

2013 CALAFCO Staff Workshop

April 10 - 12, 2013

**Retooling for
The Next 50
Years...**



*...Fewer Resources &
Higher Expectations*

Davis, CA Hosted by:



Workshop Details

Mobile Workshop

Innovations in Food Science and Agriculture
Wednesday, April 10, 2013*
7:30 a.m. – 1:30 p.m.

Special Session

LAFCO 101
Wednesday, April 10, 2013
Noon – 1:30 p.m.

Workshop Registration

Wednesday, April 10, 2013
Hallmark Inn
7:00 a.m. – 5:00 p.m.

Thursday, April 11, 2013
Hallmark Inn
8:00 a.m. – Noon

Workshop Refreshments

Breakfast provided daily by
Hallmark Inn
Wednesday (6:30 – 9:00 a.m.)
Thursday (6:30 – 9:00 a.m.)
Friday (6:30 – 8:30 a.m.)

Mini Wine & Beer Competition Reception

Wednesday
Hallmark Inn – 5:00 – 7:00 p.m.
Dinner on your own

Thursday lunch, dinner, and other refreshments provided by

Inspiration Catering, Davis CA

Lunch

Thursday (12:30 – 1:30 p.m.)

CALAFCO Reception and Dinner

Thursday
6:30 – 8:30 p.m.
Includes no host bar

* Advanced registration and fee required



Special Thanks

Workshop Host

Yolo LAFCo
Christine Crawford, Executive Officer
Terri Tuck, Clerk

Program Committee Chair

Stephen Lucas, Butte LAFCO
CALAFCO Deputy Executive Officer

Program Committee

Marjorie Blom, Bob Braitman,
Scott Browne, David Church,
Carole Cooper, Christine Crawford,
Brendon Freeman, Stephen Lucas,
Samuel Martinez, Colette Metz,
Amy Mickelson-Beadle, Pamela Miller,
Joy Stover, Lou Ann Texeira,
Terri Tuck, George Williamson

CALAFCO Staff

Pamela Miller, Executive Director
Jeni Tickler, Executive Assistant
Lou Ann Texeira, Executive Officer
Marjorie Blom, Deputy Executive Officer
Stephen Lucas, Deputy Executive Officer
Samuel Martinez, Deputy Executive Officer
Clark Alsop, Legal Counsel



Wednesday, April 10th

7:30 a.m. – 1:30 p.m.

Mobile Workshop

Meet at Hallmark Inn

Noon – 1:30 p.m.

LAFCo 101

Speaker: Bob Braitman, Executive Officer,
Santa Barbara LAFCo

Location: Hallmark Inn Sequoia Room

1:45 p.m.

Workshop Welcome

Olin Woods, Yolo LAFCo Chair
Ted Novelli, CALAFCO Board Chair

2:00 p.m. – 3:00 p.m.

Opening Session

Retooling for the Future – How Today's Fiscal Climate is Shaping Tomorrow

Hear from one of California's leading financial experts on the current key financial health indicators for the state and the future outlook for California's financial health. Michael will talk about the financial disincentive for annexations given the current economic climate, and the resulting impacts, especially on disadvantaged unincorporated communities. He will also be sharing the latest news on SB 56.

Speaker: Michael Coleman, Fiscal Policy Advisor, League of California Cities

Moderator: Christine Crawford, Yolo LAFCo

Location: Odd Fellows Hall Upper Room

3:15p.m. – 5:00 p.m.

Roundtable Discussions

All staff & Assoc. Members Pamela Miller
Odd Fellows Hall Upper Room

Legal Counsel Clark Alsop
Hallmark Inn

5:00 p.m. – 7:00 p.m.

Reception

Hallmark Inn

Thursday, April 11th

9:00 a.m. – 10:45 a.m.

Concurrent Sessions

Developing and Maintaining a Clerk's Manual

Knowledge management is key to successful organizations and employees. This session focuses on the creation of a *Go-To Guide* for processing applications, publishing, recording, checklists examples, etc. A must have for all LAFCo Clerks!

