

**Tuesday, 11/15/16**  
**Pre-Conference Options**

**The Registration Desk is Open from 12:00 – 8:00 PM**

8:00 AM – 3:00 PM

**Athenian Dialogue – Iron Jawed Angels by Linda G. Ford** Level: All

Room: Mesa at Fairfield Inn

Moderator: Margy Greer, City of Lakewood

Speaker(s): Kathie Novak, Colorado Municipal Clerks Association; Margy Greer, City of Lakewood

Fee: \$75.00, 25 attendees max

Description: *Frustrated by the failure of the United States to adopt a constitutional amendment giving women the vote, militant suffragists led by Alice Paul mount an aggressive campaign demanding suffrage. They used parades and demonstrations with striking visual messages, campaigned against the Democratic party, which would not endorse the Amendment, and engaged in sustained picketing of the White House. The demonstrations were entirely peaceful and the banners often used the words of Woodrow Wilson, who was president at the time, to argue the justice of their cause. After the U.S. entered the First World War in 1917, many people expected all citizens to join together to support the war effort. The militant suffragists refused, noting that they had not been permitted to participate in making the decision on whether or not to go to war. They also pointed to the hypocrisy of a nation that was fighting a war to "make the world safe for democracy" but which refused to allow the vast majority of its female citizens to vote.*

*Participants must have fully read and completed the book prior to participating in this session.*

8:30 AM – 12:00 PM

**CPFO Testing**

Room: Plateau Creek

Proctor: TBD

9:30 – 11:30 AM

**Basic Excel Workshop**

Level: Basic

Room: Kannah Creek

Moderator: Leslie Fischer, Town of Breckenridge

Speaker(s): Lacey Jackson, Arvada Fire Protection District

Description: *Most of us utilize Excel in our positions to track, store, organize and analyze pertinent data. This session will help you gain a basic understanding of the tools that Excel has to offer. This session will include tips and tricks for navigating in Excel, using sort and filter to manipulate data and basic formulas and functions. To get the most out of this hands-on session, you are highly encouraged to bring your laptop.*

**Tuesday, 11/15/16**  
**Pre-Conference Options (continued)**

10:30 AM

**Golf Tournament**

Tiara Rado Golf Course

Fee: \$36.00 (at the Golf Course)

Description: *Join us for golf on Tuesday, November 15th at the beautiful Tiara Rado Golf Course, 2057 S. Broadway. We will host a scramble format with a 10:30 a.m. shotgun start. The cost is \$36 per player for eighteen holes and a cart. Food and beverages are available in the course restaurant at your own expense. The average temperature in Grand Junction in November is 50 degrees so, barring lightning or snow, be ready to tee up! Email Jay Valentine if you want to be paired up with anyone in particular jayva@gjcity.org. You must pre-register but plan to pay at the golf course.*

12:30 – 2:30 PM

**Ethics**

Room: Whitewater

Moderator: Catrina Asher, Boulder County

Speaker(s): Rick Crosser, Colorado Society of Certified Public Accountants

Description: *The session, Barriers to Ethical Behavior and Leadership, will offer a series of real events throughout our history that are examples of why good people do bad or questionable things. The session will summarize what is meant by ethical behavior amplified by various codes of conduct and ethics plus Aristotle's virtues. Kohlberg's findings on the development of moral reasoning levels will help establish that changes in values and morals can occur throughout a person's life with experiences. McCoy's description of the Parable of the Sadhu dilemma and Lincoln Hall's on Mt. Everest will be contrasted using leadership attributes. The inadvertent attention syndrome will be followed by the concluding barrier presentation relating to Milgram's research on obedience to unjust authority.*

12:30 – 2:30 PM

**Advanced Excel Workshop**

Level: Advanced

Room: Kannah Creek

Moderator: Leslie Fischer, Town of Breckenridge

Speaker(s): Lacey Jackson, Arvada Fire Protection District

Description: *Go beyond the basics to harness the advanced tools in Excel. This session takes an in-depth look at some of the advanced tools that Excel has to offer. This session will include tips and tricks ranging from in-depth formulas and short cuts to the use of pivot tables to increase your ability to disseminate data quickly and more efficiently. To get the most out of this hands-on session, you are highly encouraged to bring your laptop.*

**Tuesday, 11/15/16**  
**Pre-Conference Options (continued)**

1:00 – 4:30 PM

**CPFO Testing**

Room: Plateau Creek

Proctor: TBD

1:15 - 4:45 PM

**Wine Tour**

Meet in Convention Center Lobby

Fee: \$30.00; 58 attendees max

Description: *Visit some of the finest wineries in the Grand Valley. Your limo will pick you up at the Convention Center at 1:15 p.m. on Tuesday, November 15th and escort you to five different wineries with your group. Each winery will offer 3 to 5 complimentary tastes. You are free to taste, buy, and shop as some locations have gift shops too. Your limo will return you to the Convention Center at 4:45 p.m. Cost is \$30 to cover transportation. Seating limited so you must pre-register.*

1:30 - 2:30 PM

**Yoga**

Room: Grand and Hampton Inn

Instructor: Teri Ciocco, Earthling Yoga

Description: *Standing Steady - Play with standing poses to find your inner strength, balance and a steady base. Balance your effort and ease for a practice that will remind you that the journey is to be enjoyed. All levels.*

2:30 PM

**Brewery Tour**

Meet in Convention Center Lobby

Fee: \$15.00

Description: *Visit our newest brewery adjacent to Grand Junction's newest park along the Colorado River. Edgewater Brewery is an easy 1.5 mile stroll. You can also ride your bike or carpool. The tour will include a demonstration on their brewing process and then a four sample taste with an appetizer. Additional tastes or more are on your own. A host will escort walkers to the Brewery leaving the Convention Center at 2:30 p.m. on Tuesday, November 15th. The cost is \$15. Please pre-register.*

