CITY OF ATLANTA

SHIRLEY FRANKLIN
MAYOR

55 TRINITY AVENUE, S.W
ATLANTA, GEORGIA 30335-0300
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02-C-1281

July 15, 2002

The Honorable Cathy Woolard, President
Members of the Atlanta City Council
55 Trinity Avenue, S.W.
Atlanta, Georgia 30335

Dear President Woolard and Members of Council:

It is my pleasure to appoint Mr. Richard J. Anderson as Chief Financial Officer for the City of Atlanta.

Until his retirement in 1991, Mr. Anderson ably served the City in a number of positions in the Finance Department—Chief Financial Officer, Deputy Commissioner of Finance, and Director of Budget Audit and Management Analysis. He is the architect of the budget process which integrated the management plan with the financial budget and won numerous awards from the Government Finance Officers Association. I am extremely pleased that he has agreed to come out of retirement to shepherd us through these difficult financial times. A copy of his resume is attached for your review.

Mr. Anderson's experience and training make him exceptionally well qualified to serve the City as Chief Financial Officer, and I respectfully urge your confirmation of his appointment.

Sincerely,

Shirley Franklin

Shirley Franklin

RICHARD J. ANDERSON

632 Allen Court N. W.
Atlanta, Georgia 30327
(404) 252-5781

EDUCATION

Bachelor of Science, Georgia State University
Master of Public Administration, Georgia State University

EXPERIENCE

January 2002-Present

Interim Chief Financial Officer, City of Atlanta

- Provide executive level financial management for $3.7 billion annual budget and three pension funds with assets totalling $1.2 billion, reporting to both the Mayor and the City Council.

- Provide management direction and supervision to Department of Finance consisting of five bureaus and 170 employees, with responsibilities including accounting, budgeting, risk management, payroll, employee benefits administration, internal audit, revenue forecasting, revenue collection, business licensing administration, debt administration, and cash management

1996-2001

Owner, Rick Anderson & Associates

- Provide a range of financial and management consulting services to clients, including governments, educational institutions, and businesses.

1991-1996

Director of Financial Services, Atlanta Regional Commission, Atlanta, Georgia

- Provided executive level financial management for Regional Planning Agency/Council of Governments serving ten county Metropolitan Atlanta region

- Provided management direction and supervision to Department of Financial Services in the administration of the agency's operating budget and accounting systems, monitoring financial and programmatic compliance with grantor requirements, and contracting for professional services

1989 -1991

Chief Financial Officer, City of Atlanta, Atlanta, Georgia

- Provided executive level financial management for $1.2 billion annual budget and three pension funds with assets totalling $650 million, reporting to both the Mayor and the City Council.

- Provided management direction and supervision to Department of Finance consisting of five

bureaus and 185 employees, with responsibilities including accounting, budgeting, risk management, program and productivity evaluation, payroll, employee benefits administration, internal audit, revenue forecasting, revenue collection, business licensing administration, debt administration, and cash management

- Directed long-range financial planning and forecasting, management development, budget projections, cost analysis for projects and forecasting for needed services
- Represented the city in complex contract negotiations and problem resolution
- Served as the city's liaison with credit rating agencies, banks, and the local business community. Represented the city's interests before state and federal legislative and administrative bodies
- Promoted goodwill through frequent contact with the public to maintain positive public relations and government reputation

1988 -1989

Deputy Commissioner of Finance, City of Atlanta Department of Finance, Atlanta, Georgia

- Assisted the Commissioner of Finance in the direction and management of the Department of Finance
- Responsible for development of personnel management and information systems plans for the department
- Provided supervision and management direction to budget and program and performance evaluation functions

1982 -1988

Director of Budget and Management Analysis, City of Atlanta Department of Finance, Atlanta, Georgia

- Responsible for the preparation and management of the City's annual capital and operating budgets
- Conducted research and made recommendations to the Mayor and Council concerning budget and management issues
- Approved all changes and deviations from original budget
- Supervised professional staff
- Provided management supervision and direction to grants management function

Various positions, City of Atlanta Department of Finance, Atlanta, Georgia

- Chief Financial Analyst
- Financial Analyst III
- Accountant I, II, and III
- Accounting Assistant

MAJOR ACCOMPLISHMENTS

- Oversaw the issuance of $640 million in bonds for improvements to Hartsfield International Airport
- Restructured the city's budget process
- Installed Management by Objectives focus to budget
- Designed new procedures and forms to streamline budget process
- Redesigned printed budget documents to provide more understandable information to elected officials, city managers, and the public at large
- Recommended and had adopted new investment policies for pension funds which improved investment earnings by 25%
- Received the Award for Distinguished Budget Presentation, Government Finance Officers Association in 1986, 1988, 1989, and 1990
- Received the Certificate for Achievement of Excellence in Financial Reporting, Government Finance Officers Association for 1989, 1990, 1992, 1993, 1994, and 1995
- Designed and implemented automated accounting systems for new federal grant programs with annual revenues of over $60 million
- Developed departmental newsletter, employee activities committee, and employee recognition program
- Oversaw the first Certificates of Participation and Tax Anticipation Notes issued by the city

PROFESSIONAL COMMITTEES AND BOARDS

Georgia Municipal Association, Revenue and Finance Committee
Association of County Commissioners of Georgia, Revenue and Finance Committee
Research Atlanta, Finance Advisory Committee
American Society for Public Administration, North Georgia Governing Council
Georgia Governmental Finance Officers Association, Governmental Relations Committee
City of Atlanta Computer Applications Priority Board
Atlanta Area Technical School, Accounting Program Advisory Committee
Georgia State University Alumni Association, Strategic Planning Committee
Atlanta Organizing Committee (1996 Olympic Games), Finance Committee
Central Atlanta Progress, Peachtree/Auburn Design Finance Committee
Atlanta/Fulton County Water Authority, Advisory Committee

PRESENTATIONS

Present frequently to public interest and civic groups
Present at seminars and workshops sponsored by federal and state agencies
Guest lecturer at Atlanta University, Georgia State University and Georgia Tech
Provide testimony before committees of the United States Congress
Provide testimony before the Georgia General Assembly