

**CITY MANAGER'S REPORT
AUGUST 12, 2019 CITY COUNCIL REGULAR MEETING**

ITEM 5.5

**ITEM: APPOINTMENT OF VOTING DELEGATE FOR 2019
LEAGUE OF CALIFORNIA CITIES ANNUAL
CONFERENCE**

**RECOMMENDATION: Appoint City's Voting Delegate for the 2019 League
of California Cities Annual Conference, October 16-
18, Long Beach**

BACKGROUND:

Each year, the League of California Cities holds an Annual Conference and business meeting to decide League policy for the upcoming year. This year, the Conference is being held at the Long Beach Convention Center, October 16 - 18, 2019. In order for the City to participate as a voting member during the Annual Business Meeting, the City Council must formally appoint one voting delegate and an alternate as the City's official representatives.

Tonight's discussion item is intended for the City Council to discuss availability amongst its members, consider formally appointing one voting delegate and potentially an alternate as the City's official representatives.

REASON FOR RECOMMENDATION:

The City would like to remain informed and participate in the policy decision-making process for the League of California Cities.

FISCAL IMPACT:

Sufficient funds are available in the City Council Training & Travel account for FY 2019-20 for one to two Councilmembers to attend this event. The approximate cost per person is estimated at \$550 for conference registration, hotel expenses, and airfare is approximately an additional \$850. The total cost is expected not to exceed \$1,400 per person.

ATTACHMENTS:

- A. 2019 Annual Conference Announcement and Tentative Schedule of Events
- B. 2019 Annual Conference Voting Procedures and Delegate/Alternate Form

**CITY MANAGER'S REPORT
AUGUST 12, 2019 CITY COUNCIL MEETING
VOTING DELEGATE FOR 2019 LOCC ANNUAL CONFERENCE**

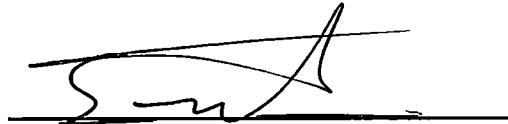
APPROVALS:



Teresa Vargas
City Clerk

7/31/19

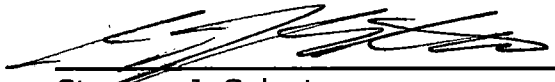
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Salvador Navarrete
City Attorney

8-1-19

Date



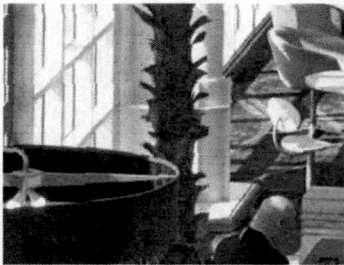
Stephen J. Salvatore
City Manager

8-6-19

Date

ATTACHMENT A

ANNUAL CONFERENCE & EXPO | 2019



OCTOBER 16-18, 2019

LONG BEACH CONVENTION CENTER

Early Bird Registration Deadline: August 14, 2019

Housing Deadline: September 24, 2019

Pre-Registration Deadline: October 2, 2019



INVITATION TO ATTEND

I am excited to invite you to attend the League of California Cities 2019 Annual Conference & Expo in Long Beach this October 16–18.

The League's Annual Conference & Expo is an opportunity for city officials to learn and collaborate on solutions for the common challenges facing California cities. And an opportunity to celebrate the accomplishments of California cities and the League.

When you are in Long Beach, you will want to be sure to visit the Expo, where you will meet companies that provide products and solutions to help you enhance the services you provide for your communities.

I look forward to seeing you in Long Beach this fall!

Jan Arbuckle

Council Member, Grass Valley

President, League of California Cities

PROGRAM AT A GLANCE:

Wednesday, October 16

8:00 a.m. – 6:00 p.m.	Registration Open
8:30 a.m. – 1:00 p.m.	City Clerks Workshop <i>(additional registration required)</i>
9:00 – 11:00 a.m.	Policy Committees; AB 1234 Ethics Training
11:00 a.m. – 12:00 p.m.	Department Business Meetings
11:30 a.m. – 1:15 p.m.	Regional Division Lunches
12:45 – 1:15 p.m.	First Time Attendee Orientation
1:30 – 3:30 p.m.	Opening General Session
3:45 – 5:00 p.m.	Concurrent Sessions
5:00 – 7:00 p.m.	Grand Opening Expo Hall & Host City Reception <i>(exhibitor exclusive; no competing events)</i>
7:00 – 10:00 p.m.	CitiPAC Leadership Reception

