MEMO

TO: Common Council

FROM: Debbie Galeazzi, City Clerk

SUBJECT: League of Wisconsin Municipalities Upcoming Events

DATE: April 1, 2010

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 April 26 so I can get you registered.

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

2010
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 proposed state legislation, and the Wisconsin Way project.

Eau Claire
April 29, 2010

Green Bay
May 6, 2010

Wisconsin Dells
May 13, 2010

Rothschild
May 20, 2010

Belmont
May 27, 2010

Brookfield
June 10, 2010

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

LEAGUE OF WISCONSIN MUNICIPALITIES 2010

Regional Dinner Meetings

At Six Locations

- Eau Claire
- Green Bay
- Wisconsin Dells
- Rothschild
- Belmont
- Brookfield

Locations

Eau Claire
April 29, 2010
Holiday Inn Campus
2703 Craig Rd.

Green Bay
May 6, 2010
Tundra Lodge
865 Lombardi Ave.

Wisconsin Dells
May 13, 2010
Wintergreen Resort/Conference Center
60 Gasser Rd.

Rothschild
May 20, 2010
Holiday Inn
1000 Imperial Ave.

Belmont
May 27, 2010
Convention Center/Baymont Hotel
103 W Mound View Ave, Exit 26

Brookfield
June 10, 2010
Sheraton Hotel
375 S. Moorland Rd.

2010 Regional Dinner Meeting Registration

Please make the following reservation for the Regional Dinner Meetings

- ❒ Eau Claire, April 29
- ❒ Green Bay, May 6
- ❒ Wisconsin Dells, May 13
- ❒ Rothschild, May 20
- ❒ Belmont, May 27
- ❒ Brookfield, June 10

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
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 dinner. Refunds are not available for cancellations made within three days of the dinner.

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

2010
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.

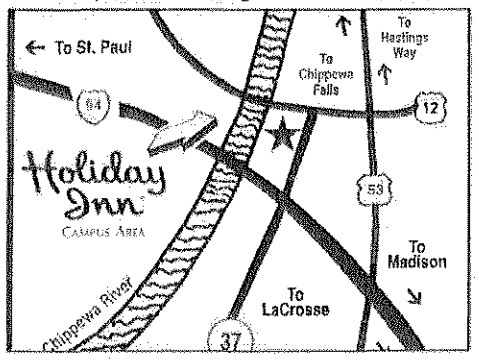
Workshop Locations

Eau Claire
Holiday Inn Campus
2703 Craig Rd.
April 30, 2010

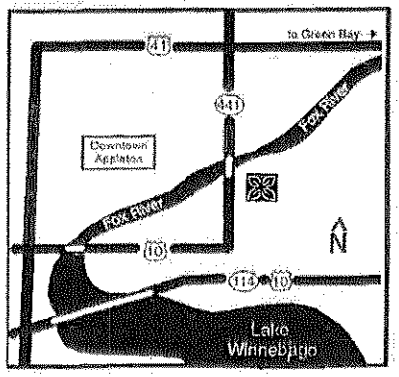
Kimberly
Liberty Hall/Hilton Garden
800 Eisenhower Dr.
May 7, 2008

Madison
Crowne Plaza Hotel
4402 E. Washington Ave.
May 14, 2010

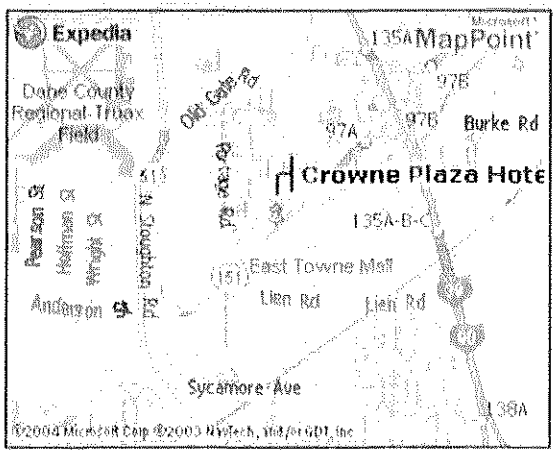
Holiday Inn - Campus, Eau Claire



Liberty Hall/Hilton Garden, Kimberly



Crowne Plaza Hotel, Madison



2010
New Municipal Officials Workshops

At Three Locations

- Eau Claire
  Holiday Inn
  Campus
- Kimberly
  Liberty Hall/
  Hilton Garden
- Madison
  Crowne Plaza
  Hotel

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

2010 New Municipal Officials Workshops Registration

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

- ❒ Eau Claire, Holiday Inn Campus, 2703 Craig Rd., April 30, 2010
- ❒ Kimberly, Liberty Hall/Hilton Garden, May 7, 2010
- ❒ Madison, Crowne Plaza Hotel, May 14, 2010

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 person. 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.

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