## Tuesday, 11/15/16 Pre-Conference Options (continued)

3:00 – 5:00 PM

### **National Monument Tour**

Meet in Convention Center Lobby

Fee: \$25.00, 27 attendees max

Description: *Join your guide on Tuesday, November 15th for an awe inspiring 23 mile trip over the Colorado National Monument. Colorado National Monument's Rim Rock Drive is one of the most spectacular drives in the United States - red rock canyons and verdant green juniper splash fantastic views along the way. Your shuttle will pick you up at 3:00 p.m. at the Convention Center and return you at 5:00 p.m. There will be a stop at the Visitor's Center. The cost is \$25. Seating is limited so you must pre-register.*

### **On-Your-Own Options**

Anytime or Group at 3:00 PM

### **Shop & Art**

Description: *Shop and Art is an on-your-own adventure and fun way to explore Downtown Grand Junction. You may go on your own at anytime or if you want to be part of a group then meet in the Convention Center Lobby at 3:00 PM. Pick up a flyer at the visitor table by the registration desk and you will have fun finding different features in Downtown while visiting the local shops and strolling along the streets in the Downtown Shopping Park. Turn in your completed flyer to the registration table by Thursday noon to be entered into a drawing for a fabulous prize! There is no cost for this activity.*

3:00 PM

### **Bike or Hike**

Description: *For you outdoor enthusiasts, the River Front Trail is a wonderful get-away for walking or cycling. You can access the River Front Trail only a few blocks from Two Rivers Convention Center. We will have maps at the Conference registration area to guide you there, and either direction along the Colorado River is quite scenic! The Colorado National Monument area has a couple of short hiking trails with awesome views. Trail access is only 10-15 minutes from Two Rivers Convention Center by car. A couple of trails are located just within the Monument, so there is a USFS fee of \$10/vehicle, or \$5/bicycle, or free if you have a National Parks Pass. The Lunch Loop trails are located prior to entry into the Monument, so there is no fee to hike or bike there.*

*If any of this piques your interest, you may get more details by emailing Kathy Elmont at [kathy@ouraynet.com](mailto:kathy@ouraynet.com).*

*Hiking, walking, cycling are self-guided activities, but you do need to register for planning and tracking purposes.*

## Tuesday, 11/15/16

1:00 – 5:00 PM

### **Vendor Set Up**

*Check in at the Conference Registration Desk and get your booth set up in the Colorado River Ballroom before joining the Opening Event at the Avalon Theatre.*

5:00 – 6:00 PM

### **Volunteer & Moderator Training**

Room: Escalante/Adobe

*Description: All new this year, volunteer and moderator training will take place together! Moderators will play an important role this year in tracking attendance with electronic devices for CMC, MMC, and CPE credit. Volunteers will learn a new process for attendee check in and will serve as back up for attendance tracking. Come to this important session to learn exactly what you need to know to be an effective volunteer or moderator for the 2016 Conference!*

6:00 – 6:30 PM

### **1st Time Attendee Orientation**

Room: Whitewater Creek

*Description: 1st time attendees will want to attend this session to meet Board members and connect with folks who have been coming to the Conference for years. Learn from their experience how to make the most of these three days packed with education and networking opportunities!*

## Opening Event

6:30 PM

### **Sponsored Opening Event - Avalon Theatre**

*Description: On Tuesday, November 15th, Grand Junction welcomes conference attendees at the recently refurbished Historic Avalon Theatre at the other end of Main Street (7th and Main). It's an easy walk from the Convention Center or there is plenty of parking for those who prefer to drive. The beautiful theatre has a three story reception area on the east side where you will be welcomed by your Host Committee to a cinema themed reception. The event starts at 6:30 p.m. – lots of appetizers and a cash bar. Every attendee will receive a movie ticket – this gets you into the movie on the west side of the building to complete your evening.*

## Wednesday, 11/16/16

6:15 – 7:00 AM

### **Yoga**

Instructor: Teri Ciocco, Earthling Yoga

Room: Grand at Hampton Inn

Description: *Wake up and start fresh - begin your morning with a smooth yoga sunrise flow. Slowly awaken your body mindfully and find harmony with your inner landscape. Adaptable to all levels.*

6:30 – 8:00 AM

### **Breakfast On-Your-Own**

6:30 – 9:00 AM

### **Vendor Set Up**

7:00 AM – 5:00 PM

### **Conference Registration Desk Open**

## Opening Session

8:00 – 8:15 AM

### **Welcome**

Moderator: Judy Dahl, Little Thompson Water District; Rhonda Coxon, Town of Snowmass Village

Speaker(s): Mayor Phyllis Norris, City of Grand Junction

8:15 - 9:45 AM

### **To Manage Stress, Rekindle Your Spirit**

Level: All

Room: Colorado River Ballroom

Moderator: Judy Dahl, Little Thompson Water District; Rhonda Coxon, Town of Snowmass Village

Speaker(s): Dr. Scott Sheperd

Description: *This is a presentation that challenges the basic way we look at stress and deal with it. It is a humorous and thought provoking approach that both challenges the audience to accept responsibility for their own lives and gives them strategies to improve the quality of their lives. Dr. Sheperd uses real life examples and an approach that is constantly called "refreshing and down-to-earth." It is a presentation about rediscovering our own power in our lives, and reenergizing our passion for living, working, and making a difference. He is the author of 4 books, including his most recent, "Who's in Charge: Attacking the Stress Myth."*

9:45 – 10:15 AM

### **Break**

Room: Colorado River Ballroom

## Wednesday, 11/16/16 Concurrent Sessions

10:15 AM – 12:00 PM

### **GASB Update**

Level: All

Room: Kannah Creek

Moderator: Brent R. Millspaugh, CPA, Eide Bailly LLP

Speaker(s): Eric S. Berman, MSA, CPA, CGMA, Eide Bailly LLP

Description: *This lively update will cover the most important GASB standards that preparers and auditors will encounter during this financial reporting season.*

