

Mark D. Alvarado, CPA

EDUCATION University of Southern California
Los Angeles, CA
Bachelor of Science in Accounting

Certified Public Accountant

TEACHING University of Southern California
2023 to Present
Adjunct Professor, Sol Price School of Public Policy
Public Financial Management and Budgeting

EXPERIENCE *GOVERNMENTAL FINANCIAL CONSULTANT*
2017 to Present

Served as interim finance director for the cities listed below. Assist governmental entities with key finance department responsibilities. This includes creating and or overseeing the citywide budget process, the creation of capital improvement budgets, budget projections, year-end closing and audit preparation, debt financing including pension obligation bonds, pension cost analysis, organizational review of the finance department, General Fund long term forecasting, financial sustainability plans, fee and charge review and implementation, financial policy review and update, OPEB trust set up, and retiree medical plan alternatives.

Clients include:

- City of Irvine, Interim Finance Director/Consulting
- City of La Verne, Interim Finance Director/Consulting
- City of Ontario, Interim Finance Director/Consulting
- City of El Monte, Interim Finance Director
- Consulting for the Cities of Monrovia, San Gabriel, Santa Ana, Monterey Park, and Huntington Beach

CITY OF MONROVIA

1992 to 2016

Administrative Services Director/Assistant City Manager – 2009 to 2016

In conjunction with the City Manager, provided direct oversight and supervision of operational and/or functional areas of all City departments. This included reviews of all budgets with department heads, making recommendations related to their content, financing, and implementation strategies.

Responsible for the overall financial strategy of labor negotiations with the City's employee associations. Directed the Human Resources Manager to negotiate certain employee benefits and created the policy to have all employees pay a portion of pension costs. Gave direction to the Human Resources Manager on employee disciplinary actions.

Assisted and participated in the selection, evaluation, development and termination of City employees, and assisted in the execution of disciplinary action. Also worked with each department head to review staffing levels and make recommendations to the City Manager on any new staffing.

Worked with the Economic Development staff to maintain the Successor Agency properties, including gathering information for land use decisions, marketing available properties for sale.

Served as Interim City Manager for four months in 2012. In that time represented the Redevelopment Agency in mediation regarding a lawsuit over the sale/condemnation of certain property, saving the Agency \$4 million. Also oversaw the dissolution of redevelopment agencies by the State, beginning the process of creating our Oversight Board and eliminating the seven funded positions.

Administrative Services Director – 1996 to 2009

Full responsibility for all financial activities associated with general accounting, payroll, accounts payable, accounts receivable, utility billing, purchasing, and budgeting. Responsible for managing the City's overall estimated \$60 million annual budget, including the former Redevelopment Agency and the current Successor Agency. Presented to Council a balanced budget for 20 consecutive years. In 2009 coordinated with the City Manager a plan to reduce the City budget by over \$2 million due to the economic downturn. Over three years, reduced staffing by 20% and increased employee pension contributions.

Oversaw the financing and debt repayment of all of the City and Redevelopment Agency's bonded debt. Completed refinancing of all the Agency's debt. Also managed the City's overall investment portfolio, ranging from \$30 million to \$40 million.

Oversaw the financial audit conducted by an outside CPA firm. Our audited financial statements received an excellence in financial reporting award for 20 consecutive years.

Spent four years as the Assistant Finance Director, from 1992 to 1996.

VICENTI, LLOYD & STUZMAN, CPA's

1989 to 1992

Audit Supervisor

Responsible for planning and coordinating audit engagements of school districts and other governmental agencies.

BAKER & ROBERTS, CPA's

1986 to 1989

Audit Supervisor

Responsible for performing detailed examinations of the financial records for governmental agencies.

BEVERLY ENTERPRISES

1984 to 1985

Tax Accountant

Preparation of \$1 billion+ federal consolidated and 195 state and local income tax returns covering 47 states for health care company.

INTERNAL REVENUE SERVICE

1981 to 1984

Revenue Agent

Conducted corporate and individual income tax audits.

COMPUTER

EXPERIENCE Proficient with Windows and all Microsoft Office programs.

AFFILIATIONS

- California Society Municipal Finance Officers Association (CSMFO)
- Member since 1993; Board member 2000 to 2008; President 2006
- Government Finance Officers Association
- City of Monrovia Employees Federal Credit Union
- Holy Name of Mary School, San Dimas (Finance and Festival Committee Chairs)

REFERENCES Furnished Upon Request