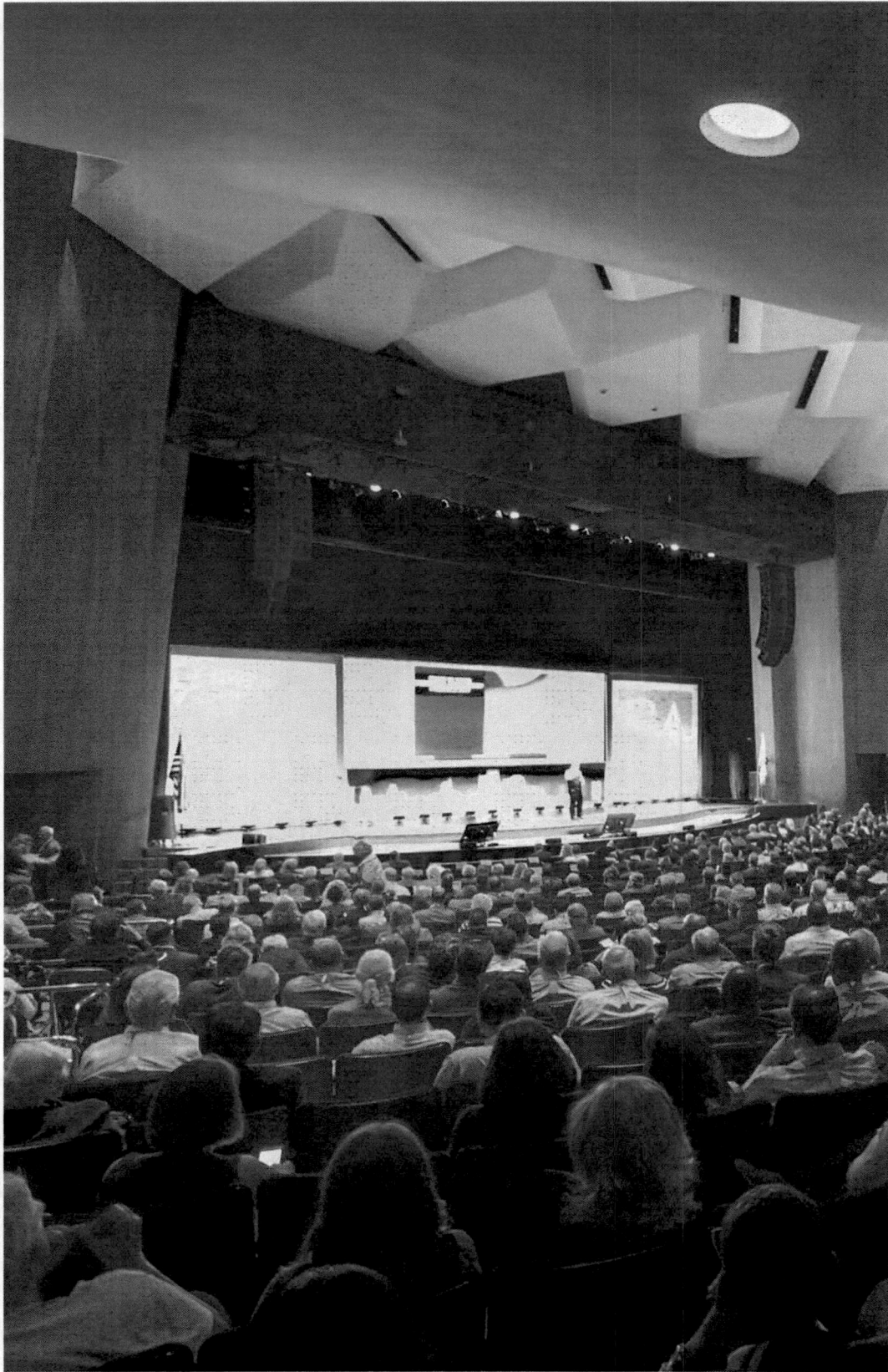
Thursday, October 17

7:00 a.m. – 4:00 p.m.	Registration Open
8:15 – 9:30 a.m.	Concurrent Sessions
9:00 a.m. – 4:00 p.m.	Expo Open
9:45 – 11:45 a.m.	General Session
11:30 a.m. – 1:00 p.m.	Attendee Lunch in Expo Hall
1:00 – 2:15 p.m.	General Resolutions Committee
1:00 – 5:30 p.m.	Concurrent Sessions
2:15 – 2:45 p.m.	Diversity Caucus Board Meetings
4:00 – 5:30 p.m.	Board of Directors Meeting
Evening	Division and Caucus Events