10:15 AM – 12:00 PM

### **Visualization Tools and**

#### **Public Engagement Around Government Spending**

Level: All

Room: Grand at Hampton Inn

Moderator: Peggy Bunzli, City of Boulder

Speaker(s): Chris Adams, Engaged Public

Description: *This session will discuss how to use visualization and on-line public engagement tools to build public trust and increase transparency. The session will break down the benefits of not only using visualization tools to simply depict government spending in ways that are accessible to the public, but also provide an example of how to use those same tools interactively to engage the public and obtain valuable feedback for understanding community priorities. Participants should be sure to bring a Smartphone, tablet or laptop to be able to participate in the interactive portion of this session.*

10:15 AM – 12:00 PM

### **The Role of a Municipal Advisor**

Level: All

Room: Adobe/Escalante

Moderator: Cheryl Pattelli, City of Boulder

Speaker(s): Paul Wisor, Kline Alvarado Veio; Jason Simmons, FirstSouthwest; Matthew Dempsey, Ehlers & Associates; David Hart, PFM Financial Advisors LLC

Description: *The goal of this presentation is to educate attendees on the role of the Municipal Advisor with respect to the issuance of debt, requirements imposed on Municipal Advisors under Dodd-Frank, GFOA Best Practices Regarding the use of a Municipal Advisor, and the benefits and drawbacks to using a Municipal Advisor.*

**Wednesday, 11/16/16  
Concurrent Sessions (continued)**

10:15 AM – 12:00 PM

**Sampling and Statistical Sampling:**

**Basics Concepts, Practical Solutions**

Level: Basic

Room: Dominguez/Plateau Creek

Moderator: Jeff Cadiz, City of Centennial

Speaker(s): Carrie Stephenson, Revenue Recovery Group (RRG)

Description: *There are many methods to conduct a sales/use tax audit. This session will present sampling methods and how to use sampling with sales/use tax audits. The session will discuss pros and cons of sampling, and an introduction to statistical sampling.*

10:15 AM – 12:00 PM

**Marijuana Update – Clerk’s Issues**

Level: All

Room: Whitewater Creek

Moderator: Jacquelyn Watson, Town of Lyons

Speaker(s): Jim Burack, Colorado DoR, Marijuana Enforcement Division; Mishawn Cook, City of Boulder; Talisa “Tee” Gula-Yeast, City of Fort Collins; Jacque Watson, Town of Lyons

Description: *This session will focus on marijuana licensing and the clerk's role. Panelists include a member of the State of Colorado Marijuana Enforcement Division and licensing clerks from the Cities of Boulder, Ft. Collins and the Town of Lyons. Panelists will discuss the licensing issues and resolutions they have encountered since the legalization of retail marijuana in Colorado.*

10:15 AM – 12:00 PM

**Information Management / E-Records: Strategic Planning for Transition to Electronic Content Management Solutions**

Level: All

Room: Credit Union of Colorado Community Room

Moderator: Patti Garcia, Town of Windsor

Speaker(s): Barbara Setterlind, City of Centennial

Description: *Struggling on what to do with all of your paper and electronic records? Trying to collaborate with other departments on records management strategies? This session will help attendees view the big picture related to transitioning to an electronic content management solution. The City of Centennial recently embarked on a five year IT Strategic Plan with the inclusion of Records/Information management and experienced the importance of system integration and records management principles. Come hear about Centennial’s process and discover how you can move forward with your records projects!*

## Wednesday, 11/16/16 (continued)

12:00 – 1:00 PM

### Lunch

Room: Colorado River Ballroom

*Take a break from structured education and spend some networking time with peers while enjoying a tasty meal. At this Wednesday lunch our Gold and Opening Event Sponsors will be introduced and acknowledged.*

1:00 – 2:00 PM

### Vendor Hour

Room: Colorado River Ballroom

*Description: Our sponsors provide an opportunity for one-stop shopping and learning more about the services they offer. Please spend an hour with our vendors and let them know you appreciate their presence at the Annual Conference!*

## Concurrent Sessions

**Two options run for 3.25 hours, from 2:00 – 5:15 PM. The remaining options are one hour sessions followed by a break and 1.75 hour sessions.**

2:00 – 5:15 PM

### TABOR: Epic!

Level:

Room: Kannah Creek

Moderator: Sandra (Sam) Boster, Bear Creek Water and Sanitation District

Speaker(s): Dawn Jones, CliftonLarsonAllen; Kevin Collins, CliftonLarsonAllen;

Sandra Boster, Bear Creek Water and Sanitation District

*Description: From its beginning in 1992, TABOR has become an epic saga of continuing confusion and misperception in public finance. This session will include a brief history of the Constitutional Amendment, the effects on governmental entities and the complex calculation of TABOR limits on general property taxes and revenue-driven limits on spending.*

2:00 – 5:15 PM

### Practical Considerations for Single Audits and the Uniform Guidance

Level: All

Room: Adobe/Escalante

Moderator: Jeremy Creamean, BKD LLP

Speaker(s): Alison Slife, Clifton Larson Allen; Chris Telli, BKD; Tyra Litzau, ACM LLP;

Kristyn Unrein, Boulder County

*Description: This session will discuss the main challenges surrounding the Uniform Guidance (UG) and ways to address the and how the OMB's Compliance Supplement and your grant agreements can help plan for your single audit and reduce findings. The speakers will also highlight grants management best practices to consider at your organization.*

**Wednesday, 11/16/16  
Concurrent Sessions (continued)**

2:00 – 3:00 PM

**G.I.S & Sales Tax - Practical Spatial Tools for Tax Audits** Level: Basic

Room: Grand at Hampton Inn

Moderator: Jeff Cadiz, City of Centennial

Speaker(s): Derek Stertz, City of Centennial

Description: *Geographical Information System (G.I.S) has the potential to support many different types of analysis and that potential has not been fully realized for sales tax audits. G.I.S. is more than just maps as regularly perceived by many! This session will give an overview of various tools within G.I.S. to help tax auditors save time and consider additional ways G.I.S. can support sales tax analysis.*

