

CITY OF RAPID CITY
TRAVEL REQUEST

LF081104-13

Person requesting travel Jason E. Green Department 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.)

69th Annual IMLA Conference - San Antonio, TX

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

Place of meeting or destination: San Antonio, TX

Date of meeting October 3-6, 2004

Date trip to begin October 2, 2004 Date trip will end October 6, 2004

Method of transportation requested airlines

Estimated transportation cost \$ 350.00

Meals 138.00

Lodging 4 days (200⁰⁰ per night) 900.00

Other costs—description registration (620⁰⁰) 720.00

miscellaneous - \$100

Total estimated cost of trip \$ 2,108.00

Signed [Signature] Date [Signature] Date 8-3-04
(person requesting travel) (Department Head)

When the cost of the trip will exceed \$500, regardless of the number of employees involved, 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, regardless of the number of employees involved, Council approval is required.

Approved by Common Council on _____ (Date)

White copy—Mayor

Yellow copy—Finance

Gold copy—Department copy

★ Conference Program ★

Saturday OCTOBER 2, 2004

Board of Directors Meeting
9:00 a.m. – 5:00 p.m.

Sunday OCTOBER 3, 2004

Registration & Exhibitors
8:00 a.m.–5:00 p.m.

**Institute for Local Government
Lawyers Faculty Breakfast**
8:00 a.m.–9:00 a.m.

Institute for Local Government Lawyers
9:00 a.m.–12:00 Noon

Separate registration, in advance, is required for this event.
(Lunch is included)

*Knowing Your Client: The Organizational Structure
of Cities; the City Charter; Dillon's Rule; Home Rule*

Paul Isham
City Attorney
Huntsville, Texas

Ordinance Drafting
Joseph N. de Raismes, III
City Attorney (Retired)
Boulder, Colorado

Municipal Finance—It Drives the System

J. Rita McNeil
Law Director
Cincinnati, Ohio

Dealing with the Press

DeWitt F. "Mac" McCarley
City Attorney
Charlotte, North Carolina

Institute for Local Government Lawyers
1:00 p.m.–4:00 p.m.

Fundamentals of Personnel Law for the Public Employer

Eunice Gibson
Law Lecturer
University of Wisconsin
Madison, Wisconsin

Public Records and Open Meetings—They're Watching Us

David Lawrence
Assistant Director
Institute of Government
University of North Carolina
Chapel Hill, North Carolina

Legal Research in a Panic and Writing a Tight Opinion

Robert W. Ritchie
Director, Municipal Law Unit
Office of the Attorney General
Springfield, Massachusetts

Herding Cats: Parliamentary Procedure and Government Boards

A. Fleming Bell, II
Professor of Public Law and Government
Institute of Government
University of North Carolina
Chapel Hill, North Carolina

**New IMLA Member and First Time Conference
Attendee Orientation Luncheon**

12:00 Noon—1:00 p.m.

All new IMLA members and first time conference attendees are invited to join the IMLA staff and Institute for Local Government Lawyers participants for a brown bag luncheon and orientation session. Advanced registration is requested.

IMLA WORKSHOPS

IMLA's Sunday Workshops are smaller forums that allow attendees to seek advice, exchange ideas, and discuss solutions to problems they are facing in their community. Workshop participants also review recent case law and the implications for local government law in each practice area. These sessions run 1-2 hours throughout the day.

**Transportation, Public Facilities
& Infrastructure Section
& Municipal Operations Section Workshop**

Adequate Public Facilities: It Really Works

Terry Adkins
City Attorney
Rochester, Minnesota
&
Robert Freilich
Freilich, Leitner & Carlisle
Kansas City, Missouri

★ Conference Program ★

Small Cities Workshop

The fourth in a series of programs developed by the Small Cities Task Force. A one-hour presentation, aimed particularly at small municipality (under 50,000 pop.) law offices. Practical advice on preventive maintenance and best research tools/Internet sources on telecommunications law. Hosted by the Municipal Contracts, Technology and Franchise Section.

