



*County Recordors' Association of California*

*105<sup>th</sup> Annual Conference*

*Hilton Santa Cruz/Scotts Valley, Scotts Valley, CA*

*September 9-11, 2015*

## *Attendee Registration*

# *Preparing for the Unthinkable; Disaster Recovery and Restoration*





# County of Santa Cruz

SEAN SALDAVIA, ASSESSOR-RECORDER

701 OCEAN STREET, Rm. 130, SANTA CRUZ, CA 95060

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[www.santa-cruzcountyca.us/asr](http://www.santa-cruzcountyca.us/asr)

Claudia Cunha

*Chief Deputy-Administration*

Sheri Thomas

*Chief Deputy-Valuation*

Carol D. Sutherland

*Assistant Recorder*

## COUNTY RECORDERS' ASSOCIATION OF CALIFORNIA 105<sup>TH</sup> ANNUAL CONFERENCE

### PREPARING FOR THE UNTHINKABLE; DISASTER RECOVERY AND RESTORATION

Dear Association Member,

You are cordially invited to the 2015 Annual Conference for the County Recorders' Association of California. We are excited to host this year's event. I am sure you will find this conference to be interesting and educational. This year's conference will take place from September 9-11, 2015 at the Hilton Santa Cruz/Scotts Valley nestled in the Santa Cruz Mountains. Your participation will give you the opportunity to network with colleagues from other counties and to learn about new products and services from our exhibitors.

The theme for this year's conference is ***Preparing for the Unthinkable; Disaster Recovery and Restoration*** which will be the focus of sessions that will be offered. These sessions will be taught by experts who have first-hand experience in recovery and restoration. They will provide innovative solutions for preparing for natural and computer system disasters. In addition to these informative presentations, we are planning a golf event at Seascope Golf Club in Aptos; the President's Reception; a tour of the Assessor-Recorder's Office; the President's Banquet; and the farewell Breakfast Buffet. These are some of the events to look forward to during the conference. You will also have the opportunity to take in the beautiful weather and many attractions in Santa Cruz County.

Please complete the application and return it with your payment for the Early Bird registration fee by July 31, 2015. If you have questions or concerns regarding the conference details or location information, please contact either Carol Sutherland at (831) 454-2426 or at [carol.sutherland@co.santa-cruz.ca.us](mailto:carol.sutherland@co.santa-cruz.ca.us) or contact Jone Balesteri at (831) 454-3194 or at [jone.balesteri@co.santa-cruz.ca.us](mailto:jone.balesteri@co.santa-cruz.ca.us). We look forward to seeing you at the conference!

Sincerely,

Sean Saldavia  
Santa Cruz County Assessor-Recorder



# County Recordors' Association of California

105<sup>th</sup> Annual Conference, September 9-11, 2015  
 County of Santa Cruz, Hilton Santa Cruz/Scotts Valley

## Attendee Registration Form

Please use one registration form per person

**Organization Title:** \_\_\_\_\_

Full Name \_\_\_\_\_

|             |                                |
|-------------|--------------------------------|
| Title _____ | Preferred Name for Badge _____ |
|-------------|--------------------------------|

|             |             |
|-------------|-------------|
| Phone _____ | Email _____ |
|-------------|-------------|

Address \_\_\_\_\_

**Please help us plan for a successful conference by indicating your event attendance below.**

- |  |   |                              |
|--|---|------------------------------|
| <input type="checkbox"/> <b>Tuesday, September 8, 2015</b><br>12:00 p.m.               | Golf (see lunch selection below)            | Seascape Golf Club           |
| <input type="checkbox"/> <b>Wednesday, September 9, 2015</b><br>3:30 p.m. – 5:00 p.m.  | Tour of Santa Cruz County Recorder's Office | County Administration Center |
| <input type="checkbox"/> <b>Wednesday, September 9, 2015</b><br>5:00 p.m. – 7:00 p.m.  | President's Reception                       | Hilton Santa Cruz            |
| <input type="checkbox"/> <b>Thursday, September 10, 2015</b><br>7:00 p.m. – 10:00 p.m. | President's Banquet (see below for entrées) | Hilton Santa Cruz            |
| <input type="checkbox"/> <b>Friday, September 11, 2015</b><br>7:00 a.m. – 8:30 a.m.    | Breakfast Buffet                            | Hilton Santa Cruz            |

**County Tour Transportation, September 9, 2015:** Buses will be provided to the County Administration Center and back to the hotel. Please check one option below:

- I will need transportation
- I am driving and will need a parking pass for the County Administration Center
- I plan to attend, but do not need transportation or a parking pass

