Public WisLine Sites

Individual sites may not be available for every program. Please contact the site in your area well in advance of your program to verify room availability and directions.

4000 Adams  Adams Co. UWEX  608-339-4237
4001 Ashland  Ashland Co. Crthse.  715-682-7017
4007 Alma  Buffalo Co. Crthse.  608-685-6256
4038 Antigo  Langlade Co. UWEX  715-627-6236
4050 Appleton  Outagamie Co. UWEX  920-222-6211
4069 Baldwin  St. Croix Co. Ag Ctr.  715-684-3301
4055 Balsam Lake  Polk Co. Govt. Bldg.  715-485-8600
4064 Baraboo  Sauk Co. UWEX  608-355-3250
4003 Barren  Barron Co. UWEX  715-537-6250
4031 Black River Falls  Chippewa Co. Crthse.  715-726-7950
4025 Crandon  Forest Co. UWEX  715-478-2212
4037 Darlington  LaFayette Co. Crthse.  608-776-4820
4029 Dodgeville  Iowa Co. UWEX  608-935-0391
4052 Durand  St. Croix Co. UWEX  715-634-4839
4061 Eau Claire  Eau Claire Co. UWEX  715-839-1450
4010 Eau Claire  Eau Claire Co. UWEX  715-839-1450
4075 Elkhorn  Walworth Co. UWEX  262-741-4951
4022 Florence  Florence Co. UWEX  715-528-4480
4039 Merrill  Lincoln Co. UWEX  715-536-0304
4048 Neillsville  Clark Co. Crthse.  715-743-5121
4049 Rhinelander  Oneida Co. UWEX  715-365-2750
4013 Port Washington  Ozaukee Co. Crthse.  262-284-6288
4028 Prairie du Chien  Crawford Co. UWEX  608-222-6223
4059 Readstown  Readstown Public Library  608-768-7233
4040 River Falls  UW-River Falls  715-425-3256
4069 Shawano  Shawano Co. Crthse.  715-526-6136
4068 Sheboygan  Sheboygan UWEX Ofc.  920-459-5902
4008 Siren  Burnett Co. Crthse.  715-349-2151
4047 Spirit  Monroe Co. UWEX  608-267-8722
4056 Stevens Point  Portage Co. UWEX  715-346-1316
4057 Sturgeon Bay  Door Co.City Library  920-746-2260
4058 Superior  Douglas Co. UWEX  715-395-1363
4072 Viroqua  Vernon Co. UWEX Ofc.  608-637-5276
4005 West Allis  Milwaukee Co. UWEX  414-290-2430
4041 West Bend  Washington Co. UWEX  262-335-4478
4081 West Bend  Washington Co. UWEX  262-335-4478
4004 Wausau  Marathon Co. UWEX  715-261-1232
4062 Whitewater  Walworth Co. Crthse.  715-258-6230
4077 Wiscasset  Walworth Co. Crthse.  715-258-6230
4070 Wisconsin Rapids  Wood Co. Crthse.  715-421-8440