Friday, October 18

7:30 a.m. – 12:00 p.m.	Registration Open
7:30 – 9:15 a.m.	Regional Division Breakfasts
8:00 a.m. – 12:15 p.m.	Concurrent Sessions
8:45 – 10:45 a.m.	AB 1661 Sexual Harassment Prevention Training
12:30 – 2:30 p.m.	Closing Luncheon & General Assembly

NOTE: Conference Registration is required to attend all conference activities including Department and Division meetings and the General Assembly.



CONFERENCE OVERVIEW

GENERAL SESSIONS

During the Opening General Session on Wednesday, attendees will hear from a dynamic keynote speaker and the League will announce the winners of the Helen Putnam Award for Excellence.



On Thursday morning, attendees will hear from a variety of speakers about “futuristic” tools that are available to city leaders of today and how technology will continue to transform the landscape of our communities. Hear ideas on how you can ensure your city will not only survive, but also adapt and thrive as our state experiences major changes in demographics, mobility, and technology.

Friday’s General Session is where the work gets done. Come celebrate the future of the League as the 2019 — 20 Board of Directors are sworn into office. In addition, any resolutions approved by the policy committees and/or General Resolutions Committee will be considered.





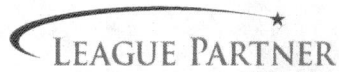
EDUCATIONAL SESSIONS

Panels, Facilitated Discussions, and Speed Sessions

Educational sessions at the Annual Conference are offered in a variety of formats and include professional development focused on leadership skills and workable solutions. Targeting a broad audience, sessions concentrate on innovative, evidence-based, and discussion-provoking trends, tools and best practices. Connecting professional experience and collective understanding, these sessions aim to provide attendees the opportunity to gain practical skills and useful resources. Session titles and descriptions will be posted at www.cacities.org/AC as they are confirmed.

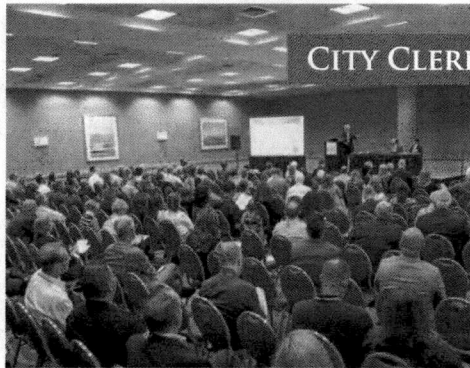
State Mandated Training

Training to meet state requirements on specific ethics laws and principles and workplace harassment prevention, discrimination and retaliation will be offered. Understanding Public Service Ethics Laws and Principles (AB 1234 Training) will be available as a pre-conference workshop on Wednesday morning, and Sexual Harassment Prevention Training for City Officials (AB 1661/1825 Training) will be available Friday morning during the concurrent sessions.



LEAGUE PARTNERS SPEAKER THEATER

Located in the League Partners Village on the Expo floor, the Speaker Theater will showcase presentations by League Partners.



CITY CLERKS WORKSHOP

(Wednesday, October 16)

The annual City Clerks Workshop is scheduled on Wednesday morning at 8:30 a.m. The workshop begins with a 30-minute department business meeting followed by a four-hour workshop. Additional registration required; CMC/MMC Advanced Education Point accreditation will be available.

CITY ATTORNEYS' TRACK

The League City Attorneys' Department will present its municipal law track at the Annual Conference, providing Minimum Continuing Legal Education (MCLE) presentations for California attorneys. Legal updates will be offered in municipal litigation subject areas: General Municipal Law, Torts & Civil Rights, Labor & Employment, and Land Use & CEQA. Additional timely municipal law topics will be covered. The department's track will also include one hour of MCLE specialty credit. All conference attendees are welcome to attend City Attorneys' Track presentations of interest.





ORGANIZATION MEETINGS AND SESSIONS

First Time Attendees

A special presentation to welcome first-time attendees is scheduled for Wednesday, October 16, at 12:45 p.m. Join us to hear about our organization and how to get the most out of your conference experience.