**If you are attending the President's Banquet on Thursday, September 10, 2015, please mark your choice below:**

- Manhattan Strip Steak**  
Roasted Shallot Red Wine Sauce, Whole Grain Mustard Mashed Potatoes with grilled seasonal vegetables
- Pan Seared Pacific Salmon**  
Fingerling potatoes, Sun dried tomato butter
- Chicken Serrano**  
Stuffed with jamon Serrano, Manchego cheese, Wild mushroom risotto, Saffron Buerre Blanc
- Stuffed Red Bell Pepper**  
Quinoa, Feta Cheese, Spinach and Mushrooms, Eggplant Tower, Romesco, Fried Leeks

**Amount Due for Attendee**

|   | Cost  | Total    |
|---|-------|----------|
| Early Bird Registration (Postmarked on or before July 31, 2015) | \$200 | \$ _____ |
| Regular Registration (Postmarked on or after August 1, 2015)    | \$225 | \$ _____ |
| Retired Recorder and Assistant Recorder Registration            | \$100 | \$ _____ |
| Golf Event Attendee   | \$80  | \$ _____ |
| <b>Total Amount Due</b>   |       | \$ _____ |

Registration and check due by July 31, 2015  
 Make checks payable to: CRAC Annual Conference 2015

Attention: CRAC Annual Conference Registration  
 Santa Cruz County Recorder  
 701 Ocean Street, Room 230  
 Santa Cruz, CA 95060



# County Recorders' Association of California

105<sup>th</sup> Annual Conference, September 9-11, 2015  
 County of Santa Cruz, Hilton Santa Cruz/Scotts Valley

## Guest Registration Form

Please use one registration form per person

County: \_\_\_\_\_

|           |                          |
|-----------|--------------------------|
| Full Name |                          |
| Phone     | Preferred Name for Badge |
| Address   | Email                    |

**Please help us plan for a successful conference by indicating your event attendance below.**

|  |   |                              |
|--|---|------------------------------|
| <input type="checkbox"/> <b>Tuesday, September 8, 2015</b><br>12:00 p.m.               | Golf (see lunch selection below)            | Seascape Golf Club           |
| <input type="checkbox"/> <b>Wednesday, September 9, 2015</b><br>3:30 p.m. – 5:00 p.m.  | Tour of Santa Cruz County Recorder's Office | County Administration Center |
| <input type="checkbox"/> <b>Wednesday, September 9, 2015</b><br>5:00 p.m. – 7:00 p.m.  | President's Reception                       | Hilton Santa Cruz            |
| <input type="checkbox"/> <b>Thursday, September 10, 2015</b><br>7:00 p.m. – 10:00 p.m. | President's Banquet (see below for entrées) | Hilton Santa Cruz            |
| <input type="checkbox"/> <b>Friday, September 11, 2015</b><br>7:00 a.m. – 8:30 a.m.    | Breakfast Buffet                            | Hilton Santa Cruz            |

**County Tour Transportation, September 9, 2015:** The County of Santa Cruz will provide buses for transportation for the tour at the County Administration Center on Wednesday, September 9th. If you would like to take advantage of this, indicate here.

I will need transportation

I am driving and will need a parking pass for the County Administration Center

I plan to attend, but do not need transportation or a parking pass

**If you are attending the President's Banquet on Thursday, September 10, 2015, please mark your entrée choice below:**

**Manhattan Strip Steak**  
Roasted Shallot Red Wine Sauce, Whole Grain Mustard Mashed Potatoes with grilled seasonal vegetables

**Pan Seared Pacific Salmon**  
Fingerling Potatoes, Sun dried Tomato butter

**Chicken Serrano**  
Stuffed with jamon Serrano, manchego cheese, Wild mushroom risotto, Saffron Buerre Blanc

**Stuffed Red Bell Pepper**  
Quinoa, Feta Cheese, Spinach and Mushrooms, Eggplant Tower, Romesco, Fried Leeks

| Amount due for Guest   | Cost | Total           |
|--|------|-----------------|
| President's Banquet  | \$65 | \$ _____        |
| Golf Event – includes lunch(roast beef, ham, vegetarian or turkey)circle one | \$80 | \$ _____        |
| President's Reception  | \$30 | \$ _____        |
| Breakfast Buffet   | \$40 | \$ _____        |
| <b>Total Amount Due</b>  |      | <b>\$ _____</b> |

Registration and check due by July 31, 2015  
 Make checks payable to: CRAC Annual Conference 2015

Attention: CRAC Annual Conference Registration  
 Santa Cruz County Recorder  
 701 Ocean Street, Room 230  
 Santa Cruz, CA 95060



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## Meal Sheet – Principals' Lunch

Thursday, September 10, 2015

11:30 a.m. – 1:00 p.m.

