


Municipal Notes

From the ARKANSAS MUNICIPAL LEAGUE

2nd & Willow • P.O. Box 38 • North Little Rock, AR 72115 • (501) 374-3484

March 7, 2018

TO: MAYORS, CITY MANAGERS, CITY ADMINISTRATORS, COUNCIL MEMBERS,
CITY DIRECTORS, CITY CLERKS, CLERK/TREASURERS, CITY RECORDERS,
AND RECORDER/TREASURERS

FROM: DON ZIMMERMAN, EXECUTIVE DIRECTOR 

RE: CITY GOVERNMENT 101: WHO DOES WHAT AT CITY HALL?

The Arkansas Municipal League will sponsor a workshop for all Mayors, City Managers, City Administrators, Council Members, City Directors, City Clerks, Clerk/Treasurers, City Recorders, and Recorder/Treasurers who have not had this workshop entitled City Government 101: Who Does What at City Hall? This workshop is part of the AML certified continuing education program. Attendees will receive 5 core hours of credit towards the necessary 21 hours of credit required to become a certified municipal official. Seating will be available first come first serve. **Please note that this course will be offered only once on Wednesday, April 4th.** You may register online with a credit card at www.arml.org. The tentative program schedule is as follows:

TENTATIVE AGENDA

Morning Session	Afternoon Session
Laws that Make Us Unique	FOIA & Record Maintenance
City Government: What's Your Role	Steps to Passing an Ordinance
Commissions and Committees	Questions & Answers

REGISTRATION: 8:30 a.m. - 9:00 a.m.

TIME: 9:00 a.m. until 3:00 p.m.

DATE: April 4, 2018

PLACE: League Headquarters
301 West 2nd Street
North Little Rock, 72114

The registration fee for this workshop is \$25.00 which includes a light breakfast and a box lunch. If you plan to attend, please complete the attached form providing us with your name, title, city and registration fee. **The deadline for registration is Wednesday, March 28, 2018.**

GREAT CITIES MAKE A GREAT STATE



WORKSHOP REGISTRATION FORM

**City Government 101:
Who Does What at City Hall?
Wednesday, April 4, 2018
AML Headquarters**

Please return form by Wednesday, March 28, 2018

NAME/TITLE:	e-mail (<i>required</i>):
NAME/TITLE:	e-mail (<i>required</i>):
NAME/TITLE:	e-mail (<i>required</i>):
CITY OF:	cc e-mail:
ADDRESS:	
CITY/STATE/ZIP:	
TELEPHONE #:	

REGISTRATION FEE TOTAL: \$25.00 x _____ = \$ _____

How are you paying?

- Check Credit Card (Visa, Mastercard or Discover only)

If paying by check, fill out form and mail to:

Arkansas Municipal League
 Attn: 2018 City Government 101 Workshop
 P.O. Box 38
 North Little Rock, AR 72115

If paying by credit card, fill out form and information below in full and fax/e-mail to:

Tricia Zello – tzello@arml.org
 Arkansas Municipal League
 Fax: 501.374.0541

Card Number: _____ - _____ - _____ - _____ Exp. Date: ____/____/____

Cardholder Name: _____ (as it appears on card)

Billing Address: _____ (as it appears on statement)

City: _____ State: _____ Zip: _____

***E-mail address:** _____

(*Required for credit card payment, an e-receipt will automatically be e-mailed to you.)