Municipal Departments

Functioning as professional societies with educational and networking opportunities, professional departments play an essential role in forming League policy and programs. Discover what your colleagues are working on with the League by attending the department business meetings at 11:00 a.m. on Wednesday.

Policy Committees

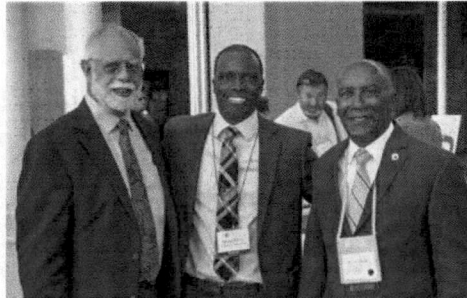
Close to 350 city officials serve on the League's policy committees and add their collective expertise, wisdom and opinions to the policy debate that is the foundation of League policy. Recommendations from the policy committees are forwarded to the League Board of Directors or General Assembly. Policy committees will meet on Wednesday morning as needed to review Annual Conference Resolutions and other pending issues.



General Resolutions Committee

The General Resolutions Committee (GRC), which comprises representatives from each division, department, policy committee and individuals appointed by the League President, will meet on Thursday afternoon to consider resolutions. Resolutions approved by the policy committees and/or GRC are next considered by the General Assembly on Friday. See page 9 for more information.

NETWORKING OPPORTUNITIES



Diversity Groups

The Board of Directors has recognized five diversity groups: African-American Caucus; Asian-Pacific Islander Caucus; Lesbian, Gay, Bisexual & Transgender, Queer Caucus; Latino Caucus and Women's Caucus. Sign up to join one or more of the League's caucuses. Caucus networking events at the Annual Conference are open to all attendees.

Regional Divisions

Regional Divisions function as the League's grassroots advocacy teams. Divisions are staffed locally by regional public affairs managers to support League goals. Contact your regional manager (www.cacities.org/regionalmanagers) for more information about division networking events during the conference. Additional fees may apply.

Host City Reception

The City of Long Beach welcomes delegates to the League of California Cities Annual Conference & Expo. Please join us at the opening night host city reception and enjoy a selection of delicious hors d'oeuvres. The reception will take place from 5:00 – 7:00 p.m. on Wednesday, October 16, at the Long Beach Convention Center in the Expo Hall. A registration badge is required to access the event.

CitiPAC — Leadership Reception

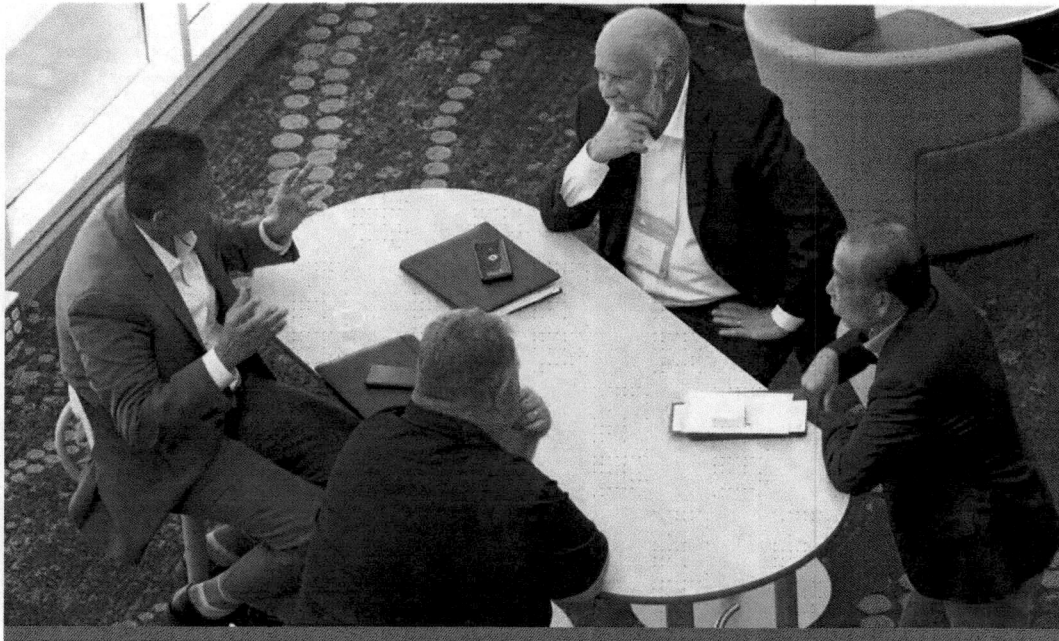
In conjunction with host Keenan & Associates, CitiPAC will present its Leadership Reception immediately following the host city reception. Join conference attendees for this wonderful event in support of CitiPAC, featuring food, beverages and entertainment.



