





# GENERAL INFORMATION

## SCRAMBLE GOLF TOURNAMENT

**Tuesday, September 12, 2017**

The Canyons at Blackjack Ridge  
1801 N. McKinley Ave., Sand Springs, OK 74063

**Registration:** 8:00 – 8:45 a.m.

**Shotgun Start:** 9:00 a.m.

**Lunch & Prizes:** 1:00 p.m.

Regardless of your abilities as a golfer, you will enjoy the OML Annual Scramble Golf Tournament at The Canyons in Sand Springs. We are limited to 144 players, so sign up soon if you plan to participate. Please see the registration form included in this brochure to register. Golf registrations are due by Friday, September 8.

## THE EXPOSITION

### FREE TO BROWSE

The Exposition is your “one-stop municipal shopping center” for information on diverse services and products, including: computer software, engineering services, management consulting services, office furniture, street maintenance equipment, pipeline reconstruction, waste disposal, environmental testing facilities, retirement plans and much, much more.



## Wednesday Highlights

### CONCURRENT SESSIONS

Convention Center: Sessions from 1:00 p.m. - 4:50 p.m.

- Stability Test & Council Handbook
- Body Worn Cameras
- Active Shooter
- Municipal Operations
- Social Media
- Economic Development
- Main Street
- ... and many more!

### SPECIAL EVENTS

Opening General Session with Keynote Speaker, Jim Stovall  
Gift Basket Raffle in the Exhibit Hall  
Welcome Reception in the Exhibit Hall  
Hospitality Event (more info to come)

## OKLAHOMANS HELPING OKLAHOMANS - FOOD BANK FUNDRAISER

We're holding our fourth annual fundraiser to benefit the Community Food Bank of Eastern Oklahoma. Please bring a basket of items unique to your community and anything else you think others might enjoy. The minimum value of each basket should be \$50. Bidding will begin Wednesday, September 13 at 5:00 p.m. and end on Thursday, September 14 at 11:30 a.m. Winners will be announced from 12:30 to 1:30 p.m. on Thursday. You must be present to win!

## MUNICIPAL BOOTHS

You are encouraged to participate in the Exposition. We offer a greatly reduced booth fee to those municipalities who would like to set up a display. Show off what you're doing in your community that saves money and provides better service to your citizens.

<http://omlconference.webs.com/city-and-town-exhibitors>

## Thursday Highlights

### CONCURRENT SESSIONS

Convention Center: Sessions from 1:45 p.m. - 4:00 p.m.

- COGS - What are they and what do they do for you?
- ADA Playgrounds & Splashpads
- Municipality Safety Coordination
- County/City Partnerships
- Grant Writing
- Cybersecurity
- ... and many more!

### SPECIAL EVENTS

Opening General Session with Keynote Speaker  
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Annual Business Meeting & Awards Breakfast  
Lunch and Prizes in the Exhibit Hall  
Reception, Hall of Fame Induction,  
Banquet and Entertainment

## HOTEL

**DOUBLETREE HOTEL:** Our headquarters hotel is the DoubleTree Downtown, 616 W. 7th, Tulsa, (918) 587-8000, \$115 single/double. The cut off for our block of rooms at the DoubleTree is **August 21, 2017**.

After the cut off date, rooms may not be available at the conference rate.

In order to pay with a purchase order, you must submit it at the time you make your room reservation. You can only guarantee your room for late arrival with a major credit card or cash deposit.



## PARKING

For those of you who will be driving in from the Tulsa metro area and not staying at one of the hotels, the Civic Center parkade is conveniently located north of the Cox Business Center on 3rd Street, between Houston and Denver, and is connected to the Convention Center through a covered walkway. Parking is currently \$10 per car, per day, per in and out. The parkade is owned and operated by American Parking and has 1,395 spaces. There are 10,000 parking spots within a short 10-minute walk!

## CERTIFIED MUNICIPAL OFFICIALS (CMO)

Municipal officials and employees need a tremendous amount of knowledge to run a municipality. The Oklahoma Municipal League established the Certified Municipal Official Program to recognize those municipal officials who seek to become more informed so that they can better serve their communities as well as municipal government as a whole.

At the conference, those working toward the CMO designation can earn one hour of credit for each hour of classwork attended. For further information on this program or to obtain an enrollment form, please contact Cheryl Adams at 1-800-324-6651, 405-528-7515 or [cadams@oml.org](mailto:cadams@oml.org).

## YOUTH LEADERSHIP

Who will lead our cities and towns in the future? Develop the leaders of tomorrow by including them in the process today! You are encouraged to invite student leaders from your local high school or college to attend the conference as your guest and learn more about the issues that municipal officials face every day. Their participation now could lead to enlightened citizens of the future who will solve many of the issues that our communities are facing today. *Students will pay only for meals.*



## ATTENTION MAYORS

If you are planning to attend the Mayors Council of Oklahoma (MCO) breakfast on Wednesday, September 13, please note that there is a separate registration and charge for that breakfast.

