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March 8, 2001

To the Honorable Committee
on Finance & Personnel
Room 205 - City Hall

Dear Committee Members:

The 2001 Municipal Attorneys Institute of the League of Wisconsin Municipalities will be held June 13-15, 2001 in Delavan, Wisconsin. The 2001 Annual State Bar Seminar will be held May 2-4, 2001 in Lake Geneva, Wisconsin.

Both the State Bar and the Institute offer programs that assist those who practice municipal law. Continuing Legal Education credits are granted to attorneys attending these programs. I have attended both the Bar and the Institute in the past and found the programs to be informative and pertinent to the practice of law in the City Attorney's Office. Therefore, I believe it is in the best interests of the City to make these programs available to my staff.

In 2000, the Finance Committee authorized five attorneys to attend the Institute and four attorneys to attend the State Bar. This year, I am requesting that six attorneys be authorized to attend the State Bar, and that three attorneys be authorized to attend the Institute.

Listed below are the estimated costs for each seminar:

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STATE BAR

MUNICIPAL ATTORNEYS INSTITUTE

Lodging (2 nights)	258.00	Lodging (2 nights)	208.00
Travel (130 miles)	28.13	Travel (56 miles)	12.12
Per Diem (3 days)	150.00	Per Diem (3 days)	150.00
Total per attorney	436.13	Total per attorney	370.12
Total for 6 attorneys	2616.78	Total for 3 attorneys	1110.36

Please note that any registration fees for both seminars will be paid out of each attorney's tuition benefit account.

Very truly yours,



GRANT E. LANGLEY
City Attorney

GFL:lmb/38472