Speakers: Joy Stover, Clerk, Butte LAFCo;
Marjorie Blom, Executive Officer,
Stanislaus LAFCo

Moderator: Joy Stover, Butte LAFCo

Location: Hallmark Inn Sequoia Room

LAFCo 201

If you've ever asked yourself or plowed through CKH to find out: Do we need to provide notice for this proposal? Does the commission need to have a public hearing for that proposal? Can we waive protest proceedings this time around? Do those two districts *have to* consolidate or can we get there some other way? Then, join us for a discussion on two topics of interest:

- Notice, Hearing and Waiver of Protest Proceedings – a look at §56662 and §56663
- Special Districts: Consolidation v. Reorganization: What Can Work

Speakers: P. Scott Browne, Counsel to LAFCos;
David Hurst, Sonoma LAFCo
Counsel; John Benoit, Executive
Officer to LAFCos

Moderator: Carole Cooper, Sonoma LAFCo

Location: Hallmark Inn Manzanita Room



Thursday, April 11th

9:00 a.m. – 10:45 a.m.

Concurrent Sessions**GIS Mapping: Join in on the COGO Line!**

This session focuses on using Geographic Information Systems (GIS) to map and link recorded documents making it easy to find, retrieve, share and use archived documents online.

Speakers: Bob Braitman, Executive Officer, Santa Barbara LAFCo; Aleksandar Jevremovic, County Surveyor/Deputy Public Works Director, County of Santa Barbara; Mike Prater, Analyst, San Luis Obispo LAFCo

Moderator: Mike Prater, San Luis Obispo LAFCo

Location: Odd Fellows Hall Upper Room

Making Sense of CEQA

This session will explore LAFCo commenting on draft environmental documents as a responsible agency; effectively requesting the scope of an environmental review be adapted by the local agency to conform to a pending LAFCo action; and how to proactively deal with a local lead agency when they are considering an organizational change that will be coming to LAFCo. The panel will also provide valuable insights on recent CEQA cases, court rulings and best practices for LAFCos.

Speakers: Pat McCormick, Executive Officer, Santa Cruz LAFCo; David Ruderman, Attorney, Colantuono & Levin, PC

Moderator: George Williamson, AICP, Humboldt LAFCo

Location: Odd Fellows Hall Lower Room



11:00 a.m. – 12:30 p.m.

General Session**Ethics, Ethics Laws and the FPPC**

Recent scandals have undermined public trust and confidence in local government and renewed demands for more transparency and oversight. Ethics laws have their limits, however, in determining ethical conduct. Participants in this session will discuss the special ethical dimensions of being in public service, as well as the distinction between ethics and ethics laws. Participants will also learn where the FPPC is heading in terms of both regulations and enforcement under California's Political Reform Act.

Speakers: JoAnne Speers, Executive Director, Institute for Local Government; Gary Winuk, Chief of Enforcement, FPPC

Moderator: Pamela Miller, CALAFCO

Location: Odd Fellows Hall Upper Room

1:45 p.m. – 3:00 p.m.

Concurrent Sessions**LAFCo Legal Practices: Developing Forms, Contracts and Agreements**

This is a how-to session on selecting appropriate legal forms and contracts to effectuate LAFCo actions to include developing agreements between agencies, contracts with consultants and standardized legal forms such as applications, indemnity agreements and agreements to pay.

Speaker: P. Scott Browne, Counsel to LAFCos

Moderator: Stephen Lucas, Butte LAFCo

Location: Odd Fellows Hall Upper Room



Thursday, April 11th

1:45 p.m. – 3:00 p.m.

Concurrent Sessions

Mutual Water Companies: Dealing with the Implementation of AB 54

Potable water service is essential to the sustainability of all communities regardless of whether the water system is privately or publicly operated. Recently enacted Assembly Bill 54 directs LAFCOs to begin collecting information and maintaining databases specific to mutual water companies. This session is intended to explore Assembly Bill 54 with respect to the new requirements of these privately operated water systems as well as the methods currently being employed by certain LAFCOs in collecting and maintaining pertinent information on mutual water companies.

Speakers: Carole Cooper, Asst. Executive Officer, Sonoma LAFCO; Mike Prater, Analyst, San Luis Obispo LAFCO; Brian Phillips, Rural Community Assistance Corporation
 Moderator: Brendon Freeman, Napa LAFCO
 Location: Odd Fellows Hall Lower Room

New Age Tech Tools - Part I of II

This session focuses on sharing some free and quick reference tools and provides practical examples of how they are used. Clerks are encouraged to attend.

Speaker: Colette Metz, Clerk, Humboldt LAFCO
 Moderator: Joy Stover, Butte LAFCO
 Location: Hallmark Inn Sequoia Room

State Board of Equalization – Part II of II

This session will review the Statement of Boundary Change form and current requirements. Clerks are encouraged to attend.

