



Masser, Michelle

From: Lashway, Lisa
Sent: Tuesday, December 20, 2011 2:36 PM
To: Masser, Michelle; Quinn, Tim; Maniscalco, Sherry; Barsanti, Rose
Subject: FW: Professional Development Seminars: Budget Updates
Attachments: Budget agenda.doc; Registration-Form-2 3 and 2 15.doc

Lisa Lashway
Township Clerk
Township of Mount Olive
P.O. Box 450
Budd Lake, NJ 07828
973-691-0900 Ext. 7290

-----Original Message-----

From: egg@dca.state.nj.us [mailto:egg@dca.state.nj.us]
Sent: Tuesday, December 20, 2011 2:09 PM
To: Lashway, Lisa
Subject: Professional Development Seminars: Budget Updates

Dear Local Official:

The New Jersey State League of Municipalities is hosting a seminar on Budget Updates at these two locations:

February 3, 2012, Robert Meyner Reception Center, At PNC Bank Arts Center, Holmdel, NJ February 15, 2012, Conference Center at Mercer, 1200 Old Trenton Rd, West Windsor, NJ 08550.

Both sessions will be held from 9:00 am to 12:30 pm.

At this seminar, attendees will:

- Review recent Division of Local Government Local Finance Notices and review recent policies and regulations.
- Get an update on CY 2012 budget issues and any legislation that may affect them
- Understand the current requirements about, and how the levy cap works
- Review current issues affecting finance officers

Speakers include: Marc H. Pfeiffer, Deputy Director DLGS, and Christine Zapicchi, Bureau Chief, DLGS

CEU's have been approved for: CMFO 4.0 BUD; CPWM 2.0 GOVT, 2.0 BUD; RMC 4.0 FIN; CRP 3.0; RPPO/RPPS 4.0; CPA 4.0 FIN; CLE 4.0 MUN

REGISTRATION FEE: Member Rate: \$55.00 Non-Member: \$75.00

Member rate applies to: Municipalities, State, County, and Municipal Utilities & Authorities.

To register:

Visit www.njslom.org and click on Seminars and Events, Select Calendar of Events, Go to the date you are attending

Download registration form, complete and fax it with your voucher to (609) 695-0151

Questions about registering - contact Suzanne Delany SDelany@njslom.com or 609-695-3481 ext. 111

THIS E-MAIL HAS BEEN SENT TO THE FOLLOWING OFFICIALS: MUNICIPAL CLERK, Chief Financial Officer / County Freeholder Board Clerk, Chief Financial Officer

League Professional Development Seminar
"Budget Updates"

The sessions are identical. Register for only one of these programs.

February 3, 2012

9:00A.M.-12:30P.M.

Robert Meyner Reception Center Or

At PNC Bank Arts Center

Holmdel, NJ

February 15, 2012

9:00a.m.-12:30p.m.

Conference Center at Mercer

1200 Old Trenton Rd

West Windsor, NJ 08550

At this seminar, attendees will:

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Schedule

8:30a.m. -9:00a.m. Registration, networking and continental breakfast

9:00am-10:15a.m.-Seminar Topics and Discussion

10:15a.m.-10:30p.m.-Networking Break

10:30am-12:30p.m.-Seminar Topics and Discussion

Presenters:

Marc H. Pfeiffer, Deputy Director, Division of Local Government Services

Christine Zopicchi, Bureau Chief, Division of Local Government Services

REGISTRATION FEE: Member Rate: \$55.00* Non-Member: \$75.00

*Member rate applies to: Municipalities, State, County, and Municipal Utilities & Authorities.

To register:

-Visit www.njslom.org and click on *Services*

-Select *Calendar of Events*, Go to the date you are attending

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Questions about registering – contact Suzanne Delany SDelany@njslom.com or

609-695-3481 extn 111

**CEUs : CMFO 4.0 BUD,; CPWM 2.0 GOVT, 2.0 BUD; RMC 4.0 FIN; CRP 3.0; RPPO/RPPS 4.0;
CPA 4.0 FIN;CLE 4.0 MUN**

REGISTRATION, INVOICE & VOUCHER CERTIFICATION FORM

PROFESSIONAL DEVELOPMENT SEMINAR:

Budget Updates

CIRCLE ONE SESSION YOU WILL BE ATTENDING

**February 3, 2012
9:00A.M.-12:30P.M.
Robert Meyner Reception Center
At PNC Bank Arts Center
Holmdel, NJ**

Or

**February 15, 2012
9:00a.m.-12:30p.m.
Conference Center at Mercer
1200 Old Trenton Rd
West Windsor, NJ 08550**

REGISTRATION FEE: \$55.00 Member \$75.00 Non-Member

Returning a copy of this completed form insures you a reservation at the above seminar. Just send us this form with or without a check. No need to send us your voucher for a separate signature because **this form has been approved by the Local Finance Board and meets the requirements for certification of performance of service. HOWEVER, A PURCHASE ORDER NUMBER IS REQUIRED TO PROCESS THIS REGISTRATION FORM.**

Cancellation Policy: Cancellations will be accepted until 4:00 p.m., (3) business days prior to an event. Cancellations must be in writing. You may substitute attendees, if necessary. After the cancellation deadline, there are no refunds.

