

## Who Should Attend

Town and village board members, clerks, and treasurers.

## Teaching Team

Mike Koles, Carol Nawrocki, Rick Manthe, and Jann Charette

Wisconsin Towns Association

Valeah Foy, Claude Lois, Julie Raes, and Andrea Newman Wilfong,

Wisconsin Dept. of Revenue

Carol Doran, Wisconsin Dept. of Revenue (Retired)

Ben Jordan and Steve Pudloski,  
UW-Madison's Transportation Information Center

Philip Freeburg and Dan Hill,  
UW-Extension's Local Government Center

Bill Rizzo, UW-Extension's Local Government Center (Retired)

## Comments from most recent Town & Village Workshops

"Very important topics!! Thank you--this is why I attend."

"Useful for conducting meetings. Fun session."

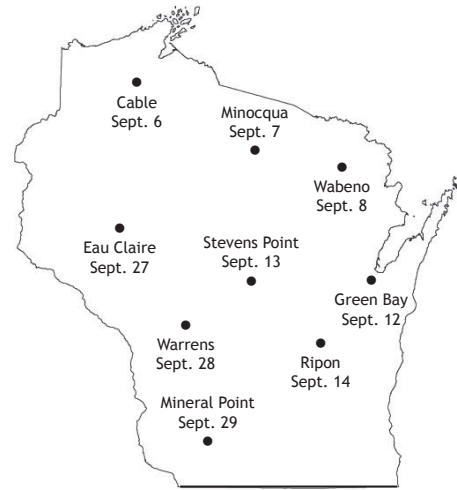
"Will use this information to be a better board member."

"My board members attend also and it will help ensure we are using proper procedure."

"Presenter was very knowledgeable and explained things in a very easy to understand way."

"Useful info for budget preparation..."

"Will use info to start engaging public even more."



- 9/6 Cable: Lakewoods Resort, 21540 Cty Hwy M. 8 miles east of Cable on Hwy M.
- 9/7 Minocqua: AmericInn/Reulands, 700 US Hwy 51 N. On US Hwy 51 in the heart of Minocqua.
- 9/8 Wabeno: Potawatomi Carter Casino and Hotel, 700 Hwy 32 N, between Wabeno and Carter.
- 9/12 Green Bay: The Meadows Conf. Center, 850 Kepler Dr. From I-43: exit #183 E to E. Mason St, turn right onto Challenger Dr, turn right onto Voyager Dr, Voyager Dr becomes Kepler.
- 9/13 Stevens Point: Holiday Inn Conv. Ctr., 1001 Amber Ave. From I-39, exit #158 onto Hwy 10 heading east.
- 9/14 Ripon: Royal Ridges of Ripon, 1 Westgate Dr. Follow WI-49 N/WI-23 W. Turn south onto Westgate Dr.
- 9/27 Eau Claire: Florian Gardens Conference Center, 2340 Lorch Ave. From I-94 take exit 68 onto WI-93, turn south toward Eleva, turn right onto Lorch Ave.
- 9/28 Warrens: Three Bears Resort, 701 Yogi Circle. From I-94, exit #135 towards Warrens, turn left onto Cty Hwy EW, left onto Jellystone Park Dr. (at Cenex), right onto Yogi Cir.
- 9/29 Mineral Point: Quality Inn-Mineral Point, 1345 Business Park Rd. From WI-23/US-151, exit 40.

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Madison, WI 53703-1104



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Government  
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**UW**  
**Extension**  
University of Wisconsin-Extension

# 2017 Fall Town & Village Workshops

including Budget and Finance Topics

## 9 Locations Around Wisconsin



Sponsored by:

UW-Extension's Local Government Center

Wisconsin Towns Association

UW-Madison's Transportation Information Center

League of Wisconsin Municipalities

Wisconsin Department of Revenue

UW-Extension County Offices

## Fall Town & Village Workshops September 2017

Name \_\_\_\_\_  
 Position \_\_\_\_\_  
 Town/Village \_\_\_\_\_  
 County \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_  
 E-mail \_\_\_\_\_

I plan to attend the following workshop:

- Wednesday Sept. 6: Cable
- Thursday, Sept. 7: Minocqua
- Friday, Sept. 8: Wabeno
- Tuesday, Sept. 12: Green Bay
- Wednesday, Sept. 13: Stevens Point
- Thursday, Sept. 14: Ripon
- Wednesday Sept. 27: Eau Claire
- Thursday, Sept. 28: Warrens
- Friday, Sept. 29: Mineral Point
- Materials only (\$30 per packet)

FEE: \$65 early registration fee received seven days prior to workshop date.  
 \$75 late registration and walk-ins

Although you can choose between the topics during the day, please indicate where you will spend most of your time.

- General Topics
- Clerks and Treasurers

Fee covers the cost of instruction, materials, snack and lunch. A full refund will be made if notice of cancellation is received in writing seven days prior to the workshop.

No-shows will not receive a refund, but materials will be sent.

**Registration:** Make check payable to Wisconsin Towns Association and mail to

Wisconsin Towns Association  
 W7686 County Rd MMM  
 Shawano, WI 54166  
 Fax (715) 524-3917

Registration questions? Please email wtowns@wiscitowns.com

For further workshop information call the Local Government Center at (608) 262-9960.

# 2017 Fall Town & Village Workshop Agenda

## General Topics

- 8:00 - 8:25 Registration
- 8:25 - 8:30 Welcome and Introductions
- 8:30 - 10:00 Legislative Update  
*Mike Koles, Rick Manthe, Carol Nawrocki, or Jann Charette*
- 10:00 - 10:10 Break
- 10:10 - 11:40 "Did I Hear That Right?" Public Hearing Strategies and Requirements  
*Bill Rizzo and Philip Freeburg*
- 11:40 - 12:25 Lunch
- 12:25 - 1:20 Winter is Coming: Cost Effective Winter Road Maintenance  
*Ben Jordan or Steve Pudloski*
- 1:20 - 1:30 Break
- 1:30 - 2:15 Winter Road Maintenance, *continued*  
*Ben Jordan or Steve Pudloski*
- 2:15 - 3:00 Agendas & Minutes for Effective Meetings  
*Dan Hill*
- 3:00 Evaluations and Adjourn

## Clerks and Treasurers

- 8:00 - 8:25 Registration
- 8:25 - 8:30 Welcome and Introductions
- 8:30 - 10:00 Clerk/Treasurer Duties & Budget Basics  
*Carol Doran*
- 10:00 - 10:10 Break
- 10:10 - 11:40 Department of Revenue Update: Levy Limit Forms and More  
*Valeah Foy, Claude Lois, Julie Raes, or Andrea Newman Wilfong*
- 11:40 - 12:25 Lunch
- 12:25 - 1:20 Legislative Update  
*Mike Koles, Carol Nawrocki, Rick Manthe, or Jann Charette*
- 1:20 - 1:30 Break
- 1:30 - 2:15 Agendas & Minutes for Effective Meetings  
*Dan Hill*
- 2:15 - 3:00 Q & A with Expert Panel  
*All Presenters*
- 3:00 Evaluations and Adjourn

Please note that UW-Extension and Wisconsin Towns Association staff may be taking videos and pictures of the participants at the 2017 Fall Town & Village Workshops. UW-Extension and Wisconsin Towns Association will use these videos and pictures in a manner consistent with UW-Extension's mission. Your attendance at these events indicates your consent for your image to be recorded and used in this manner.