2:00 – 3:00 PM

**Continuing Disclosure - The Sequel** Level: All

Room: Dominguez/Plateau Creek

Moderator: Fred Kellam, City of Westminster

Speaker(s): Kim Crawford, Butler Snow

Description: *Review the continuing disclosure requirements of Rule 15c2-12, outcomes of the MCDC process, and current issues in continuing disclosure.*

**Wednesday, 11/16/16**  
**Concurrent Sessions (continued)**

2:00 – 3:00 PM

**Succession Planning –**

**Empowering Retirement with Compassion and Caring** Level: All

Room: Credit Union of Colorado Community Room

Moderator: Larry Dorr, City of Lakewood

Speaker(s): Sheryl Coffey, Community Hospital of Grand Junction; Dr. Dale Bowen, Ph.D., Psychological Associates

Description: *The decision to retire is stressful, complicated and most often procrastinated. As a manager, understanding this anxiety and helping workers transition through this life event can create a smoother transition, better knowledge transfer and satisfied workers. Attend this panel discussion to increase your awareness of this issue, and learn about ideas for success.*

2:00 – 3:00 PM

**Title 31.25 Municipal Special Districts**

Level: Basic

Room: Whitewater Creek

Moderator: Jacquelyn Watson, Town of Lyons

Speaker(s): Anne Ricker, Ricker Cunningham; Bill Cunningham, Ricker Cunningham

Description: *Special districts or special district governments in the US are independent, special-purpose governmental units that exist separately from, and with substantial independence from local governments such as county and municipal governments. They are formed to perform a single function or a set of related functions. Can a special district help your town or city achieve a goal that local government can't? Find out at this session.*

3:00 – 3:30 PM

**Break**

Room: Colorado River Ballroom

**Wednesday, 11/16/16  
Concurrent Sessions**

3:30 - 5:15 PM

**Beginning Investing Public Funds**

Level: Basic

Room: Dominguez/Plateau Creek

Moderator: Ben Mendenhall, Public Trust Advisors

Speaker(s): Jeff Hansen, City of Golden; Charles Kelty, City of Glenwood Springs; Dylan Olchin, Town of Frisco; Lana Hancock, Town of Delores; Tim Kauffman, Jefferson County

Description: *An overview of the basics of investing public funds including how bonds fluctuate according to the market conditions, basic portfolio management principals and strategy and risks associated with fixed income.*

*The second half of the program will be a panel of Finance Officers around the state who can discuss their experiences in managing their entities investments. Providing advice as to best practices and experience from the past than can help other Finance Officers manage their public's funds.*

3:30 – 5:15 PM

**Conflict Management**

Level: Basic

Room: Mainstreet at Springhill Suites

Moderator: Cheryl Pattelli, City of Boulder

Speaker(s): Jean Boothe, Mesa County Government

Description: *Do you find yourself having to play referee, psychologist and parent in order to get others to 'play well together' in the workplace?*

*This session will explore strategies to avoid and resolve conflict within the workplace.*

3:30 – 5:15 PM

**Short Term Rentals –**

**Airbnb & Online Travel Companies Update**

Level: Basic

Room: Credit Union of Colorado Community Room

Moderator: Jeff Cadiz, City of Centennial

Speaker(s): Leslie Fischer, Town of Breckenridge

Description: *The short term lodging industry has changed in recent years. It is no longer just hotels or motels offering short term rentals. The Online Travel Companies (OTC) and sources like Airbnb have create more options to find lodging. The tax due from these new options must be looked at to make sure jurisdictions are receiving the correct amount.*

## Wednesday, 11/16/16 Concurrent Sessions

3:30 – 5:15 PM

### **Liquor Legislative Update**

Level: All

Room: Whitewater Creek

Moderator: Cheryl Aragon, City of Greeley

Speaker(s): Michelle Stone-Principato, Colorado Liquor Enforcement Division

Description: *Are you curious about the latest news from the Colorado Liquor Enforcement Division? Are you interested in hearing about the latest approved legislation affecting liquor licensing? If you answered yes to either of these questions, then this is the session for you. This extremely popular session will offer you exclusive time with the Agent in Charge of the Division to gain insight into what's new, what's different, and what's pending in the area of Colorado liquor licensing. She'll also have time for your burning questions, ideas, and suggestions. This one is a "don't miss"!*

3:30 – 5:15 PM

### **Applying Payables and Receivables Best Practices**

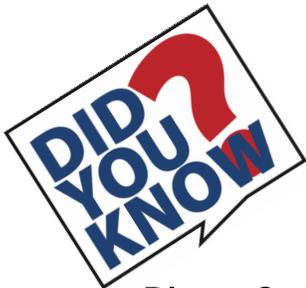
Level: All

Room: Grand at Hampton Inn

Moderator: Jill Darling, UMB Bank

Speaker(s): Kari Osborne, UMB Bank

Description: *Managing an efficient cash flow cycle is important for any business, but especially important for the government sector. Take a fresh look at processes, recommendations and new technology in the banking and finance industry to enhance your operating business and create long term efficiencies for your entity.*



## Wednesday Optional Dinner Event



### **Dinner On-Your-Own OR Dinner Event – Warehouse 2565**

Loosen up and show us how much or how little you know....and join us for a rousing good time for a Pub Trivia Quiz. This will be at The Warehouse 25 sixty-five Kitchen + Bar, 2565 American Way. Dustin Coren, DJ (also known as host of “Geeks who Drink”) will conduct a fun filled couple of hours in the “Venue” room. The \$10 cost of the event includes appetizers and great entertainment. There will be an excellent cash bar with anything you might imagine to drink and dinner from the menu is available for an additional cost. You will experience fun, prizes, and great friendships!!! 5:30 p.m. until 8:00 p.m. If you want to walk to the event, there will be maps available at the Visitor’s table. We encourage walking in groups as it will be dark. To walk with a group, meet in the Lobby of the Convention Center at 5:00 p.m.

