>
</table>

Additional Pertinent Courses or Training:

Other Pertinent Skills, Experience or Interests:
City of El Segundo

Part II

Please furnish brief, written responses to the questions below using additional sheets, if necessary:

1. Why do you think you should be appointed? What is there specifically in your background training, education and interests which qualifies you as a candidate?

   I think that I should be appointed to position of City Treasurer because I offer a unique combination of experience, education, and interests that can only benefit the City. I have long-term residency in El Segundo; a public education in the ESUSD; a bachelor's degree in political science as well as a master's degree in public administration; over 15 years of experience in local government financial management; and finally, I have made the thoughtful choice to raise my family here. With these aspects of my life, I will bring an extremely rare, well-rounded perspective to the position of City Treasurer.

2. What do you see as the objectives/goals of the City Treasurer?

   I feel the primary goal of the City Treasurer is to safeguard the assets of the City of El Segundo through an investment portfolio that is guided by a strong investment policy. The investment policy must not only comply with the relevant state statutes regarding the investment of public funds, but must also take into account that SLY principal: (1) Safety of the assets; (2) Liquidity of the assets; and (3) Yield or return of the invested assets. The assets of the City of El Segundo must be protected in order for the City to maintain and preserve the quality of services it provides to its citizens (both residential and business) and visitors.

3. How would you help achieve the objectives and goals?

   I would help achieve the goals and objectives by ensuring that the City’s investment portfolio complies with the city’s investment policy and relevant state statutes, while also taking into consideration the recommendations of the Investment Advisory Committee. I would also strongly pursue two of the stated goals for the Treasurer’s office for the current fiscal year, (1) "seek certification of City of El Segundo investment policy by CMTA to assure it is held to the highest standards of investment guidelines", and (2) "evaluate investment advisory policy diversification guidelines to assure adequate reduction of concentration risk in portfolio". The Treasurer’s office must also seek to maximize the efficiency of cash receipts and disbursements of city funds. I understand the roles and responsibilities of various entities involved in local government financial management, and the need for cooperation and collegiality among them – this understanding will be vital to achieving the goals and objects of the Treasurer’s office.

4. Please describe your experience overseeing and monitoring an investment portfolio?

   Although I do not have direct experience overseeing or monitoring an investment portfolio in my professional duties, I have extensive experience in the daily management of local government finance including the issuance of municipal debt and the associated investment of the debt proceeds. I am also familiar with the roles and responsibilities of the various agents involved in local government financial management, and I have developed a network of professional contacts in this arena.

5. Please describe your experience overseeing daily cash management of an organization?

   Although I do not have direct experience overseeing the daily cash management of an organization, I am familiar with the critical concepts of efficient processing of receipts and payments. The banking services provided to the City should be maximized to improve the City’s cash management practices, where available, while also ensuring compliance with federal and state requirements (including timely remittance of federal and state withholding taxes, etc.). This is why the stated goal of the Treasurer's Office for the current fiscal year of "completing the RFP process to consolidate banking and brokerage activity to reduce cost and time associated with the use of multiple banking and broker institutions" will be of great significance.

6. Please provide the names, addresses, and telephone numbers of three references that are familiar with your background and abilities to perform the duties as a City Treasurer (other than family members):

   Karen Sisson - Pomona College, 333 North College Way, Claremont, CA 91711 (909) 621-8132
   Karl Pan – Port of Los Angeles, 425 S. Palos Verdes Drive, 4th floor, San Pedro, CA 90731 (310) 732-7706

Name Address Phone

Karen Sisson - Pomona College, 333 North College Way, Claremont, CA 91711 (909) 621-8132
Name Address Phone

Karl Pan – Port of Los Angeles, 425 S. Palos Verdes Drive, 4th floor, San Pedro, CA 90731 (310) 732-7706
Name Address Phone
7. Please attach a copy of your professional resume.

Signature ___________________________ Date: 12/8/2012

For further information call (310) 524-2302. You may fax your competed application to (310) 322-7137 or email it to mjennings@elsegundo.org

*This Is a Public Document and may be disclosed upon request.*
Samantha E. Lee  
1233 East Oak Avenue  
El Segundo, California 90245  
(310) 647-7247

Education:  
University of Southern California  
Master of Public Administration, Emphasis: Financial Management  
May 1998

University of California, Riverside  
Bachelor of Arts, Political Science & Economics  
June 1996

Experience:  
Senior Management Analyst  
Los Angeles World Airports, Office of the Comptroller/Chief Financial Officer  
2006 - Present

- Serve as the Chief of Staff to the Deputy Executive Director – Comptroller/Chief Financial Officer.
- Provide analysis, review and liaison support for all Department accounting, financial reporting, financial systems and risk management functions and programs.
- Interpretation of and compliance with City policies, procedures and regulations regarding financial and personnel management.
- Prepare written correspondence, memorandums, and commission reports.
- Prepare, administer and monitor operating budget of the Comptroller Office.
- Review, analyze and make recommendations on budget expenditures and personnel practices of the Comptroller organization (4 divisions).

