

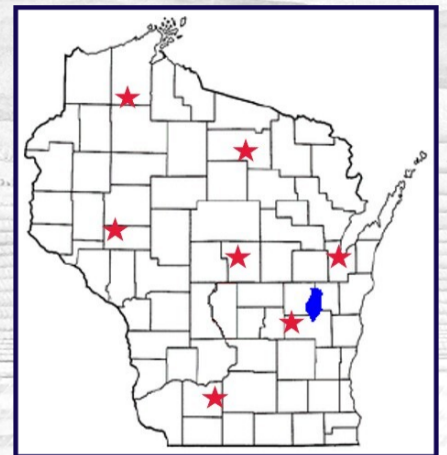
2022 FALL WORKSHOPS

Join us this September to learn about budgeting, levies, tax bills, revaluations, emergency preparedness, grant opportunities, and more!

9/12-9/15 - Webinar/Teleconference Presentations

9/19 - Stevens Point, Holiday Inn
9/20 - Barneveld, Deer Valley Lodge
9/21 - Eau Claire, Florian Gardens

9/26 - Cable, Lakewoods Resort
9/27 - Rhinelander, Cabaret Cove
9/28 - Green Bay, Rock Garden
9/29 - Ripon, Royal Ridges



All workshop registrants will also receive access to view recordings of the presentations. Register on the Wisconsin Towns Association website, wisctowns.com, or by mail.

2022 Fall Town & Village Workshops

PROGRAM DESCRIPTIONS

Legislative Update

Mike Koles and Atty. Joe Ruth, Wisconsin Towns Association

WTA staff will provide an update on recent legislative changes and an explanation of what those changes mean for your town or village. With a focus on the second half of the 2021-22 legislative session, this presentation will help town and village officials remain compliant with state law and leverage statutory changes into cost savings for local taxpayers.

Local Government Grant Funding Overview

Daniel Foth, Local Government Education / Jake Langenhahn, Wisconsin Towns Association

Securing a grant for a community project can make a huge difference for town/village finances, but many local government leaders don't know where to start when seeking funds. This session will answer many common grant questions. Presenters will discuss how to find grant programs and how to complete a successful grant application. We will also explore lessons learned from recent programs such as the American Rescue Plan Act and the Bipartisan Infrastructure Law.

Revaluation and the Property Tax System

Karl Green, Local Government Education

Better understand the process of revaluation and the interplay between property values and property tax rates. This session will illustrate how revaluations impact property taxes and provide a deeper understanding of the Wisconsin Property Tax System and all its moving parts.

Emergency Preparedness

Mike Ford, UW Oshkosh

Examine local government response to COVID-19 as a case study for improving emergency preparedness in Wisconsin. This session will review town, county, and state level emergency powers; data on how local government leaders used their powers during the COVID-19 pandemic; and uses and limits of intergovernmental cooperation during a public emergency.

Protecting Local Roads with Weight Limits

Ben Jordan, WI Transportation Information Center

Learn how roads support vehicle loads and how inadequate pavement thickness, poor drainage, and heavy loads can accelerate damage to roads. Review approaches to seasonal and year-round weight restrictions on local roads and bridges and discuss agricultural weight limits and local Ag CMV and IoH permitting authority.

Uniform Chart of Accounts and Form C/CT

Krisztina Dommer, Kerber Rose

This session will demonstrate how tying your town/village chart of accounts to Form C/CT and your budget saves time and provides better accuracy when reconciling your income, expense, and fund balance accounts on your annual Form C/CT submission to the Wisconsin Department of Revenue. Attendees will have the opportunity to break into small groups to gain experience with the chart of accounts and how to use it to develop a budget, as well as review a state aids register for grants and how it correlates to the requirements of Form C/CT.

Budget and Levy Adoption Procedures

Atty. Carol Nawrocki and Atty. Lara Carlson, Wisconsin Towns Association

This presentation will cover the requirements for holding your town or village's public hearing on your municipal budget and provide step-by-step explanations of the different procedures towns and villages may use to exceed their allowable levy limits. We will also review budget adoption and amendment procedures.

Municipal Levy Limit Worksheet Reporting

Andrea Newman Wilfong, Frank Bozich, and Sara Regenauer, WI Department of Revenue

This session will provide an overview of Wisconsin's levy limit law with a focus on reviewing key lines of the 2022 Municipal Levy Limit Worksheet (LLW). We strongly recommend accessing your 2022 LLLW in your MyDOR Government Account prior to this session. Those planning to attend in person should bring their LLW and other necessary materials with them, as there will be work time after the presentation is completed. DOR will be available to answer any of your questions.

Building Your Tax Bill / Tax Collection and Settlements

Tim McCumber, Town of Merrimac

First we'll examine who contributes to your local tax bill and how to calculate mill rates. Next we'll review best practices for tax collection and how to calculate your January settlement. Participants will walk through the steps to create a tax bill, using the levy limit worksheet information discussed in the other levy limit and budgeting sessions.