ANNUAL CONFERENCE RESOLUTIONS PROCESS



Policy development is a key part of the League's legislative effectiveness. The League's Annual Conference resolutions process is one way that city officials can directly participate in the development of League policy. Any elected or appointed city official, individual city, division, department, policy committee, or the Board of Directors may submit a resolution for consideration at the conference. For complete information on the process and how to submit a resolution, visit www.cacities.org/resolutions.



2019 RESOLUTIONS CALENDAR AND DEADLINES

Before the Conference

Friday, July 12: Deadline for submitting appointments to the General Resolutions Committee.

Saturday, August 17, Midnight: Deadline for submitting resolutions to the League office by regular mail, email or fax.

Friday, August 30: Resolutions distributed to city officials and posted on the League website.

At the Conference

Wednesday, October 16, 9:00 — 11:00 a.m.: Policy committees meet to review resolutions and make recommendations to the General Resolutions Committee on resolutions assigned to each committee.

Thursday, October 17, 12:30 p.m.: Deadline to submit signatures to qualify a petitioned resolution.

Thursday, October 17, 1:00 p.m.: General Resolutions Committee meets to consider and make recommendations on resolutions.

Friday, October 18, 12:30 p.m.: Consideration of resolutions by cities in the General Assembly at the Annual Business Meeting. (*Voting Delegates must be registered for the conference and must stay until conclusion of voting. They may register for Friday only.*)

EXHIBITOR LISTING *(as of May 10)*

Bold are League Partners

ADA Consultant Services
AED Total Solution
Alliance Resource Consulting
Allied Powers LLC
Ameresco
American Ramp Company
Amgen Tour of California
ANP lighting
Architerra Design Group
Asphalt Zipper, Inc.
Avenu Insights & Analytics (MuniServices)
Best Best & Krieger
Blais & Associates, Inc.
Blount International
Bob Murray & Associates
Burke, Williams & Sorensen
California Association of Code Enforcement Officers
California Association of Public Information Officials
California Association of Public Procurement Officials
California Building Officials (CALBO)
California Consulting, Inc.
California Department of General Services
California High-Speed Rail Authority
California Housing Finance Agency (CalHFA)
California Joint Powers Insurance Authority
California State University San Bernardino
CentralSquare Technologies
Charles Abbott Associates, Inc. (CAA)
Citrus Pest and Disease Prevention Program
CleanStreet
Climatec LLC
CSG Consultants
Dapeer, Rosenblit & Litvak, LLP
Dave Bang Associates, Inc.
Davey Resource Group, Inc.
David Taussig & Associates
Department of Housing and Community Development
Diehl Metering LLC
Diesel Technology Forum
DLR Group
DRC Emergency Services/SLS
Earth Systems
eCivis
ECS/Gold Crew
EdgeSoft, Inc.
ENGIE Services U.S.
Ennis-Flint
Enterprise Fleet Management
Fieldman, Rolapp & Associates, Inc.
First Capitol
ForeFront Power
George Hills
GHD
Gordian
GovHR USA
GovPayNet
Granicus
Graphic Solutions
Greenfields Outdoor Fitness
HAI, Hirsch & Associates Inc.
Hapco
HB Staffing
HdL Companies
Holman Capital Corporation
HR Green, Inc.
IES / SitelogIQ
In God We Trust, Inc.
INFRAMARK
Intelligent Traffic Equipment Marketing Ltd.
Interwest Consulting Group
J.M. Equipment Company
Johnson Controls
Jones & Mayer
JustServe
Kaiser Permanente
Keenan & Associates
Keyser Marston Associates, Inc.
KOMPAN Playgrounds
Kosmont Companies
Learn4Life
LECET Southwest
Library Systems & Services
Liebert Cassidy Whitmore
LINC Housing
Lincoln Financial Group
Mattress Recycling Council
Meyers Nave
MGO