## Thursday, 11/17/16

6:15 – 7:00 AM

### Yoga

Instructor: Sheryl Trent, SBrand Consulting

Room: Grand at Hampton Inn

Description: *Better than Coffee! A gentle yoga flow created to wake you up and get you ready for your day. Can be modified for injuries or taken up a notch to meet your needs. All Levels*

6:30 – 8:00 AM

### Breakfast On-Your-Own

7:00 AM – 5:00 PM

### Conference Registration Desk Open

## Concurrent Sessions

8:00 – 9:45 AM

### Community Engagement:

**Using technology to effectively reach the silent majority** Level: All

Room: Whitewater Creek

Moderator: Jodi Romero, City of Grand Junction

Speaker(s): Charlie Francis, OpenGov; other panelists TBD

Description: *Citizen demand for clear, timely, and transparent financial information has dramatically accelerated during the past decade. And the demand shows no sign of slowing. In an era of tightening budget margins, local government leaders search for innovative ways to engage stakeholders, demonstrate accountability, and effect positive collaboration. The panel will discuss how they've adopted new technologies, social media, and engagement strategies to inform and empower the silent majority within their communities.*

8:00 – 9:45 AM

**Internal Control Discussion: Do They Work or Not?** Level: All

Room: Dominguez/Plateau Creek

Moderator: Brent Millspaugh, Eide Bailly LLP

Speaker(s): Doug Cash, Eide Bailly LLP

Description: *In this interactive session attendees will need to be prepared to answer questions and share real life examples of fraud or other internal control deficiencies that have occurred in their entities. This session will provide guidance on how internal controls could be improved for each example. As part of the open discussion, attendees will discuss what Internal Control Examinations, commonly called ICE Exams, actually do and how an ICE can evolve into a complete fraud examination.*

**Thursday, 11/17/16**  
**Concurrent Sessions (continued)**

8:00 – 9:45 AM

**Deep Dive into our Electronic Processing World -  
Moving from Paper to Electronic**

Level: All

Room: Adobe/Escalante

Moderator: David May, J.P. Morgan

Speaker(s): Eileen Roberts, J.P. Morgan; Carl Konecek, J.P. Morgan

Description: *Attendees will learn how technology is changing the way government entities are processing payments in order to streamline operations and move from paper to electronic processes.*

8:00 – 9:45 AM

**Citizen Involvement - Committees**

Level: All

Room: Mainstreet at Springhill Suites

Moderator: Steve McFarland, City of Lafayette

Speaker(s): John Wright, CPA, Raftelis Financial Consultants; Emily Wilmsen, City of Fort Collins

Description: *In an age where local governments and districts strive to provide transparency, citizen involvement in government is often a key ingredient. But how much is enough? How much is too much? What is the appropriate mix of citizen involvement in committees, meetings, and other venues? How do we as public servants ensure that we are "dialed in" to the needs and interests of the community we live in and serve? This session will explore ways that citizens and government can work together to maximize outcomes.*

8:00 – 9:45 AM

**Share the Fun - Maximizing Team Skills**

Level: All

Room: Kannah Creek

Moderator: Colleen Norton, City of Littleton

Speaker(s): Kathie Novak, Colorado Municipal Clerks Association

Description: *Have you ever been on a team that "rocked"? Have you been on one that didn't? What makes the difference between the two? In this engaging and experiential workshop, we will "play" with the concepts that make a difference. You will learn the secrets, including the importance of a Team Charter, the critical roles present in successful teams, and how to develop trust and accountability.*

**Thursday, 11/17/16  
Concurrent Sessions (continued)**

8:00 – 9:45 AM

**Preparing a Better RFP**

Level: All

Room: Mesa at Fairfield Inn

Moderator: Janell Sciacca, Town of Buena Vista

Speaker(s): Terri Kindsfather, City of Lakewood

Description: *Preparing an effective Request for Proposal (RFP) is key to procuring the services needed. Whether you have procurement/purchasing staff to work with or if you are the procurement person, this session will provide the opportunity to see and understand the steps involved in “Preparing a Better RFP”.*

9:45 – 10:00 AM

**Break**

Colorado River Ballroom

**Concurrent Sessions**

10:00 – 11:45 AM

**Creating a Strategic Plan – and Have Fun Doing It!**

Level: All

Room: Credit Union of Colorado Community Room

Moderator: Lisa DelPiccolo, City of Montrose

Speaker(s): Sheryl Trent, SBrand Consulting LLC

Description: *This session will focus on the five core parts of strategic planning: perspectives and trends, brainstorming and focus, GPS (goals, projects and strategies), measurable actions, and celebration. Participants will be given a Guide to Strategic Planning and start working on their own strategic plan with a sense of focus, commitment and accountability. Small group break outs help share ideas and offer networking for support. Strategic planning is hard work, but it can also be fun!*

10:00 – 11:45 AM

**GASB 68 - Year 2 and Upcoming Changes to OPEB**

Level: Advanced

Room: Dominguez/Plateau Creek

Moderator: Catrina Asher, Boulder County

Speaker(s): Paul Neidermuller, CliftonLarsonAllen

Description: *First Pensions, Now OPEB. What Colorado governments need to know about year 2 under GASB Statement No. 68 and preparing for GASB Statement No. 75.*

**Thursday, 11/17/16**  
**Concurrent Sessions (continued)**

10:00 – 11:45 AM

**Are You a Good Boss? Or a Nice One?**

**Mistakes that Even Seasoned Supervisors Make** Level: All

Room: Whitewater Creek

Moderator: Tammy Hitchens, City of Westminster

Speaker(s): Karen Main, Innovations In Training

Description: *“He’s a great guy, he’s just a horrible boss.” “She’s super nice, she just doesn’t know how to manage.”*