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4038 Antigo  Langlade Co. UWEX  715-627-6236
4050 Appleton  Outagamie Co. UWEX  920-832-5122
4069 Baldwin  St. Croix Co. Ag Ctr.  715-684-3301
4055 Balsam Lake  Polk Co. Govt. Bldg.  715-485-8600
4064 Baraboo  Sauk Co. UWEX  608-355-3250
4003 Barren  Barron Co. UWEX  715-537-6250
4031 Black River Falls  Jackson Co. UWEX  715-284-4257
4009 Chilton  Calumet Co. UWEX  920-849-1450
4010 Chippewa Falls  Chippewa Co. Crthse.  715-726-7950
4058 Phillips  Price Co. UWEX  715-339-2555
4051 Port Washington  Ozaukee Co. Admin. Ctr.  262-284-6288
4031 Portage  Columbia Co. Annex Bldg.  608-742-9688
4014 Prairie du Chien  Crawford Co. UWEX  608-222-6223
4086 Readstown  Readstown Public Library  608-768-7233
4049 Rhinelander  Oneida Co. UWEX  715-365-2750
4060 Richland Ctr.  Richland Co. UWEX  608-647-6148
4054 River Falls  UW-River Falls  715-425-3256
4067 Shawano  Shawano Co. Crthse.  715-526-6136
4068 Sheboygan  Sheboygan UWEX Ofc.  920-459-5902
4008 Siren  Burnett Co. Crthse.  715-349-2151
4047 Sparta  Monroe Co. UWEX  608-267-8722
4077 Spooner  Washburn Co. UWEX  715-635-4444
4056 Stevens Point  Portage Co. UWEX  715-346-1316
4018 Sturgeon Bay  Door Co.City Library  920-746-2260
4019 Superior  Douglas Co. UWEX  715-395-1363
4072 Viroqua  Vernon Co. UWEX Ofc.  608-637-5276
4004 Washburn  Bayfield Co. Crthse.  715-737-6104
4080 Waukesha  Waukesha Co. Admin Ctr.  262-549-7770
4057 Wausau  Marathon Co. UWEX  715-261-1232
4062 Waupun  Waupaca Co. UWEX  920-787-0416
4045 West Allis  Milwaukee Co. UWEX  414-290-2430
4079 West Bend  Washington Co. UWEX  262-335-4478
4071 Whitehall  Trempealeau Co. Crthse.  715-538-2311
4085 Wisconsin Rapids  Wood Co. Crthse.  715-421-8440

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REGISTRATION FORM 1763
2008-2009 WisLine Teleconference Series

Participation in an active WisLine session costs $20, which includes the written materials. Materials will be sent to the site if you register at least 10 days prior to the first day of the program. Cancellations must be received 10 days prior to the program in order to receive a refund.

WisLine Location (see back panel)
Name _______________________________
Address ___________________________
City _______ State _______ Zip ______
Phone (________) ___________ E-Mail Address ___________________________
Government Unit _______________________

Check session(s) you wish to attend at $20 each:
☐ Sep. 15 Dev. Annu. Budget
☐ Nov. 11 Financial Admin.
☐ Nov. 18 Federal Payroll
☐ Dec. 6 Property Tax
☐ Feb. 17 State Local Finances
☐ Mar. 3 Fin. Report Form C

Mail form and fee to:
WisLine Registrations
Dept. 111, Room 139
702 Langdon Street
Madison, WI 53706

Or register by fax: (608) 741-7416; or phone: (608) 262-0810, using credit card for payment.

For questions only (no registration): (608) 262-9961

Method of payment: Visa ☐ MC ☐ Am Exp. ☐ Credit Card # ___________ Exp. Date ___________
Cardholder’s name ___________ Check Enclosed ☐ (Make check payable to UW-Extension)

Bill Me ☐ Check Enclosed ☐
(Make check payable to UW-Extension)

If you have a disability and desire accommodations, please advise us when you register. Requests are confidential.

CURRENT ISSUES AFFECTING LOCAL GOVERNMENT OFFICIALS
2008-09 WisLine Teleconference Series

September 15, 2008 (Monday), 10:30 a.m.-12:20 p.m. DEVELOPING THE ANNUAL BUDGET (#1763-1). Learn about the general statutory requirements and procedures that local governments are subject to in developing their annual budget. The Village of Brown Deer’s budget process and documents will be featured. Russ Van Gompel, Village Manager of Brown Deer; and Kate Lawton of UW-Extension Local Government Center.

November 11, 2008 (Tuesday), 10:30 a.m.-12:20 p.m. FINANCIAL ADMINISTRATION (#1763-2). Learn the basics of the budgeting-accounting-reporting cycle, cash-handling and bill paying for towns and villages. Also discussed will be the statutory checks and balances within the system between boards, clerks, treasurers and taxpayers. Carol Doran, Wisconsin Department of Revenue.