Michelson Found Animals Registry
 MNS Engineers
 Municibid
 Navio International
 NLC Service Line Warranty Program
Northern California Carpenters Regional Council
NV5
 Omega II Fence Systems
 Optimum Seismic Inc.
 Otto Environmental Systems North America, Inc.
PARS
 PARSAC
 PERC Water Corporation
 PetData
PFM Financial Advisors LLC
 Piper Jaffray & Co.
 PowerFlare (PF Distribution Center, Inc.)
 Powersmiths International Corp.
 Precision Concrete Cutting
 Public Restroom Company
 Radarsign, LLC
 Ralph Andersen & Associates
Renne Public Law Group
Republic Services
Richards Watson Gershon
 RICKMAR Products LLC
 Ring
 RJM Design Group, Inc.
 RKA Consulting Group
 SA RECYCLING LLC
 SAFEbuilt, LLC
 SafetyStepTD
 Schaefer Systems International
Schneider Electric

ScholarShare 529
 SDI Presence LLC
 Security Lines US
SERVPRO
 Siemens Energy
 Silver & Wright LLP
 Sloan Sakai Yeung & Wong LLP
Smart Cities Prevail
 SmartWatt
 SolarMax LED
 Stalker Radar
 State Water Resources Control Board
 Study.com
 Superior Tank Solutions
 SwiftComply US OpCo Inc.
 SyTech Solutions
 TAPCO
 TBWB Strategies
 The Code Group, Inc., dba VCA Code
 The Pun Group, LLP
 The San Diego Foundation
 TNT Fireworks
 Toyota Motor North America
Trane Energy Solutions
Transtech Engineers, Inc.
 Troy & Banks
Vanir Construction Management, Inc.
 ViewPoint Cloud
 Wagners CFT LLC
 WEH Technologies Inc.
Wells Fargo Bank
West Coast Arborists, Inc.
Willdan
William Avery & Associates, Inc.
Ygrene

REGISTRATION INFORMATION

Pre-Registration Deadline: October 2, 2019

After this date, please register onsite.



Conference Location

The 2019 Annual Conference & Expo will be held at the Long Beach Convention Center, located downtown at 300 East Ocean Boulevard. All sessions will be held at the convention center unless otherwise noted.

Full Registration Includes:

- Admission to Expo and education sessions (*unless otherwise indicated*)
- Wednesday host city reception; Thursday grab-and-go breakfast; Thursday lunch with exhibitors; Friday closing luncheon
- Admission to CitiPAC and Diversity Caucus Receptions
- Electronic access to all program materials

Online Registration (credit card): Visit www.cacities.org/AC

Mail-in Registration (pay by check): Contact mdunn@cacities.org to request a registration form.

NOTE: Conference Registration is required to attend all conference activities including Department and Division meetings and the General Assembly. Sharing of registration is prohibited.

Full Conference Registration Fees

	Early Bird Through August 14	After August 14 and onsite
City Delegate		
Member City	\$550	\$600
Non-Member City	\$1550	\$1600
Public Official		
State/County/Public Official	\$625	\$675
All Others	\$725	\$775

One-Day Registration Fees

Early Bird rates are not available for one-day registration

City Delegate	
Member City	\$325
Non-Member City	\$1325
Public Official	
State/County/Public Official	\$375
All Others	\$425

Optional Registration Add-ons *(non-refundable)*

City Clerks Workshop *(includes lunch)* — \$150 member cities, \$300 non-member cities

Guest Registration — \$125

The guest rate is restricted to those who are not city/public officials, are not related to any Partner/Expo company, and would have no professional reason to attend for learning or business. **Rate includes admission to the Expo and receptions only.** Session seats are reserved for conference registrants. There is no refund for the cancellation of a guest registration. It is not advisable to use city funds to register a guest.



Questions or special needs? Contact our conference registrar at mdunn@cacities.org before **Tuesday, September 24.**

Refund Policy

Advance registrants unable to attend will receive a refund of rate paid, **minus a \$75 processing charge**, only when a written request is submitted to the League of California Cities, Conference Registration, 1400 K Street, Sacramento, CA, 95814 or mdunn@cacities.org and received on or before **Tuesday, September 24.** Refunds will not be available after this date. If you are unable to attend, you may substitute a colleague for your entire registration.

