

**2018 Institute for Elected Municipal Officials Agenda  
January 19-21, 2018 Embassy Suites Orlando North**

**Friday, January 19, 2018**

- 8:00 a.m. - 8:30 a.m.           **Registration/Continental Breakfast**
- 8:30 a.m. - 9:00 a.m.           **Introduction and Overview**
- 9:00 a.m. - 12:00 p.m.       **Structure and Function of Municipal Government in Florida**  
Lynn Tipton, Director, FLC University, Florida League of Cities
- 10:15 a.m.                       **Refreshment Break**
- 12:00 p.m. -12:30 p.m.       **Public Officials' Liability**  
Ron Peters, Director of Risk Control, Florida League of Cities
- 12:30 p.m. - 1:30 p.m.       **Group Lunch**
- 1:30 p.m. – 5:00 p.m.       **Effective Council Techniques**  
Scott C. Paine, Ph.D., Director, Leadership Development & Education,  
FLC University, Florida League of Cities
- 3:00 p.m.                       **Refreshment Break**
- 5:00 p.m.                       **Adjourn for the day**

**Saturday, January 20, 2018**

- 7:30 a.m.                       **Continental Breakfast**
- 8:00 a.m. - 11:30 a.m.       **Taxes and Other Sources of Revenue**  
Michael Pleus, ICMA-CM, City Manager, City of DeLand
- 9:45 a.m.                       **Refreshment Break**
- 11:30 a.m. - 1:00 p.m.       **Lunch on your own**
- 1:00 p.m. - 5:00 p.m.       **Budgeting and Accounting**  
Bob Inzer, Consultant, Florida League of Cities
- 2:30 p.m.                       **Refreshment Break**
- 5:00 p.m.                       **Adjourn for the day**

**Sunday, January 21, 2018**

- 7:30 a.m.                       **Continental Breakfast**
- 8:00 a.m. – 9:45 a.m.       **Understanding Intergovernmental Relationships in Florida**  
Lynn Tipton, Director, FLC University, Florida League of Cities
- 9:45 a.m.                       **Refreshment Break**
- 10:00 a.m. - 12:00 p.m.   **Florida's Ethics Law**  
Jay Daigneault, Partner, Trask • Daigneault, LLP;  
Randy D. Mora, Attorney, Trask • Daigneault, LLP
- 12:00 p.m. - 1:00 p.m.       **Group Lunch**
- 1:00 p.m. - 3:00 p.m.       **How to Comply with Public Meetings and Public Records Laws**  
Jay Daigneault, Partner, Trask • Daigneault, LLP;  
Randy D. Mora, Attorney, Trask • Daigneault, LLP
- 3:00 p.m.                       **Program concludes**