Franchising Fundamentals

John Pestle

Varnum, Riddering, Schmidt & Howlett, LLP
Grand Rapids, Michigan

Land Development, Planning and Zoning Section Workshop

Litigation and Risk Management Section Workshop

Economic Development, Taxation and Finance Section Workshop

Personnel Section Workshop

Counties and Special Municipal Districts Workshop

Ethics Section Workshop

Associate Members Department Workshop

Join us for an interactive discussion on:

What In-House Counsel Look for in Successful RFPs

State League Counsel and Municipal Attorneys Association Department Workshop

Legislative Advocacy Committee Meeting

Mobile Land Use Workshop

1:00 p.m.—4:30 p.m.

Sponsored by the Land Development, Planning and Zoning Section and the Economic Development, Taxation and Finance Section

Advanced registration is required.

Welcoming Reception at La Villita

5:30 p.m.—8:00 p.m.

Monday **OCTOBER 4, 2004**

Registration & Exhibitors

8:00 a.m.—4:00 p.m.

Opening Ceremonies

8:00 a.m.—8:30 a.m.

Work Session I: Personnel Law for the Public Employer

8:30 a.m.—10:15 a.m.

Same Sex Sexual Harassment

Barbara L. Quirk

Law Office of William M. McKamie
San Antonio, Texas

Additional speakers and topics to be announced.

Work Session II: Bonds, Taxation and Securities Law 101—Understanding Municipal Finance

8:30 a.m.—10:15 a.m.

Providing a look at the basic issues every local government attorney needs to understand in order to work effectively with bond counsel and to advise the municipal client on finance matters.

Canadian Department Program

8:30 a.m.—12:15 p.m.

Following last year's first Canadian program, this year's Conference will again feature a full-day program devoted entirely to topics of interest to Canadian municipal lawyers. The program will consist of a series of speakers (including the 2004 Canadian Scholarship winner) plus a "round table" for participants to discuss issues of current or relevant developments in their own municipalities. Don't miss!

Work Session III: First Amendment—What Thomas Left Unanswered

10:30 a.m.—12:15 p.m.

Practical advice on training law enforcement personnel charged with supervising parades, drafting the necessary and proper ordinance and other related issues that arise as local governments seek to address parades, demonstrations, and other expressions of speech in the public property.

Work Session IV: Telecommunications Law Updates

10:30 a.m.—12:15 p.m.

★ Conference Program ★

*Telecommunications Safety Code
Violations: A Field Guide for Attorneys*

Jonathan L. Kramer
Kramer Firm, Inc.
Los Angeles, California

Cable Local Emergency Alert Systems

John Pestle
Varnum, Riddering, Schmidt & Howlett, LLP
Grand Rapids, Michigan

Additional speakers and topics to be announced:

Luncheon
12:15 p.m.—2:00 p.m.

Luncheon Speaker
Henry Cisneros
Chairman
American CityVista
San Antonio, Texas

**Work Session V: Homeland Security and Local
Government Responsibilities and Obligations**
2:00 p.m.—3:30 p.m.

Homeland Security: Land Use Planning and Real Estate
Dwight Merriam
Robinson & Cole LLP
Hartford, Connecticut

*Healthy Paranoia in America: Public Records and
Security Protocols Affecting Critical Infrastructure*
Rufus Young
Burke, Williams & Sorensen, LLP
San Diego, California

Additional speakers and topics to be announced.

**Work Session VI: Code Enforcement
& Civil Liabilities**
2:00 p.m.—3:30 p.m.

Understanding potential liability arising from code enforcement
and other criminal law procedures.

Large Population Centers Workshop
2:00 p.m.—4:00 p.m.

Co-Chairs: **Linda S. Kingsley**
Corporation Counsel
Rochester, New York
&
Merita Hopkins
Corporation Counsel
Boston, Massachusetts

Canadian Department Meeting
2:00 p.m.—4:45 p.m.

International Committee Meeting
3:45 p.m.—5:15 p.m.

