MEMO

TO: Common Council

FROM: Debbie Galeazzi, City Clerk Deb

SUBJECT: League of Wisconsin Municipalities Upcoming Events

DATE: April 30, 2009

Attached to this memo are registration forms for the New Municipal Officials Workshop and the Regional Dinner Meeting. If you are interested in attending either event, please let me know by May 18 so I can get you registered. There are funds in the Council budget for training.

The League of Wisconsin Municipalities Annual Conference will be held in Appleton on October 14-16, 2009. You may want to consider attending this conference. The cost of the annual conference is approximately $135.

140 Main Street • Menasha, Wisconsin 54952-3151 • Phone (920) 967-3603 • Fax (920) 967-5273
www.cityofmenasha-wi.gov

2009
New Municipal Officials Workshops

The League of Wisconsin Municipalities, in cooperation with the Department of Professional Development and Applied Studies, Local Government Center, UW-Extension and the Department of Engineering Professional Development, UW-Madison, is sponsoring a one-day workshop for new city and village officials.

This Workshop provides a basic course on local government for officials who assumed office this spring. Other city and village officials who wish to brush up on their knowledge of local government or missed the previous annual workshops may also find the meetings beneficial.

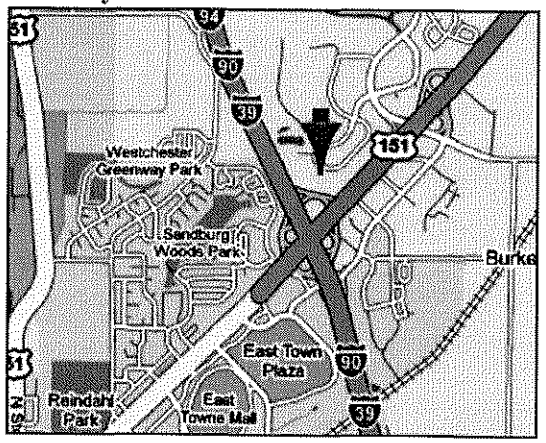
Workshop Locations

Madison
Holiday Inn — American Center
5109 W. Terrace Dr.
May 8, 2009

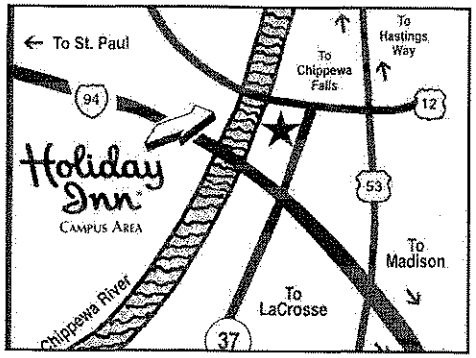
Eau Claire
Holiday Inn Campus
2703 Craig Rd.
May 15, 2009

Kimberly
Liberty Hall/Hilton Garden
800 Eisenhower Dr.
June 5, 2008

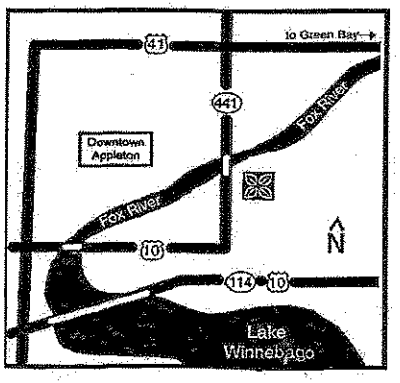
Holiday Inn - American Center



Holiday Inn - Campus



Liberty Hall/Hilton Garden



2009
New Municipal Officials Workshops

Featuring Three Locations

- Madison
  Holiday Inn -
  American Center
- Eau Claire
  Holiday Inn
  Campus
- Kimberly
  Liberty Hall/
  Hilton Garden

Agenda

8:30 **Registration - Coffee**

9:00 **Welcome**
Dan Thompson, Executive Director, League of Wisconsin Municipalities

Framework of Wisconsin Local Government - Dan Thompson

Powers of City Councils and Village Boards - 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 *Break*

11:00 **Budgeting & Financial Oversight** - Russ Van Gompel, Village Manager, Brown Deer