### *Entrées*

#### **Flank Steak**

Tomato-Rosemary Comfit, Garlic Mashed Potatoes.

#### **Sage Marinated Breast of Chicken**

Herbed Cheese Polenta, seasonal vegetables.

#### **Eggplant Lasagne**

Roasted Ratatouille served with three hours sauce, Fresh Mozzarella.

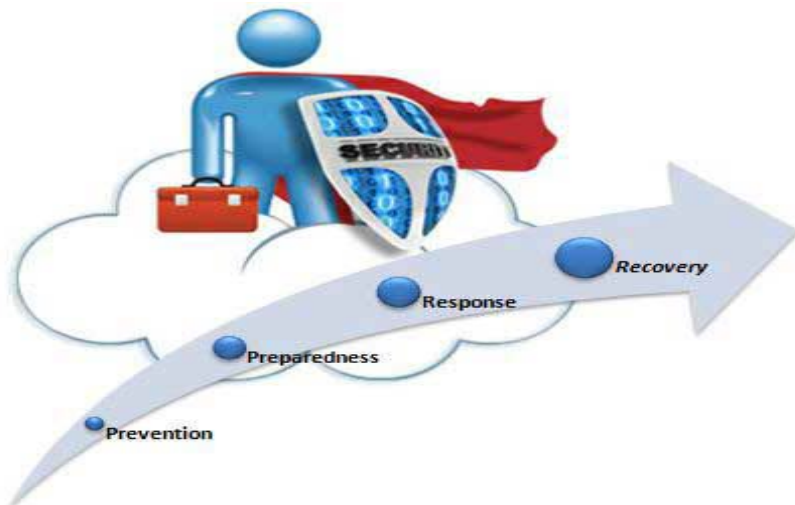
**Please indicate your entrée choice below:**

Beef      Name: \_\_\_\_\_

Chicken      County: \_\_\_\_\_

Vegetable      Email: \_\_\_\_\_

Phone: \_\_\_\_\_



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## Hotel Information

### HOTEL LOCATION:

Hilton Santa Cruz/Scotts Valley  
6001 La Madrona Dr. Santa Cruz, CA 95060  
Phone Number: (831) 440-1000

### RESERVATIONS:

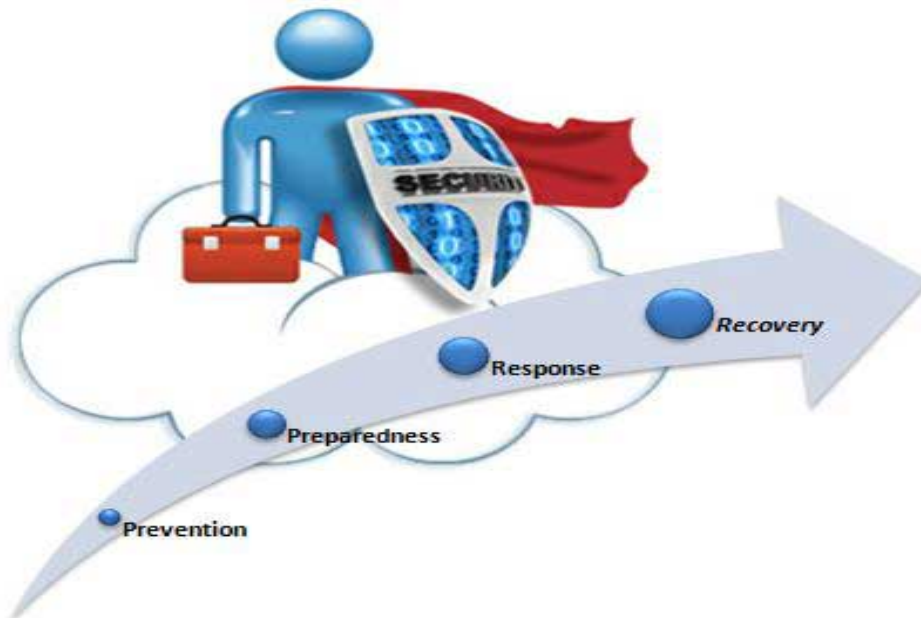
The Hilton Santa Cruz/Scotts Valley will host this year's conference. Room rates within the group block are \$135 and reservations can be made directly with the Hilton Santa Cruz/Scotts Valley reservation office at 831-440-1000. When making reservations, please reference CRAC 2015 Annual Conference and be sure to make reservations by **August 18, 2015** to receive group rates. The group rates are based on availability in the room block. Only those reservations made directly with the Resort will be credited to the overall group guestroom block and utilization. Reservations received after the cutoff date of **August 18, 2015** are subject to availability and room type at the prevailing hotel rates. If you do not check in or cancel your reservation less than forty-eight (48) hours prior to arrival, you are subject to a cancellation fee of one night's room and tax. If you depart before your confirmed departure date, you will be charged \$75 per room at the time of check-out. Once the group block is full, guest rooms may be booked at the current hotel rate, based on availability.

