



INSTITUTE FOR LOCAL OFFICIALS

KEY TRAINING FOR NEW & VETERAN OFFICIALS ALIKE

March 3-4, 2017
Omni Richmond
100 South 12th St., Richmond, VA 23219

PRELIMINARY AGENDA

Schedule is tentative and subject to change.

Friday, March 3

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| 11:30 a.m. – 12:30 p.m. | Lunch |
| 12:45 p.m. – 1:30 p.m. | Public Officials Liability |
| 1:30 p.m. – 2:15 p.m. | State and Local Government Conflict of Interests Act |
| 2:15 p.m. – 3 p.m. | Comprehensive Planning |
| 3:30 p.m. | Leave for Tour of Virginia State Capitol |
| 5:15 p.m. | Return from Tour |
| 6 p.m. – 6:30 p.m. | Reception |
| 6:30 p.m. – 8 p.m. | Dinner (with VML overview) |

Saturday, March 4

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| 8 a.m. – 9 a.m. | Breakfast |
| 9 a.m. – 9:45 a.m. | Freedom of Information Act |
| 10 a.m. – 10:45 a.m. | Basic Law Making/The Dillon Rule |
| 11 a.m. – 11:45 a.m. | Breakouts: Council/Manager Relations and Managing a Town Without a Manager |
| Noon – 12:45 p.m. | Lunch |
| 1 p.m. – 1:45 p.m. | Budgeting |
| 2 p.m. – 2:45 p.m. | The Governing Body at Work |

Adjourn by 3 p.m.