**Barbeque Dinner / Dance at
Pedrotti's North Wind Ranch**
6:00 p.m.—10:00 p.m.

Tuesday OCTOBER 5, 2004

Registration & Exhibitors
8:00 a.m.—4:00 p.m.

Roundtable with the Experts
7:45 a.m.—8:45 a.m.

Burning Questions? Interesting War Stories? Experts will answer your
questions, share information, and comment on their experiences.

**Work Session VII: How (Not) to Commit
Malpractice with Your Computer**
9:00 a.m.—10:30 a.m.

This program addresses the fact that computers have made it possible
to commit malpractice virtually at the speed of light! This session
explores the pitfalls and traps that the unwary practitioner can
fall into using the latest technology tools. E-mail security, client
confidentiality issues, Internet use/abuse policies, protecting irreplace-
able client information from hardware and software catastrophes as
well as from hacker intrusion and damage from computer viruses.
This techno.ethics program is a must!

Ross L. Kodner, Esq.
Senior Legal Technologist/CEO
MicroLaw, Inc.
Milwaukee, Wisconsin

★ Conference Program ★

Work Session VIII: Environment Law for Local Governments 9:00 a.m.—10:30 a.m.

Emerging Contaminants and Their Impact
on America's Water Supply

Scott Summy
Baron & Budd, P.C.
Dallas, Texas

Defending Municipal Source Water Supplies

Brent Blackstock
McKinney & Stringer
Tulsa, Oklahoma

Additional speakers and topics to be announced

Work Session IX: The Municipal Lawyer: Predicting the Future of Legal Technology for 2004 and Beyond 10:45 a.m.—12:15 p.m.

This program is a survival guide for every lawyer in public or private practice...it explores the trends, the technology, the practice management directions you need to consider. From wireless and mobile technology to the intersection of law & technology in areas such as electronic discovery, HIPAA and privacy mandates, the state of alternative billing and why this is essential to consider now, purchasing the right equipment at the lowest prices, etc.

Ross L. Kodner, Esq.
Senior Legal Technologist/CEO
MicroLaw, Inc.
Milwaukee, Wisconsin

Work Session X: Inter-district Relationships 10:45 a.m.—12:15 p.m.

Awards & Fellows Luncheon 12:15 p.m.—2:00 p.m.

Work Session XI: Important Developments in Land Use Law 2:00 p.m.—3:45 p.m.

Eminent Domain—Public Use
Edward J. Sullivan
City Attorney
Tangent, Oregon

Additional speakers and topics to be announced.

Work Session XII: Hot Topics 2:00 p.m.—3:30 p.m.

A series of speakers discussing a diverse range of hot topics and issues of importance to local government law practice.

Meet the IMLA President and President-Elect: Member Drop-In 4:00 p.m.—5:00 p.m.

Your opportunity to meet and chat informally with IMLA President, **Garry E. Hunter**, Law Director, Athens, Ohio, and IMLA President-Elect, **Bruce Noble**, City Solicitor, Fredericton, New Brunswick, Canada.

Wednesday, OCTOBER 6, 2004

Registration & Exhibitors 8:00 a.m.—12:00 Noon

General Business Meeting 8:00 a.m.—9:00 a.m.

Work Session XIII: Client Relationships— How to Practice Municipal Law 9:00 a.m.—10:30 a.m.

This panel will provide practical advice for local government lawyers on managing a public law practice; establishing and maintain trust between the lawyer, the client and the public; understanding the sensitive nature of public clients, recognizing and handling potential conflicts of interest, and many other unique aspects of public law practice.

Work Session XIV: Gifts, Campaign Finance and Ethics for the Municipal Lawyer 10:45 a.m.—12:15 p.m.

Carla Miller
Ethics Officer
Jacksonville, Florida

John Steiner
Assistant City Attorney
Austin, Texas

Brad Jerbic
City Attorney
Las Vegas, Nevada

Helen Valkavich
Assistant City Attorney
San Antonio, Texas

Adjournment

Schedule subject to change