*Ouch. These are phrases we hope our employees aren’t muttering about us! There are some simple – and predictable – mistakes that even the most experienced supervisors and managers make that move them into the “ineffective boss” category. Don’t fall into the trap! Your employees want you to lead. This workshop reviews some of the most common mistakes that supervisors and managers make, specifically around issues of accountability, delegation, providing feedback and managing relationships at work. This session is an interactive one using polling technology. We will gather the collective wisdom of the room using your smart phone (or laptops). Come find out whether you are a good boss, a nice one, or maybe both!*

10:00 – 11:45 AM

**Owning the Office - Managing Change**

Level: All

Room: Mesa at Fairfield Inn

Moderator: Sarah Ball Johnson, City of Colorado Springs

Speaker(s): Dr. Kyle Stone, Colorado Mesa University

Description: *This workshop will help prepare the participant to become a change agent within their organization by using the Change Agent Blueprint. It takes courage to become a change agent and requires a new mindset toward individual and organizational performance and a willingness to take risks, wrestle with ambiguity, and deal with conflict head-on.*

10:00 – 11:45 AM

**Measuring the Impact of Socially Responsible Investing** Level: All

Room: Grand at Hampton Inn

Moderator: Ned Connolly, Chandler Asset Management

Speaker(s): Denise de Bombelles, FHLB; Tenzing Sharchok, World Bank; Robert Owens, FarmerMac

Description: *Investment officers of public funds are increasingly seeking high-quality investment assets that offer diversification benefits and serve a social purpose. On this panel, representatives from select Government Sponsored Enterprises and the Washington-based Supranational issuers will discuss their unique mandates and how funding proceeds are being used in the service of their missions. This perspective will offer investors the opportunity to learn how these issuers are financing with a purpose to improve communities both in the US and around the world.*

**Thursday, 11/17/16**  
**Concurrent Sessions (continued)**

10:00 – 11:45 AM

Capital Funding for Equipment and Fleet – Legalese behind leasing; Structural Considerations; and Preparing a Long Term Plan Level: All

Room: Adobe/Escalante

Moderator: Peggy Bunzli, City of Boulder

Speaker(s): David May, J.P. Morgan; Mike Johnson, J.P. Morgan, Kim Crawford, Butler Snow LLP

Description: *This session will focus on the legalese behind municipalities entering into an equipment lease purchase agreement, structural options, financing term considerations, typical assets financed, and financing tools for tracking and funding on a yearly basis. In determining the best means to pay for fleet and equipment purchases, quantity, timing, life cycle, inflation and budget constraints all play a role. This session will examine those different factors and walk through available options and tools to help plan for capital acquisitions.*

11:45 AM – 12:45 PM

**Lunch**

Spend an hour networking with friends (old and new) during a lunch break!

1:00 – 3:00 PM

**Vendor Breakdown**

**Concurrent Sessions**

12:45 – 1:35 PM

**Legislative Update**

Level: All

Room: Whitewater/Kannah Creek

Moderator: Judy G. Dahl, Little Thompson Water District

Speaker(s): Dianne Criswell, J.D., Colorado Municipal League

Description: *Curious about the fiscal policies working their way through the General Assembly? Wondering how to interpret the ballot measures and results of the 2016 General Election? Dianne Criswell with the Colorado Municipal League will give an update, from the local government perspective, on state legislative proposals and the impact of the fall elections.*

1:40 – 2:30 PM

**Economic Update**

Level: All

Room: Whitewater/Kannah Creek

Moderator: Cheryl Pattelli, City of Boulder

Speaker(s): Morgan Bridge, Colorado Mesa University

Description: *An overview of the national, state and local economy looking at both current numbers and the forecast for 2017.*

**Thursday, 11/17/16**  
**Concurrent Sessions (continued)**

12:45 – 2:30 PM

**Adaptive Leadership**

Level: All

Room: Credit Union of Colorado Community Room

Moderator: Nancy Vincent, City of Thronton

Speaker(s): Kathie Novak, Colorado Muncipal Clerks Association

Description: *Adaptive Leadership is a practical leadership framework developed by Ron Heifetz and Marty Linsky at Harvard University's John F. Kennedy School of Government. They believe that leadership is the practice of mobilizing groups of people to tackle tough challenges and thrive. The bottom line is that leaders need to understand the importance of adaptation and are able to employ the relevant processes and tools to build the adaptive capacity of organizations. This workshop will examine the Adaptive Leadership model and discuss how it can be applied to today's local governments.*

12:45 – 2:30 PM

**Core Characteristics for a Dynamic Organization**

Level:

Room: Dominguez/Plateau Creek

Moderator: Margy Greer, City of Lakewood

Speaker(s): Ron Holifield, Strategic Government Resources

Description: *Just like biological systems, organizations are living systems where predictable inputs produce predictable outcomes. Healthy dynamic organizations do not just happen by accident -- they share certain core characteristics, which determine how successful they will be. This fast paced and engaging session will help you identify those core characteristics and how to evaluate whether your systems are aligned to ensure a dynamic and successful culture and system of systems.*

2:30 – 2:45 PM

**Break**

Convention Center Hallway and Lobby

**Thursday, 11/17/16**  
**Concurrent Sessions (continued)**

2:45 – 5:00 PM

**CMCA Annual Meeting**

Room: Credit Union of Colorado Community Room

Moderator: Rhonda Coxon, Town of Snowmass Village

Description: *The CMCA Annual Meeting welcomes all members and guests as we discuss what has been happening with the association throughout 2016 and the wonderful highlights for 2017. This is the meeting to attend, new officers will be introduced and awards will be presented. Please join us and be an active participant. We have a lot of exciting announcements and want to share with our membership.*