IN-PERSON WORKSHOP SCHEDULE

General Topics		Clerks and Treasurers	
7:45 - 8:00 a.m.	Registration	7:45 - 8:00 a.m.	Registration
8:00 - 9:00 a.m.	Legislative Update	8:00 - 9:00 a.m.	Uniform Chart of Accounts + Form C/CT
9:00 - 10:00 a.m.	Grants / ARPA / BIL	9:00 - 9:45 a.m.	Budget and Levy Adoption Procedures
10:00 - 10:15 a.m.	Break	9:45 - 10:00 a.m.	Break
10:15 - 11:00 a.m.	Grants / ARPA / BIL (cont.)	10:00 a.m. - 12:00 p.m.	Municipal Levy Limit Worksheet Reporting
11:00 a.m. - 12:00 p.m.	Revaluations	12:00 - 12:45 p.m.	Lunch
12:00 - 12:45 p.m.	Lunch	12:45 - 1:45 p.m.	Building Your Tax Bill
12:45 - 1:45 p.m.	Emergency Preparedness	1:45 - 2:00 p.m.	Break
1:45 - 2:00 p.m.	Break	2:00 - 3:00 p.m.	Tax Collection and Settlements
2:00 - 3:00 p.m.	Protecting Town Roads with Weight Limits	3:00 p.m.	Evaluations / Adjourn
3:00 p.m.	Evaluations / Adjourn		

LIVE TELECONFERENCE / WEBINAR SCHEDULE

Monday, 9/12	1:00 - 2:00 p.m.	Legislative Update
	2:00 - 3:00 p.m.	Uniform Chart of Accounts + Form C/CT
	3:00 - 3:15 p.m.	Break
	3:15 - 4:00 p.m.	Budget and Levy Adoption Procedures
Tuesday, 9/13	8:30 - 10:30 a.m.	Municipal Levy Limit Worksheet
	10:30 - 10:45 a.m.	Break
	10:45 a.m. - 11:45 a.m.	Revaluations
Wednesday, 9/14	1:00 - 2:00 p.m.	Protecting Town Roads with Weight Limits
	2:00 - 3:00 p.m.	Building Your Tax Bill
	3:00 - 3:15 p.m.	Break
	3:15 - 4:15 p.m.	Tax Collection and Settlements
Thursday, 9/15	8:30 - 10:15 a.m.	Grants / ARPA / BIL
	10:15 - 10:30 a.m.	Break
	10:30 - 11:30 a.m.	Emergency Preparedness

2022 FALL WORKSHOPS REGISTRATION FORM

All registrants (whether you attend an in-person workshop or virtual only) will receive a binder of printed materials, access to virtual programming, and access to recorded videos of each presentation. Registered attendees will receive an email, at the email address provided below, with information about how to participate in the virtual events via telephone/computer and how to access the recordings. **AN EMAIL IS REQUIRED FOR REGISTRATION.** If you plan to attend the virtual events via telephone, the phone number from which you will be calling is also required.

Name _____ Office _____
Town _____ County _____
Mailing Address _____
City/State _____ ZIP _____
Telephone (**REQUIRED for teleconference access**) _____
Email (**REQUIRED**) _____

I plan to attend the following workshop (please check one):

- ☐ Monday, September 19: Stevens Point, WI – Holiday Inn
- ☐ Tuesday, September 20: Barneveld, WI – Deer Valley
- ☐ Wednesday, September 21: Eau Claire, WI – Florian Gardens
- ☐ Monday, September 26: Cable, WI – Lakewoods Resort
- ☐ Tuesday, September 27: Rhinelander, WI – Cabaret Cove
- ☐ Wednesday, September 28: Green Bay, WI – Rock Garden
- ☐ Thursday, September 29: Ripon, WI – Royal Ridges
- ☐ Virtual Programming Only
- ☐ Materials Packet Only

FEE: \$70 – Early registration (**payment must be received at least 10 days in advance of the workshop date**)
\$85 – Late registrations and walk-in registrations
\$64 – Virtual programming only + binder of printed materials
\$30 – Materials only

Cancellations received 10 days or more in advance of the workshop date will receive a full refund less a \$15.00 administrative fee. Cancellations received less than 10 days in advance will be charged a \$15.00 administrative fee plus the cost of the meal. Refund requests submitted 30 or more days after the event will not be processed.

If you are or have recently felt ill or have been in contact with someone that is ill, please stay home. Contact the WTA office to either cancel your registration as explained above or change your registration to “Virtual Programming Only” and receive a refund of the difference in cost between in-person and virtual registration.

This form should be copied for multiple registrations. Make check payable to the Wisconsin Towns Association and mail along with registration forms to:

Wisconsin Towns Association; W7686 County Road MMM; Shawano, WI 54166.

IF YOU PLAN TO ATTEND VIRTUAL PROGRAMMING ONLY, please return registration forms and checks to the WTA office by Friday, September 2, 2022! Registrations received after that date may not receive printed materials or connection information prior to the live teleconference/webinar sessions.

Registration and payment may also be submitted online on the WTA website, www.wisctowns.com. Questions? Please email wtowns@wisctowns.com or call (715) 526-3157.