

# 2018 MUNICIPAL UTILITY OFFICIAL TRAINING

**EFFECTIVE APRIL 12, 2017**, Tennessee law mandates that *all* members of municipal utility boards governing water and wastewater systems *must* obtain a minimum of 12 hours of training within the first year of initial election/appointment or re-election/re-appointment. Thereafter, members must obtain 12 hours of continuing education and training every three years. Failure to obtain the required training may result in sanctions imposed by the Water and Wastewater Financing Board.

TAUD's Municipal Utility Official Training sessions meet the training requirements per the State Comptroller's office. Session topics may include:

**Understanding Your Audit & Top Audit Findings · Financial Oversight · Ethics & Fiduciary Responsibilities · Identity Theft · Rate Setting · Succession Planning · Internal Controls · Open Records & Open Meetings · Budgeting & Capital Planning · Customer Communications · Legal & Regulatory Update · Safe Drinking Water Act/Clean Water Act · Governing Board Roles & Responsibilities for Water & Wastewater Systems · Oversight by the Water & Wastewater Financing Board**

## WHEN

December 18-19, 2018  
3:00pm - 9:00pm

## WHERE

Winchester Utilities  
219 2nd Ave NW  
Winchester, TN 37398

## MEMBER PRICING

1 Session (6 hrs.) \$180  
2 Sessions (12 hrs.) \$360

## NON-MEMBER PRICING

1 Session (6 hrs.) \$360  
2 Sessions (12 hrs.) \$720

## QUESTIONS?

Contact Melanie Sain:  
(615) 896-9022  
melaniesain@taud.org

## MUNICIPAL UTILITY OFFICIAL TRAINING | WINCHESTER, TN | DECEMBER 18 & 19, 2018

I/We plan to attend:  Dec. 18<sup>th</sup>  Dec. 19<sup>th</sup>

UTILITY \_\_\_\_\_

REGISTRANT 1 \_\_\_\_\_ REGISTRANT 2 \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_

UTILITY PHONE (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ UTILITY E-MAIL \_\_\_\_\_

Please make checks payable to TAUD. If preferred, you may use your Master Card, American Express, Discover or Visa. *Only provide your credit card information on forms that are to be direct mailed or faxed. We cannot accept credit card information via email, including attachments.*

CREDIT CARD NUMBER \_\_\_\_\_ EXP. DATE \_\_\_\_\_ TOTAL DUE \_\_\_\_\_

CARD HOLDER NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_

RECEIPT NEEDED?  YES  NO E-MAIL RECEIPT TO \_\_\_\_\_



### SEND FORM & PAYMENT INFORMATION TO:

TAUD | PO Box 2529 | Murfreesboro, TN 37133  
FAX (615) 898-8283