2:45 – 3:45 PM

**Tax Auditing for Entities without Tax Auditors**

Level: All

Room: Grand at Hampton Inn

Moderator: Jeff Edwards, City of Aurora

Speaker(s): Ken Martinez, City of Northglenn

Description: *A discussion and evaluation of what revenue generating activities a jurisdiction can pursue even if they don't have tax auditors on staff. Ideas from simple assessments to complex audit analysis will be covered. Most jurisdictions possess some sort of collection authority with regards to tax. Different collection authorities will be discussed as a framework for collection activities outlined in the session. Come with your own ideas and we can see how they may fit with other jurisdictions present in the session.*

2:45 – 3:45 PM

**Using Pivot Tables in Excel**

Level: Advanced

Room: Dominguez/Plateau Creek

Moderator: Peggy Bunzli, City of Boulder

Speaker(s): Elena Lazarevska, City of Boulder

Description: *This interactive session will teach (or remind) participants how to create and use pivot tables in Excel to organize and analyze large data sets. The session will be designed as a teaching lab, with instruction, examples and hands on application through examples and exercises. Have a large data set in excel that you'd like to work on...bring it with you to this session. Participants will need to bring their own laptop (with Excel) to the session in order to fully benefit from the instruction.*

**Thursday, 11/17/16**  
**Concurrent Sessions (continued)**

2:45 – 3:45 PM

**Rates and Fees Considerations:**

**Determination, Calculation and Implementation** Level: All

Room: Adobe/Escalante

Moderator: Cheryl Pattelli, City of Boulder

Speaker(s): Eric Parish, MGT Consulting LLC

Description: *A fast-paced session providing an overview of “rates” and “fees” within a city or county. Rates and fees are cost-of-service calculations found throughout all jurisdictions. Recovery of costs through rates and fees is vital for the long-term viability of all jurisdictions. Conversely, over-recovery or under-recovery of rates and fees can be detrimental to the long-term fiscal and operational viability of a jurisdiction. This is not a “how-to” session but rather an overview of the important issues and considerations concerning rates and fees.*

*This session will provide participants a clearer understanding of the differences and similarities between “rates” and “fees”. Examples of rates and fees in cities and counties will be provided. Additionally, an overview of calculating fees including data required and components of the calculation (not a detailed session on how to calculate fees) will be reviewed. Finally we will review steps to take and avoid for adopting fees.*

3:45 – 4:00 PM

**Break**

Convention Center Hallway and Lobby

4:00 – 5:00 PM

**CGFOA Business Meeting**

Room: Mainstreet at Springhill

Moderator: Judy G. Dahl, Little Thompson Water District

Description: *Be a part of the Annual CGFOA Member Business meeting. Hear about the election results and celebrate the 2016 Finance Officer of the Year along with Significant Contribution Award winners.*

**Thursday, 11/17/16**

**Conference Banquet**

**Come into the Wild West**

**Come to the banquet wearing your finest western wear, saloon dresses or anything that strikes your fancy. Wear your best accessory, your smile. There will be a free photo booth to capture you and your friends enjoying your monumental experience in the Wild West.**

**You will be treated to an evening of fun, warm western hospitality with a down home BBQ featuring brisket, chicken and don't forget the cornbread and apple pie.**

6:00 – 6:30 PM

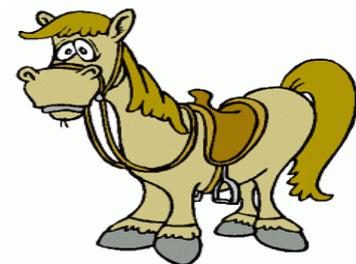
**Cocktail Hour**

6:30 – 9:00 PM

**Banquet**

**Silent Auction will close after dinner, there will be a countdown to closing**

**Vendor Drawings and Silent Auction Winners will be announced after the Silent Auction closes.**



## Friday, 11/18/16

6:30 – 7:15 AM

### **Yoga**

Instructor: Sheryl Trent, SBrand Consulting

Room: Grand at Hampton Inn

Description: *Strength and Stretch. A strength building flow for your entire body and mind, building on basic poses as we go. Can be modified to meet your needs. All Levels*

6:30 – 8:00 AM

### **Breakfast On-Your-Own**

7:00 AM – 12:00 PM

### **Conference Registration Desk Open**

7:15 – 8:15 AM

### **CGFOA Board Meeting**

Room: Adobe

Description: *Both current (2016) and incoming (2017) Board members gather at a transitional breakfast board meeting to set meetings for the coming year and gear up for 2017!*

7:15 – 8:15 AM

### **CMCA Board Meeting**

Room: Escalante

Description:

## Concurrent Sessions

8:15 - 10:00 AM

### **Clerks Best Practices Roundtable**

Level: All

Room: Mainstreet at Springhill Suites

Moderator: Suzanne LeClerq, City of Woodland Park

Description: *City Clerks from around the state come together to share best practices around running elections, working with their council members, agenda management, minutes, and more.*

**Friday, 11/18/16**  
**Concurrent Sessions (continued)**

8:15 10:00 AM

**Beyond the Great Divide:**

**Generational Differences @ Work**

Level: All

Room: Kannah Creek

Moderator: Jeff Edwards, City of Aurora

Speaker(s): Karen Main, Innovations In Training

Description: *If you find yourself baffled by the work habits of someone older (or younger), then this workshop is for you. What characteristics distinguish a Baby Boomer from a Generation X'er, Millennial from a Traditional? What do we know so far about Gen Z (or the "i-Gen," as some call them)? What do you do if you supervise a staff of mostly younger workers, or if your new boss is younger than you? Let's take all of this to a practical level. This interactive workshop reviews the characteristics that define different generations, but the primary focus is on how to manage these differences. Especially useful for lead workers, supervisors and managers, this workshop will leave you with practical steps you can take to bridge gaps between generations at work.*

