

CITY OF RAPID CITY
TRAVEL REQUEST

LF103107-21

Person requesting travel Jason Green Department City Attorney

I hereby request permission to travel for the following purpose: (Give specific nature of business and interest of the City to justify cost involved.)

Government Civil Practice

List all other City employees, if any, making the trip for the same purpose: _____

Place of meeting or destination: Mesa, AZ

Date of meeting Dec 9-13, 2007

Date trip to begin Dec 8, 2007 Date trip will end Dec 13, 2007

Method of transportation requested air

Estimated transportation cost \$ 376.00

Meals 230.00

Lodging 5 days 680.00

Other costs - description conference fee 665.00 790.00

misc 125.00

Total estimated cost of trip \$ 2076.00

Signed [Signature] 10-15-07 Date [Signature] 10-15-07
(person requesting travel) (Department Head)

When the cost of the trip will exceed \$500, per employee, this section must be signed.

In accordance with the provisions of Rapid City ordinances and travel regulations, consent is hereby given for travel as requested in the foregoing application. Maximum cost of trip authorized is \$ _____

Approved: _____ Date _____
Mayor

When the cost of the trip will exceed \$1,500, per employee, Council approval is required.

Approved by Common Council on _____ (Date)

White copy - Mayor

Yellow copy - Finance

Gold copy - Department copy

Government Civil Practice

December 9-13, 2007 in Mesa, Arizona

As a government or contract attorney representing a state, county, municipal or local government office, you are confronted on a daily basis with issues of government liability. The *Government Civil Practice* Course will provide you with an overview of some of the most common issues you encounter, strategic tips to help you favorably resolve these issues, and the current status of the law. You will have the opportunity to learn from seasoned faculty and your colleagues from across the country.

Included in the program are topics such as:

- Discovery and Depositions
- Defending Deadly and Excessive Force Cases
- Regulatory Takings and Eminent Domain
- ADR and Negotiations
- Section 1983 Litigation
- Absolute and Qualified Immunity
- Ethics and Professionalism
- The FMLA, FLSA and ADA
- Sexual Harassment and Title VII Litigation
- Defending Injunctions
- Jail and Prison Litigation
- Drafting and Defending Ordinances
- Planning for and Responding to Disasters
- Evidentiary Issues



Photo Courtesy: Cover - TCVB, Inside - Mesa CVB

Visit Mesa, located minutes from Phoenix and Scottsdale in the Valley of the Sun. There are beautiful golf courses and hiking trails, and many other outdoor activities that will allow you to enjoy some of the more than 320 days of sunshine that Mesa has to offer each year. Visit the Fort McDowell Yavapai Nation, a tribal community located just a few minutes from Mesa. Enjoy playing one of the two award winning golf courses, checking out the casino, or just taking in the view of the amazing landscape the community has to offer. In the evenings, enjoy the fantastic Southwestern cuisine, dancing or even a Broadway show...there is something for you in Mesa!

Course Information

Eligibility

Government Civil Practice is open to government attorneys employed by municipal, county, or state governmental units and to attorneys in private practice who regularly advise and/or represent these entities in civil practice.

Course Tuition

The course fee is \$665, which includes admission and course materials. The first attendee from an office pays full tuition. Each additional attendee from the same office will receive a \$50 discount for this course. The College adheres to a policy of non-discrimination in admissions, scholarship awards and administration.

Cancellation and Refund Policy

Full refunds will be made for cancellations received by 5pm, ten (10) business days prior to the beginning of the course. Refunds, less \$60 for administrative fees, will be made for cancellations received after this date for all courses.

Late Registration Fee:

If you do not register *at least* 10 business days prior to the start of the course, you will be charged a late registration fee of \$60 in addition to regular tuition. This fee also applies to walk-in registrants.

Course Schedule

Registration begins the morning of Sunday, December 9. Classes begin that day and end on Thursday, December 13, around noon.

Accommodations

The course will be held at the **Arizona Golf Resort and Conference Center**. The group rate is \$115 single/double occupancy per night. To secure this group rate, make reservations by **November 8, 2007** by calling the hotel at 800-528-8282 or by calling CEM travel services at 800-247-8785; a first night's deposit is required.

Travel Services

NCDAs Travel Agency, CEM Travel Services, can take care of all of your travel needs. Call them at 800-247-8785 (Monday - Friday; 9am- 6pm Central). United Airlines is offering a discount rate for this course - refer to code 563WD if you prefer to make your own airline reservation! HERTZ offers special discounts for car rentals to the National College of District Attorneys - refer to NCDAs Corporate Discount (CDP) Number 1572962. AVIS also offers special discounts for car rentals to the National College of District Attorneys - refer to Avis Worldwide Discount (AWD) Number D150036.