Management Analyst II  
Los Angeles World Airports, Office of the Chief Financial Officer  
2000 - 2006

- Serve as staff assistant to the Deputy Executive Director/Chief Financial Officer.
- Provide analysis, review and liaison support for all Department accounting, financial planning, financial reporting, financial systems functions and programs.
- Prepare request for proposals for professional services and administer contracts.
- Prepare written correspondence, memorandums, and commission reports.
- Prepare, administer and monitor operating budget of the Chief Financial Officer.
- Review, analyze and make recommendations on budget expenditures and personnel practices of the Finance organization (4 divisions).

Management Assistant  
Los Angeles World Airports, Office of the Chief Financial Officer  
1999-2000

- Serve as staff assistant to the Chief Financial Officer.
- Prepare written correspondence and commission reports.
- Review, analyze and recommend position on proposed financial legislation.
- Prepare and monitor operating budget of the Chief Financial Officer.
- Coordinate the request for proposal process and contract administration.
- Review, analyze and make recommendations on budget expenditures and personnel practices of the Finance organization (3 divisions).

Project Assistant  
Los Angeles World Airports, Operating Budget Section  
1996-1999

- Analyze and review divisional budget proposals and requests.
- Serve as divisional budget liaison during budget preparation/implementation.
- Review and analysis of budget transfers.
- Formulate revenue projections for annual departmental operating budget.
- Prepare monthly revenue and expenditure variance reports.
- Review and analyze position control report.
AGENDA DESCRIPTION:

Presentation: Update on efforts to recruit for the vacant office of the City Treasurer and potential action by City Council regarding appointing a person or calling a special election to fill the vacancy.
(Fiscal Impact: N/A)

RECOMMENDED COUNCIL ACTION:

1. Receive and file presentation;
2. Take action regarding appointing or calling a special election to fill the vacancy in the office of the City Treasurer.
3. Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:

Staff Report from December 4, 2012 Council Meeting

FISCAL IMPACT:

Amount Budgeted: N/A
Additional Appropriation: N/A
Account Number(s): N/A

ORIGINATED BY: Mickie Tagle, Senior Executive Assistant
REVIEWED BY:
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:

The former City Treasurer resigned on November 22, 2012 and the City has until January 25, 2013 to either appoint a person to the vacant office or call a special election to fill the vacancy. As was stated in the staff meeting for the December 4, 2012 City Council Meeting, the cost of calling a special election will exceed $60,000 and could exceed $100,000. The City Clerk’s Office has still not been able to get an estimate from the County regarding the cost.

At the last City Council Meeting, City Council asked Staff to advertise vacant position of City Treasurer and to prepare an application as well as a general description of the duties of the office to provide to residents that may want to consider being appointed as City Treasurer. Staff did prepare such documents and posted the advertisement on the City website on Thursday, December 6, 2012. To-date, December 11, 2012, there are no
applicants. Staff will provide the Council with copies of the applications received by noon of the day of the Council Meeting by 2:00 p.m. of that day.

Based upon the discussion had by the Council during its last meeting, it appeared that the Council wanted to review the number and quality of applicants and then decide how to proceed at the next Council Meeting.
AGENDA DESCRIPTION:
Consideration and possible action regarding filling the vacancy in the elected office of the City Treasurer based upon former Treasurer Chris Powell’s resignation from that office on November 26, 2012. (Fiscal Impact: Unknown at this time)

RECOMMENDED COUNCIL ACTION:
1) Discuss potential options and/or potentially take action to fill the vacant City Treasurer position by either appointing a person to fill the position for the remainder of the term (April 2016) or holding a special election in June.
2) Alternatively, discuss and take other action related to this item.

ATTACHED SUPPORTING DOCUMENTS:
None

FISCAL IMPACT: Potential Budget Adjustment Required
Amount Budgeted: $0.00

ORIGINATED BY: Mark Hensley, City Attorney
APPROVED BY: Greg Carpenter, City Manager

BACKGROUND AND DISCUSSION:
On November 26, 2012 the City Clerk’s office received a letter of resignation from former Treasurer Chris Powell. Pursuant to Government Code §§ 1750(e) and 1770(c), the resignation creates a vacancy in the elected office of the City Treasurer. The term of office for the vacant position ends in April 2016.

Government Code § 36512 provides that, within 60 days of November 26th, the City Council may (1) appoint an eligible elector to fill the vacancy or (2) call for a special election for the voters to fill the vacancy. The special election must take place not sooner than 114 days after calling for the election. The City does not have an estimate at this time as to what the County will charge the City for calling a special election but it is estimated that such cost could well exceed $100,000. The City Attorney’s Office and Clerk’s Office are reviewing whether the election qualifies for a vote by mail only process which could substantially reduce the costs of the election.

The 60 day deadline for taking action to either appoint or call for a special election is January 25, 2013. The next special election that is more than 114 days from the time period within which the Council has to make a decision is June 4, 2013.
If the City Council chooses to appoint a person to the vacated office, the City Council could implement an application process or simply vote on persons nominated by Council Members. Any person selected by the City Council must be an eligible elector, i.e., a person must be a City resident and be eligible to vote. A person appointed to office would serve for the remainder of the term (April 2016).

Please note that a vote to appoint an individual to the City Council is a majority of the quorum. Accordingly, if only three Council Members are present to vote, two affirmative votes will appoint.¹