November 18, 2008 (Tuesday), 10:30 a.m.-12:20 p.m. FEDERAL PAYROLL RESPONSIBILITIES (#1763-3). Learn your local government’s tax obligations, have the opportunity to ask questions about your payroll and discuss any problems with it. Program materials will include all relevant forms and resources. Ruthann Watts, Internal Revenue Service.

December 16, 2008 (Tuesday), 10:30 a.m.-12:20 p.m. PROPERTY TAX 101 (#1763-4). Learn the basics of the property tax system – administration, valuation, levies and rates. Understand the difference between equalized and assessed valuations and how they are used. Find out how local boards of review fit into this system. Speakers to be announced.

February 17, 2009 (Tuesday), 10:30 a.m.-12:20 p.m. STATE AND LOCAL FINANCE DISCUSSION (#1763-5). Learn about Wisconsin’s state and local finance system and how this compares to other states. Join the discussion about how Wisconsin can reform its finance system, eliminate structural deficits, and encourage economic and community development. Speakers to be announced.

March 3, 2009 (Tuesday), 10:30 a.m.-12:50 p.m. COMPLETING THE FINANCIAL REPORT FORM C (#1763-6). Each year counties and municipalities must submit an annual financial report form to the Department of Revenue. Smaller towns and villages that use cash basis accounting fill out the “Form C” financial report. Complete this form step by step and have your questions answered. Carol Doran, Wisconsin Department of Revenue.

March 24, 2009 (Tuesday), 10:30 a.m.-12:20 p.m. HOW TO RUN THE ANNUAL BOARD MEETING (#1763-7). Learn about the statutory requirements and parliamentary procedures required to run a successful annual town meeting. Rick Stadelman, Wisconsin Towns Association.

March 31, 2009 (Tuesday), 10:30 a.m.-12:50 p.m. REGULATION OF ALCOHOLIC BEVERAGE LICENSING (#1763-8). As you ready your municipality for reviewing and issuing licenses, learn about the statutory requirements for alcoholic beverage licenses, municipal licensing actions, recent case law and any legislative changes. Rick Stadelman, Wisconsin Towns Association; Claire Silverman, League of Wisconsin Municipalities; and Roger Johnson, Department of Revenue.

What is a WisLine?
A WisLine is a live teleconference offered by the University of Wisconsin-Extension. You pre-register by mail, fax or phone to attend at a public WisLine site convenient to you. The day of the program, you will go to a room set up for two-way sound communication. Because there is no visual presentation in these teleconferences, you will receive a packet of printed materials that will be referred to throughout the program and that you can take home.

Other learning options available a few days after the live WisLine, at $25 each:
– Purchase a “materials bundle” and receive written materials along with an audio CD of the actual teleconference. Call (608) 262-9960 or visit: lgc.uwex.edu/WisLines.
– Purchase audio-streamed program online (requires fast Internet connection) at lgc.uwex.edu/stream.

APRIL 21, 2009 (Tuesday), 10:30 a.m.-12:50 p.m. CONDUCTING THE ANNUAL BOARD OF REVIEW (#1763-9). Learn or review the statutory requirements and procedures for conducting the annual board of review. This program meets the certified training requirement under the law for board members; however, you must register and attend the WisLine program to meet the requirement. Alternatively, registering and listening to the audio-streamed program also counts for the certified training, or purchasing and completing the program on CD. Rick Stadelman, Wisconsin Towns Association; and Reed Johnson, Department of Revenue.

Program repeats on:
April 28, 2009 (Tuesday), 10:30 a.m.-12:50 p.m. (#1763-10). May 5, 2009 (Tuesday) 10:30 a.m.-12:50 p.m. (#1763-11).

Check out your free online
Mock Board of Review video!
http://lgc.uwex.edu/bor/BORVideos.html