Speakers: Ricard Schwarting, Research Manager, and Ana Marie Price, Research Analyst II, CA State Board of Equalization
 Moderator: Joy Stover, Butte LAFCO
 Location: Hallmark Inn Sequoia Room

3:15 p.m. – 4:45 p.m.

Concurrent Sessions

LAFCo Case Law and JPAs

The session will review recent legal cases that either directly or indirectly affect LAFCO functions/practices and issues involving the LAFCO role in evaluating joint powers agreements.

Speakers: P. Scott Browne, Counsel to LAFCOs; Marsha Burch, Attorney; David Ruderman, Attorney, Colantuono & Levin, PC
 Moderator: Stephen Lucas, Butte LAFCO
 Location: Odd Fellows Hall Lower Room

Public Relations and Interagency Cooperation: Methods for Successful Communication

Public relations is a strategic communication process that builds mutually beneficial relationships between organizations and their publics. Come learn how to effectively and positively communicate your messages or position to the general public or to other public agencies through effective communications methods including media outreach, partnerships, personal communications and more.

Speakers: Veronica Rodriguez, Media Specialist, Senate Majority Caucus; Brian Green, Principal Consultant, Senate Majority Caucus; Christi Black, Vice President, Edelman Public Relations
 Moderator: Stephen Lucas, Butte LAFCO
 Location: Odd Fellows Hall Upper Room

Rosenberg's Rules of Order

Learn how to facilitate proper debate protocol in your Commission; the rights and obligations of the Commission and those of the public during a Commission Meeting.

Speaker: The Honorable Dave Rosenberg, Presiding Judge, Yolo County Superior Court Appellate Division
 Moderator: Terri Tuck, Yolo LAFCO
 Location: Hallmark Inn Sequoia Room

Friday, April 12th

8:30 a.m. – 10:00 a.m.

General Session**Leadership Practices in Local Agencies**

Exercising leadership is complex for local agency executives. There is always a choice of roles which can be played in any given situation, and the role may change as the issue matures. This session uses a case study to open a discussion on the leadership practice in local agencies. You will use the case to consider various roles the executive may play and the outcomes of those choices. The conversation moves to each individual's consideration of your own choices of roles and exercise of leadership. We are typically comfortable with a few, but are there more? What are the risks? You will leave with a broader understanding of your exercise of adaptive leadership in local agencies, and a few more leadership tools to consider in your practice.

This session uses a case study as part of the discussion. A copy of the case study will be provided to all participants upon registration. It is requested you read the case study prior to the start of this session for maximum benefit.

Speaker: Bill Chiat, Dean and Manager, CSAC Leadership Institute Director
 Moderator: Pamela Miller, CALAFCO
 Location: Odd Fellows Hall Lower Room



10:00 a.m. – 10:30 a.m.

Workshop Wrap up – Consolidated Roundtable

This highly interactive session creates the opportunity for us to collectively share our learnings over the past two days and provide workshop feedback.

Moderator: Pamela Miller, CALAFCO
 Location: Odd Fellows Hall Lower Room

10:30 a.m. – 11:15 a.m.

Legislative and CALAFCO Update

The latest and greatest legislative news from Sacramento and what's happening with CALAFCO.

Speakers: Harry Ehrlich, CALAFCO Legislative Committee Co-Chair; Kris Berry, CALAFCO Legislative Committee Co-Chair; Pamela Miller, CALAFCO; Lou Ann Texeira, CALAFCO Executive Officer
 Location: Odd Fellows Hall Lower Room



Location and Sponsors

Workshop Location

The Odd Fellows Hall is located less than four blocks from the Hallmark Inn.

Outstanding shops and restaurants are located throughout downtown Davis.



Visit Davis' Downtown Farmers Market
Wednesday, April 10th
4:30 – 8:30 p.m. and
Picnic in the Park
Featuring music from local bands



Special Thank You

Yolo LAFCo and CALAFCO thank those who contributed to the participant gift bags including:

- Davis Downtown
- The Davis Enterprise
- Whole Foods Market Davis
- Yolo County Visitors Bureau

Workshop Sponsors

Thank you to the Sponsors who make the Workshop possible. Their support ensures quality educational workshops from CALAFCO.

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*Thanks for visiting Davis
Have a safe trip home*

**See you at the CALAFCO Annual Conference
in Squaw Creek, North Lake Tahoe on August 28 – 30, 2013**