



# CITY HALL ESSENTIALS™

*Municipal Law Training...  
because informed officials make better decisions.*

## When

Friday, July 13, 2018

8:30am—4:50pm

*Registration begins at 8:00am*

## Where

Texas Tech University in the Hill Country  
2818 E. US Hwy 290, Fredericksburg, TX 78624

## Agenda

8:00am—8:30am	Registration & Refreshments
8:30am—8:45am	Welcome & Greeting
8:45am—9:45am	Open Meetings
9:45am—10:00am	<i>Morning Break</i>
10:00am—11:00am	Open Records
11:00am—12:00pm	Ethics
12:00pm—12:15pm	<i>Break/Grab Box Lunch</i>
12:15pm—12:45pm	Ordinances v. Resolutions v. Proclamations
12:45pm—1:15pm	Home-Rule v. General-Law
1:15pm—1:45pm	Council/Staff Relations
1:45pm—2:15pm	Budget, Finance & Purchasing
2:15pm—2:45pm	<i>Afternoon Break</i>
2:45pm—3:15pm	Conducting Better Meetings
3:15pm—3:45pm	Planning, Zoning & Plats
3:45pm—4:45pm	Social Media
4:45pm—4:50pm	Closing Remarks

## REGISTRATION FORM HERE

Registration closes July 6th

## Calling All

City Officials (elected, staff, volunteers)  
Council, Managers, Secretaries, Attorneys  
Clerks, Commissioners

## Registration

\$100

Includes breakfast items, box lunch, and snacks

Current faculty, staff and students of Texas Tech are free but must register

## CLEs

- \*2 hrs by the Attorney General for Open Government Training
- \*7 hrs by Texas Court Clerks Assn
- \*Texas Registered Municipal Clerks may submit a Knowledge Transfer Action Plan (KTAP) to receive TMCCP education points
- \*Seminar agenda may be submitted to the Texas Municipal League Institute

## Contact

Sheila Lehmann, M.Ed., LPC

512/334-9570

[Sheila@TexasMunicipalLawyers.com](mailto:Sheila@TexasMunicipalLawyers.com)

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