Noon *Lunch*

1:00 **Procedures for Local Government Meetings** - Larry Larmer, Professor Emeritus, Local Government Center, UW-Madison

2:15 *Break*

2:30 **Managing Public Works Activities** - Ben Jordan, Department of Engineering Professional Development, UW-Madison

Open Discussion

3:30 *Adjournment*

2009 New Municipal Officials Workshops Registration

Please make the following reservation for the New Municipal Officials Workshop at

❒ Madison, Holiday Inn - American Center, May 8, 2009
❒ Eau Claire, Holiday Inn Campus, 2703 Craig Rd., May 15, 2009
❒ Kimberly, Liberty Hall/Hilton Garden, June 5, 2009

Name (please type or print) _____ Position _____

_____ _____

_____ _____

_____ _____

Signed _____

Title _____

Address _____

Municipality _____ zip

Fax Number _____

E-mail _____

Payment Method

❒ Credit Card or ❒ Check # _____

Card type _____ (Master Card, Visa)

Number _____

Exp _____ Vcode _____

Signature _____

Please enclose registration fee of $60 (member) or $85 (non-member) per day per reservation. Only employees officially affiliated with cities and villages that are current members of the League of Wisconsin Municipalities may register as "members." Make checks payable to the League of Wisconsin Municipalities. Return this form no later than five days prior to your chosen seminar. Registration by phone cannot be accepted.

Mail to: League of Wisconsin Municipalities, 122 W. Washington Ave., Suite 300, Madison, WI 53703
Fax: (608) 267-0645; On-Line: www.lwm-info.org

Registration fees, less the $5 processing fee, are refundable if the League receives the cancellation not later than three days before the institute. Refunds are not available for cancellations made within three days of the institute.

❒ Please place an "X" through the box if you need an accommodation regarding a disability. We will contact you to make the necessary arrangements.

2009
Regional Dinner Meetings

Mark your calendar for a Regional Dinner Meeting! Each Regional Dinner Meeting provides the opportunity to improve contact with neighboring officials and get the latest information on municipal topics. Don't miss this chance to network with your fellow local officials!

At each of the six regional meetings, Dan Thompson, Executive Director of the League, will present updates on the proposed state budget, the federal stimulus program, and the Wisconsin Way project.

Fennimore
April 30, 2009

Lake Delton
May 7, 2009

Rothschild
May 13, 2009

Eau Claire
May 14, 2009

Milwaukee
May 21, 2009

Howard
June 4, 2009

Cash bar at 5:30 p.m.
Dinner at 6:30 p.m.

2009
Regional Dinner Meetings

Featuring Six Locations

- Fennimore
- Lake Delton
- Rothschild
- Eau Claire
- Milwaukee
- Howard

Locations

Fennimore
April 30 , 2009
Eagle Creek Inn
1094 Lincoln Ave.

Lake Delton
May 7, 2009
Wintergreen Resort/Conf. Center
60 Gasser Rd.

Rothschild
May 13, 2009
Lodge at Cedar Creek
805 Creske Ave.

Eau Claire
May 14, 2009
Holiday Inn Campus
2703 Craig Rd.

Milwaukee
May 21, 2009
Wyndham Airport Hotel
4747 S. Howell Ave.

Howard
June 4, 2009
Rock Garden
1951 Bond St.

2009 Regional Dinner Meeting Registration

Please make the following reservation for the Regional Dinner Meetings

- ❒ Fennimore, April 30
- ❒ Lake Delton, May 7
- ❒ Rothschild, May 13
- ❒ Eau Claire, May 14
- ❒ Milwaukee, May 21
- ❒ Howard, June 4

Name (please type or print) _____ Position _____

Signed _____

Title _____

Address _____

Municipality _____ zip

Fax Number _____

E-mail _____

Payment Method

❒ Credit Card or ❒ Check # _____

Card type _____ (Master Card, Visa)

Number _____

Exp _____ Vcode _____

Signature _____

Please enclose dinner fee of $20 per reservation. Make checks payable to the League of Wisconsin Municipalities. Return this form no later than five days prior to your chosen dinner. Registration by phone cannot be accepted.

Mail to: League of Wisconsin Municipalities, 122 W. Washington Ave., Suite 300, Madison, WI 53703
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On-Line: www.lwm-info.org

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