### PARKING:

Self Parking at the hotel is complimentary. Valet parking is also available at the main entrance.

### TRANSPORTATION:

For transportation information, see page 7.



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## Santa Cruz County Transportation Guide

There are many ways to get around Santa Cruz County. Below is a list of car rental agencies as well as public and private transportation options in Santa Cruz County.

### **Santa Cruz Beach-Downtown Trolley:**

The trolley is the best way to get back and forth between the beach and downtown and avoid parking and traffic. The Santa Cruz Trolley is convenient, ADA-accessible, and an enjoyable way to experience what Santa Cruz has to offer for all ages. Trolley riders can park downtown and easily get to the Monterey Bay Exploration Center, the Wharf, Main Beach, and the Boardwalk and still have time to shop and dine in the Downtown. The trolley runs daily from Memorial Day weekend through Labor Day weekend. For more information, visit <http://santacruzrolley.com/>.

Trolley Stops & Departure Times: The trolley leaves the historic Del Mar Theatre at 1124 Pacific Avenue every 30 minutes on the hour (:00) and half hour (:30) to bring you to the beach.

- The trolley leaves the entrance to the Santa Cruz Wharf at 106 Beach St at quarter after (:15) and quarter of (:45) each hour to bring you back Downtown.

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### **Car Rentals in Santa Cruz:**

**Zipcar Santa Cruz**  
**Enterprise**  
**Budget Car Rentals**  
**Practical Rent a Car**  
**Hertz**  
**Autoworld at Santa Cruz**

**Road Conditions:** For real-time traffic conditions and highway webcams in the Santa Cruz County area, visit the Regional Transportation Commission's Commute Solutions **Traffic Conditions webpage**. For current road conditions by phone, call the CalTrans (California Department of Transportation), (800) 427-ROAD. Or visit the **California Department of Transportation website** and enter the number of the highway you're taking (e.g., Highway 1, 9, 17, 129, 152, or 156).

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### **Santa Cruz Bus and Train Transit Information**

For transit guide information for Santa Cruz, please visit: <http://www.iridethebus.org/>

The following information provides some sample guides to take public transportation from Santa Cruz around the county and to different cities. (Note: routes and fares may subject to change.) For more information and up-to-date schedules, please visit: **Santa Cruz Metro** or call (831) 426-6080

### **Public Transportation from Downtown Santa Cruz to shopping areas:**

#### **Santa Cruz to Capitola Mall**

| <b>Transportation</b> | <b>To</b>                     | <b>Time</b> | <b>Fare</b> | <b>Runs every</b> |
|-----------------------|-------------------------------|-------------|-------------|-------------------|
| Walk/bike/drive       | Pacific Station(Metro Center) |             |             |                   |
| Metro Bus             | Capitola Mall                 | 30 min      | \$1.50      | 15-60 min         |

**Total fare:** \$1.50

**Total travel time:** 30 min

**Latest departure time:** 10:30 pm

**Latest return time:** 11:00 pm

**Approx Driving Hrs:** 9 mins



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## Preparing for the Unthinkable; Disaster Recovery and Restoration **TENTATIVE CONFERENCE AGENDA**

### **Tuesday, September 8**

|                      |      | <b>Location</b> |
|----------------------|------|-----------------|
| 1:00 p.m. (tee time) | Golf | Seascape        |

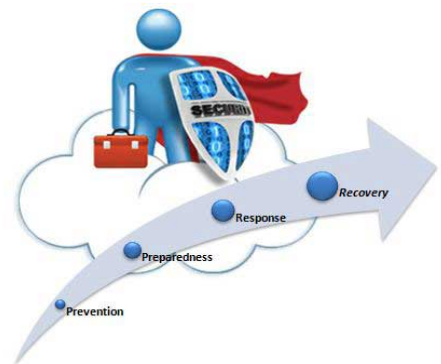
### **Wednesday, September 9 – Committee Meetings**

|                         |  | <b>Location</b>                   |
|-------------------------|--|-----------------------------------|
| 8:00 a.m. – 2:30 p.m.   | Registration   | Hilton 2 <sup>nd</sup> Flr. Foyer |
| 8:30 a.m. – 9:30 a.m.   | Uniform Practices/Mutual Problems/DRIM Committee Meetings                      |                                   |
| 9:30 a.m. – 10:45 a.m.  | Legislative Committee Meeting  | Hilton Santa Cruz                 |
| 10:45 a.m. – 12:00 p.m. | Board of Directors' Meeting  |                                   |
| 12:00 p.m. – 1:30 p.m.  | <b>LUNCH ON YOUR OWN</b>   |                                   |
| 1:30 p.m. – 3:00 p.m.   | SECURE Meeting<br>CeRTNA Meeting   | Hilton Santa Cruz                 |
| 3:00 p.m. – 3:30 p.m.   | Bus travel time  |                                   |
| 3:30 p.m. – 5:00 p.m.   | Tours of County Administration Center & Santa Cruz<br>County Recorder's Office | 701 Ocean Street                  |
| 5:00 p.m. – 7:00 p.m.   | President's Reception  | Hilton Santa Cruz                 |

### **Thursday, September 10 – General Assembly**

|                        |  | <b>Location</b> |
|------------------------|--|-----------------|
| 8:00 a.m. – 5:00 p.m.  | Registration<br>Vendor Exhibits  |                 |
| 7:00 a.m. – 8:30 a.m.  | Continental Breakfast  |                 |
| 8:30 a.m. – 10:00 a.m. | <b>Conference Convenes</b><br><b>Presentation of Colors</b><br><b>National Anthem</b><br><b>Pledge of Allegiance</b><br><b>Call to Order</b><br><b>Welcome</b> |                 |

- President
- Sean Saldavia, Assessor-Recorder





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**Roll Call & Introductions** – Mr. Mark Lunn, Ventura County

## **Approval of Minutes**

### **Report of Officers and Board of Directors**

- President's Report
- Treasurer's Report

### **Report Back from National Conferences**

- IACREOT
- NACRC
- PRIA

### **Committee Reports**

- Legislative
- Uniform Practices/Mutual Problems
- Constitution and Bylaws
- Nominating
- Resolutions and Awards
- Liaison, Dept. of Public Health
- Liaison, Secretary of State
- Liaison, Related Industries
- Information Systems
- Certification and Training
- Document Reference & Indexing Manual
- Transfer Tax
- Audit
- Conference Time and Place
- County Recorders' Directory
- Statistical Report

|                         |   |
|-------------------------|---|
| 10:00 a.m. – 10:30 a.m. | Break and Vendor Visiting   |
| 10:30 a.m. – 11:30 a.m. | Disaster Preservation/It could happen to you! – Dennis Curran, Kofile Preservation (Tentative)<br>Jim Harper, PFA (Tentative) |
| 11:30 a.m. – 1:00 p.m.  | <b>LUNCH ON YOUR OWN</b><br><br>For Principals Only Meeting and Luncheon  |
| 1:00 p.m. – 3:00 p.m.   | Hurricane Katrina/Dealing with the Aftermath– Carrie Martin, Louisiana State Archivist (Tentative)                            |
| 3:00 p.m. – 3:30 p.m.   | Break and Vendor Visiting   |
| 3:30 p.m. – 5:00 p.m.   | Recovering from a Computer System Failure – Brenda Chilton, Benton County, WA (Tentative)                                     |
| 6:00 p.m. – 7:00 p.m.   | No Host Bar   |
| 7:00 p.m. – 10:30 p.m.  | ASSOCIATION BANQUET - Presentation of Resolutions and Awards  |

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| <b>Friday, September 11 – General Assembly</b>  | <b>Location</b>   |
|---|-------------------|
| 7:00 a.m. – 8:30 a.m. <b>BREAKFAST BUFFET</b>   | Santa Cruz Hilton |
| 8:30 a.m. – 9:30 a.m. <i>Legislative Panel Discussion</i>                               |                   |
| 9:30 a.m. – 10:30 a.m.      Surviving the Earthquake, John Tuteur, Napa County Recorder |                   |
| 10:30 a.m. – 11:00 a.m.      Break and Vendor Visiting                                  |                   |
| 11:00 a.m. – 12:00 p.m.      Risk Assessment & Planning – Speaker TBD                   |                   |
| Noon                              Wrap-up<br>Adjournment                                |                   |

