



*Municipal training...
because informed officials
make better decisions.*

Municipal Fundamentals Seminar

Friday, May 21, 2021

GoToMeeting Platform

Registration Link: <https://tinyurl.com/CHEMuniFund052121>

For City Officials (elected, staff, volunteers), Council, Attorneys, Managers, Planners,
Department Heads, Secretaries, Clerks and Commissioners

Friday's Agenda

8:00 am—8:35 am	Enter Into Meeting/Welcome Sheila Bojorquez, City Hall Essentials
8:35 am—9:35 am	Parliamentary Procedure Mary Lynne Strata, City of Bryan
9:35 am—10:35 am	Open Meetings Cristian Rosas-Grillet, Bojorquez Law Firm
10:35 am—10:50 am	<i>Break</i>
10:50 am—11:50 am	Open Records Erin Higginbotham, Bojorquez Law Firm
11:50 am—12:15 pm	<i>Break/Grab Your Lunch</i>
12:15 pm—1:00 pm	Tips for Newly Electeds Connie Schroeder, Mayor of Bastrop
1:00 pm—1:45 pm	Better Meetings Alan Bojorquez, Bojorquez Law Firm
1:45 pm—2:45 pm	ABCs of the Budget Process TBD
2:45 pm—3:00 pm	<i>Break</i>
3:00 pm—3:45 pm	Ordinances v. Resolutions v. Proclamations Kirk Franklin, Franklin Legal Publishing
3:45 pm—4:30 pm	Social Media Lora-Marie Bernard, MuniMedia

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