8:15 - 10:00 AM

**Cyber Security -**

**Updates and Trends Affecting the Public Sector**

Level: All

Room: Whitewater

Moderator: Cheryl Wallace, RubinBrown LLP

Speaker(s): Rob Rudloff, RubinBrown LLP

Description: *Cyber criminals, rogue employees and even well intentioned employees who make mistakes all put our information, systems, and our constituents at risk. Public sector organizations are under constant attack from hackers probing networks and web sites, phishing attacks, ransomware and other activities designed to take our information, our money, or preferably both. At the same time, we are under constant pressure to integrate new technology to increase efficiencies, improve processes and maintain transparency. We will review the current threats and trends affecting the public sector, then review methods for improving your security, securely adopting new technology and preparing the organization for the future. How do you balance the risks vs technology advances? With the constantly evolving cyber threats in the world, where do you focus your resources and time? This session will focus on understanding the threats to your environment, presenting a systematic approach to improving your security and preparing for (secure) technology adoption. Using a combination of personal experience, case studies and the latest guidance on cyber security we will discuss how your organization can improve your security controls.*

**Friday, 11/18/16**  
**Concurrent Sessions (continued)**

8:15 – 11:30 AM (This is a full morning session with a break at 10:00 AM)

**Priority Based Budgeting - Looking to Fiscal Health** Level: All

Room: Dominguez

Moderator: Jarrod Biggs, CO Department of Local Affairs (DOLA)

Speaker(s): Jon Johnson, Center for Priority Based Budgeting; Chris Fabian, Center for Priority Based Budgeting

Description: *Since founding the Center for Priority Based Budgeting in 2010 Jon and Chris have traveled the country consulting with local governments to help them see through a new lens, how to look at their budget process and procedure to focus on the priorities of their organizations. Chris and Jon will share some of their experiences and insight garnered from this time helping local governments use data, prioritize, and work toward fiscally healthy organizations.*

8:15 - 10:00 AM

**Smart Debt v Dumb Debt**

Level: Advanced

Room: Mesa at Fairfield Inn

Moderator: Jill Darling, UMB Bank, n.a.

Speaker(s): Troy Bernberg, UMB Bank, n.a.

Description: *The municipal bond market continues to provide an attractive borrowing environment with interest rates remaining near historical lows and elevated demand from investors. Construction costs are on the rise while capital needs are only piling up. As fiscal conditions continue to improve at the local government level, is it the right time to borrow? Where do we start? How do we start? How much time do we need?*

*Smart Debt v Dumb Debt details the issuance process from initial planning stages to marketing and closing of a municipal bond. Use of cash-on-hand, the decision to go to voters and other details are discussed in determining the advantages and challenges of issuing debt in the current market environment.*

10:00 – 10:30 AM

**Break**

Convention Center Hallway and Lobby

**Friday, 11/18/16  
Concurrent Sessions**

10:30 – 11:30 AM

**Clerks' Legislative Update**

Level: Basic

Room: Whitewater

Moderator: Rhonda B. Coxon, Town of Snowmass Village

Speaker(s): Diane Criswell, Colorado Municipal League

Description: *Clerks' Legislative Update*

10:30 – 11:30 AM

**Finance Directors - the good, the bad and the ugly...**

Level: Basic

Room: Mainstreet at Springhill

Moderator: Laurie Litwin, Teller County

Speaker(s): Tammy Hitchens, City of Westminster; Marty Ferris, Summit County Government

Description: *The panel will address the questions that can overwhelm new Finance Directors when they begin their positions - the politics of being a non-elected official in local government, the responsibilities to elected officials, employees and the entity's constituents: the unexpected, the unknown, the confusion - how to get through it! Bring your questions for the round-table discussions.*

10:30 – 11:30 AM

**Disaster Finance 101**

Level: All

Room: Grand at Hampton Inn

Moderator: Cheryl Pattelli, City of Boulder

Speaker(s): Catrina Asher, Boulder County; Kristyn Unrein, Boulder County

Description: *In 2013, a major flooding event changed physical geography of towns and counties across the state. While our rivers were overflowing, the geography of our governments changed as well to respond to a disaster of this level. In this session, we'll talk about lessons learned from 2013 and what you can do now to be better prepared for the next disaster.*

10:30 – 11:30 AM

**Priority Based Budgeting -  
Looking to Fiscal Health (continued)**

Level: All

Room: Dominguez

**Friday, 11/18/16**  
**Concurrent Sessions (continued)**

10:30 – 11:30 AM

**Stress Management in the Workplace**

Level: All

Room: Kannah Creek

Moderator: Jeff Edwards, City of Aurora

Speaker(s): Karen Main, Innovations In Training

Description: *This is an interactive session where participants are taken through 5 simple things they can do to alleviate stress at work or home or in their car (or train).*

*These 5 things are:*

*Practicing gratitude*

*Stretching and easy movement*

*Breathing and silent meditation*

*Breathing & silent mediation with scent therapy*

*Saying NO*

*You will learn the reasons for each of these simple practices, then we will actually practice all five of them. Find out what works for you so you can begin to take control over how you respond to the stressors in your life.*

**Conference Adjourns**

11:45 AM

**Committee Debrief**

Room: Adobe

Description: *This lunch is attended by the 2016 conference committee members, as well as incoming (2017) conference committee members. We use this time to debrief and talk about the good, the bad and the ugly of the 2016 conference – this information is valuable as we move into planning for our 2017 conferences.*

**Future Conferences**

**CMCA**

**October 1 – 4, 2017; John Q. Hammons Conference Center in  
Loveland, CO**

**CGFOA**

**November 14 – 17, 2017; Hotel Elegante' in Colorado Springs, CO**  
**November 13 – 16, 2018; Beaver Run in Breckenridge, CO**  
**November 19 – 22, 2019; Pueblo Convention Center, Pueblo, CO**