

City Government 101:

What Every Elected Official Needs to Know

Thursday, December 6, 2012
Mesa Convention Center
263 N Center St.
Mesa, AZ 85201
Palo Verde Room

This training is a one day course based on the League's annual Newly Elected Officials Training. Presented in conjunction with the Arizona Municipal Clerks' Association, it will cover the basics of serving as an elected official in an Arizona city or town.

8:00 a.m.

Registration Opens
Continental Breakfast

8:30 - 9:30 a.m.

Arizona Government 101

9:30 - 10:40 a.m.

Council Manager Form of
Government: Elected Official
and Staff Roles

10:40 a.m.

Break

10:50 - 11:40 a.m.

Budget Basics

11:40 a.m. - 12:30 p.m.

Lunch will be provided

12:30 - 1:30 p.m.

Anatomy of a Council Meeting

1:30 p.m.

Break

1:45 - 3:00 p.m.

Open Meeting, Ethics, and Land use Issues:
Staying Out of Hot Water

3:00 p.m.

Adjourn