VENDOR			
<u>CLAIMANT'S CERTIFICATION AND DECLARATION</u>			
<p>I do solemnly declare and certify under the penalties of the Law that the bill/invoice statement is correct in all its particulars; that the materials have been furnished or services rendered as stated herein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.</p>			
1/01/11	21-6000935	<i>William J. Donnelly</i>	Executive Director
Date	Federal I.D. #	Signature	Official Position
CERTIFICATION BY RECEIVING AGENCY		CERTIFICATION BY APPROVAL OFFICIAL	
<p>I, having knowledge of the facts, certify and declare that the materials have been received or the services rendered and are in compliance with the specifications or other requirements, and said certification is based on signed delivery slips or other reasonable procedures, or verifiable information.</p>		<p>I certify and declare that this bill/invoice statement is correct, and that sufficient funds are available to satisfy this claim. The payment shall be chargeable to: <u>If PO is REQUIRED, THEN THE PO# MUST BE NOTED!</u></p>	
<p>Signature _____</p> <p>Title _____</p>		<p>Appropriation Account(s) Charged _____ P.O. # - MANDATORY</p> <p>Amount(s): \$ _____</p> <p>Signature _____ Date _____</p> <p>Title (CFO, Finance Director) _____</p>	

SEMINAR REGISTRATION (Please fill in all of the below information)

	Name of Seminar Registrant	Title	E-Mail Address	Municipal Phone #	In Case of Emergency Contact Phone #
1)					
2)					
3)					
4)					
5)					

Contact Person: _____
Municipality: _____
Address: _____ City: _____ St: _____ Zip: _____

PLEASE NOTIFY US IF YOU
DESIRE ANY SPECIAL
COMMUNICATION
EQUIPMENT OR SERVICES

MAKE CHECKS PAYABLE TO:

New Jersey State League of Municipalities Phone: (609) 695-3481 xtn 111
222 West State Street - Trenton, NJ 08608 Fax: (609) 695-0151

DIRECTIONS TO SEMINAR LOCATIONS:

ROBERT B. MEYNER RECEPTION CENTER AT PNC BANK ARTS CENTER· 732-264-3355

From Northern New Jersey, New York:

Take New Jersey Turnpike South to Exit 11, then Garden State Parkway South to Exit 116.

From Trenton, Pennsylvania and Western New Jersey:

Take Route 1 North to Interstate 195 East, then Garden State Parkway North to Exit 116.

From Central New Jersey:

Take the New Jersey Turnpike North. Take exit 7A to Interstate 195 East, then Garden State Parkway North to Exit 116.

From South Jersey, Atlantic City:

Take Garden State Parkway North to Exit 116. (PNC Bank Arts Center). Follow the blue signs to the Reception Center.

DIRECTIONS: THE CONFERENCE CENTER AT MERCER COMMUNITY COLLEGE
1200 Old Trenton Road , West Windsor, NJ 08550

From North or South via US 1

- Exit onto Quakerbridge Road, South 533
- After two miles, left onto Hughes Drive
- Follow Hughes Drive past Mercer County Park entrance
- Campus entrance is on left

From North or South via Interstate 95/295

- Take Interstate 95 (which becomes Interstate 295) to Exit 65A, Sloan Ave. E.
- East on Sloan Ave. (becomes Flock Rd.) to end (Edinburg Rd.)
- Left onto Edinburg Rd. to campus entrance (jughandle right)

From North via NJ Turnpike

- NJ Turnpike Exit 8.
- Follow signs onto Rt. 133 West (the new bypass) toward Princeton.
- Take Rt. 133 West to the end exit immediately onto Rt. 571 West.
- Move immediately to the far left turning lane and turn left on to Rt. 535/Old Trenton Road.
- Follow Rt. 535/Old Trenton Road for approximately 5 miles.
- The College and Conference center are on the right.

From South via NJ Turnpike

- Turnpike Exit 7A (Interstate 195)
- West on I-195 to Exit 5B (first exit off I-195)
- North on NJ 130 to second light - make left onto Robbinsville Allentown Road (526W)
- Go through traffic light and make immediate right onto Robbinsville Edinburg Road (526W)
- At the end of (526W), make left onto Old Trenton Road (535)
- Follow (535) for two miles to campus entrance on right, after Mercer County Park

From East

- Take Rt. 33 West and follow until you see signs for Rt. 133 West (the new bypass route).
- Make a right turn onto Rt. 133 West.
- Take Rt 133 to the end and exit immediately onto Rt. 571 West.
- Move immediately to the far left turning lane and turn left on to Rt. 535/Old Trenton Road.
- Follow Rt. 535/Old Trenton Road for approximately 5 miles.
- The College and Conference center are on the right.

AREA MAP:

