



# 2018 Local Government 101 Registration Form

Brookfield—May 4

Madison—June 1

Eau Claire—May 11

Appleton—June 8

Stevens Point—September 28

**Thank you to our sponsors!**

**League Mutual Insurance**

**Stafford Rosenbaum LLP**

*Registration must be received at least 5 business days before the workshop date.*

## Local Government 101 Agenda

8:30 a.m.  
**Registration**

9:00 a.m.  
**Welcome**

Jerry Deschane, Executive Director or  
Gail Sumi, Member Engagement Director,  
League of Wisconsin Municipalities

**Organization & Powers  
of Cities and Villages**

Claire Silverman, Legal Counsel,  
or Daniel Olson, Assistant Legal Counsel,  
League of Wisconsin Municipalities

**Recognizing and Avoiding  
Conflicts of Interest**

Claire Silverman, Legal Counsel, or  
Daniel Olson, Assistant Legal Counsel,  
League of Wisconsin Municipalities

10:45 a.m.  
**Break**

11:00 a.m.  
**Budgeting & Financial  
Oversight**

Staff from Ehlers

12:15 p.m.  
**Lunch** (included)

1:00 p.m.  
**Procedures for Local  
Government Meetings**

Dan Hill, Retired Local Government  
Specialist

2:15 p.m.  
**Break**

2:30 p.m.  
**Managing Public Works  
Activities**

Ben Jordan, Transportation  
Information Center, Department of  
Engineering Professional  
Development, UW-Madison

3:45 p.m.  
**Adjourn**

### Choose a location/date:

- Brookfield: Embassy Suites Milwaukee/Brookfield, May 4
- Eau Claire: The Lismore, May 11
- Madison: The Holiday Inn Madison at the American Center, June 1
- Appleton: Radisson Paper Valley, June 8
- Stevens Point: Holiday Inn Hotel & Conference Center, September 28

### Registrant's Name (please print)

### Position

_____	_____
_____	_____
_____	_____

### Contact Person (for questions regarding this registration)

### Street Address

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

### Municipality/Company

Phone \_\_\_\_\_ Email \_\_\_\_\_

Please check this box if you need accommodations regarding a disability or dietary restriction. We will contact you to make the necessary arrangements.

### Registration Fee: \$85 (member) or \$110 (non-member) per person

Registration deadline for each workshop is five business days prior to that event.  
Sorry, we cannot accept registrations by phone.

I am paying by CHECK (*made payable to League of Wisconsin Municipalities*)

I am paying by Credit Card     Visa     MasterCard

Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_

Signature \_\_\_\_\_

### THE FINE PRINT:

*Only staff members and officials from cities and villages that are currently members of the League of Wisconsin Municipalities may register as members. Registration fees, minus a \$10 processing fee, are refundable if cancellation notice is given five or more business days before the workshop date*

### HOTEL INFORMATION:

Local Government 101 is designed to be a one-day workshop. However, a small block of rooms has been reserved for over-night reservations. Please call the hotel directly, and reference the League of Wisconsin Municipalities to receive the block rate. (See the PDF of complete hotel information at [www.lwm-info.org](http://www.lwm-info.org) on the Local Government 101 page.)

Online Registration: [www.lwm-info.org](http://www.lwm-info.org)

FAX: 608-267-0645

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