HOTEL INFORMATION

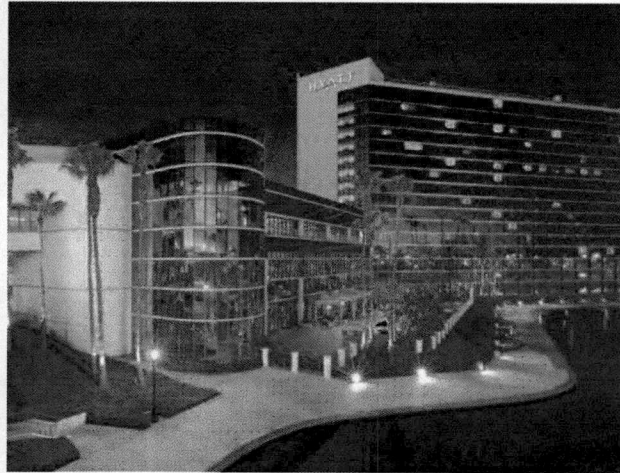
A limited amount of hotel rooms are available at reduced rates for registered attendees and exhibitors at the 2019 Annual Conference & Expo. Reserve your hotel nights while space is available. The discounted hotel rate cut-off is **Tuesday, September 24.** Hotels are subject to sell out prior to the deadline — reserve early!

STEP ONE: (Register for the Conference)

Registration can be completed at www.cacities.org/AC.

STEP TWO: (Book hotel room)

After your registration for the conference is received and processed, a confirmation email will be sent containing the links for housing reservations. Phone reservations will not be accepted.





1400 K Street, Suite 400
Sacramento, CA 95814
www.cacities.org/AC



Annual Conference Voting Procedures

1. **One City One Vote.** Each member city has a right to cast one vote on matters pertaining to League policy.
2. **Designating a City Voting Representative.** Prior to the Annual Conference, each city council may designate a voting delegate and up to two alternates; these individuals are identified on the Voting Delegate Form provided to the League Credentials Committee.
3. **Registering with the Credentials Committee.** The voting delegate, or alternates, may pick up the city's voting card at the Voting Delegate Desk in the conference registration area. Voting delegates and alternates must sign in at the Voting Delegate Desk. Here they will receive a special sticker on their name badge and thus be admitted to the voting area at the Business Meeting.
4. **Signing Initiated Resolution Petitions.** Only those individuals who are voting delegates (or alternates), and who have picked up their city's voting card by providing a signature to the Credentials Committee at the Voting Delegate Desk, may sign petitions to initiate a resolution.
5. **Voting.** To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee. The voting card may be transferred freely between the voting delegate and alternates, but may not be transferred to another city official who is neither a voting delegate or alternate.
6. **Voting Area at Business Meeting.** At the Business Meeting, individuals with a voting card will sit in a designated area. Admission will be limited to those individuals with a special sticker on their name badge identifying them as a voting delegate or alternate.
7. **Resolving Disputes.** In case of dispute, the Credentials Committee will determine the validity of signatures on petitioned resolutions and the right of a city official to vote at the Business Meeting.



CITY: _____

2019 ANNUAL CONFERENCE
VOTING DELEGATE/ALTERNATE FORM

Please complete this form and return it to the League office by Friday, October 4, 2019. Forms not sent by this deadline may be submitted to the Voting Delegate Desk located in the Annual Conference Registration Area. Your city council may designate one voting delegate and up to two alternates.

In order to vote at the Annual Business Meeting (General Assembly), voting delegates and alternates must be designated by your city council. Please attach the council resolution as proof of designation. As an alternative, the Mayor or City Clerk may sign this form, affirming that the designation reflects the action taken by the council.

Please note: Voting delegates and alternates will be seated in a separate area at the Annual Business Meeting. Admission to this designated area will be limited to individuals (voting delegates and alternates) who are identified with a special sticker on their conference badge. This sticker can be obtained only at the Voting Delegate Desk.

1. VOTING DELEGATE

Name: _____

Title: _____

2. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

3. VOTING DELEGATE - ALTERNATE

Name: _____

Title: _____

PLEASE ATTACH COUNCIL RESOLUTION DESIGNATING VOTING DELEGATE AND ALTERNATES.

OR

ATTEST: I affirm that the information provided reflects action by the city council to designate the voting delegate and alternate(s).

Name: _____

Email: _____

Mayor or City Clerk _____
(circle one) (signature)

Date: _____ Phone: _____

Please complete and return by Friday, October 4, 2019

League of California Cities
ATTN: Darla Yacub
1400 K Street, 4th Floor
Sacramento, CA 95814

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E-mail: dyacub@cacities.org
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