## ATTENTION CITY MANAGERS

If you are planning to attend the City Management Association of Oklahoma (CMAO) breakfast on Wednesday, September 13, please note that there is a separate registration and charge for that breakfast.

## GENERAL INFORMATION

### ANNUAL BUSINESS MEETING & AWARDS BREAKFAST

**Thursday, September 14, 2017**

7:30–9:00 a.m.

Doubletree Hotel

During the Annual Business meeting on Thursday morning, voting delegates will elect the 2017 - 2018 slate of officers and directors and adopt the legislative agenda for the coming year. Each OML member municipality is entitled to one vote during the business meeting. The mayor or his designee is the voting delegate and one additional person must be designated as the alternate voting delegate. Please indicate on the registration form who the selected individuals are by checking the appropriate boxes.

After the business meeting, municipal officials who have made outstanding contributions to municipal government in Oklahoma will be recognized. Awards presented during this annual event are:

- ☞ Certified Municipal Official Graduates
- ☞ Innovations Showcase Awards
- ☞ MCTFOA Member of the Year Award
- ☞ Gerald Wilkins Award

*Have you nominated a worthy individual for any of these awards? Or submitted an entry for the Innovations Showcase awards? There's still time! Call Missy Dean, 1-800-324-6651 or 405-528-7515, for information and nomination or entry forms or visit [www.oml.org](http://www.oml.org).*

### INNOVATIONS AWARD

Has your city or town found a unique way to address a need or solve an issue in your community; saved the taxpayers' dollars; found an innovative way to use citizen volunteers; kept a program going through innovative means despite federal/state funding cuts; or displayed a true intergovernmental approach to a regional issue? Then we want to hear about it! For information on submitting an entry, check out our conference website at <http://www.omlconference.webs.com/>.



### RECEPTION, HALL OF FAME INDUCTION & BANQUET

**Thursday, September 14, 2017**

5:30 – 9:00 p.m.

DoubleTree Hotel

Join us Thursday evening for the 2017 induction into the Hall of Fame for City and Town Officials. We will also award the 2017 MCO Mayors of the Year and the Don Rider Award during the banquet.

## HERE'S THE KEY TO FILLING OUT THE REGISTRATION FORM

1. Complete all portions of the form. One form per registrant. PRINT OR TYPE ALL INFORMATION. Mail to: OML, 201 N.E. 23rd Street, Oklahoma City, OK 73105. A check payable to OML, purchase order authorization or credit card number for registration fees MUST be received with the form to be registered.
2. PRINT OR TYPE ALL INFORMATION. Your name and municipality or organization will appear EXACTLY as you have indicated on this form.
3. Please copy for your files and return one copy to OML.
4. Use the 24-hour FAX (405)528-7560 to register with purchase order information. **If faxing registration, please DO NOT MAIL the original form.**
5. You will receive an e-mail confirmation of your registration prior to the conference.

## ADVANCE REGISTRATION

Pre-register for the conference and save! Register as a group prior to August 28 and receive discounts for multiple registrations. You can still pre-register through Tuesday, September 5, you just won't be eligible for the early-bird registration fee for multiple registrants. After Tuesday, September 5, please plan to register onsite at the conference registration booth in the Exhibit Hall at the Cox Business Center. **Please note that registration fees after September 5 and onsite will be higher.** Walk-ins are always welcome.

## ON-SITE REGISTRATION

Registration will be available in the Exhibit Hall at the Cox Business Center 12:00 – 5:00 p.m. on Tuesday, September 12; 8:00 a.m. – 5:00 p.m. on Wednesday, September 13 and 8:30 a.m. – 2:00 p.m. on Thursday, September 14.

## BADGE

You can pick up your badge and registration materials at the conference registration booth during registration times which are listed in the paragraph above. **Badges must be worn at all times. They are your admittance to sessions and all other functions.**

## WHAT THE REGISTRATION FEE INCLUDES

- **FULL REGISTRATION:** Includes Wednesday sessions, lunch and reception; Thursday breakfast, sessions, lunch and banquet. Does not include Preconference Workshop, Golf Tournament, OAMA Fall Workshop, MCO or CMAO Wednesday breakfasts.
- **ADVANCED GROUP MEMBER REGISTRATION DISCOUNT:** This promotion applies to municipal officials only and only when the officials register **AS A GROUP**. Registrants will receive the same package benefits as full registrants. (Example: 1st registrant = \$275; 2nd – 5th = \$230 each; 6th+ = \$215 each.) **Registrations must be received by Monday, August 28, to take advantage of the discount. After August 28, the discount no longer applies.**
- **WEDNESDAY CONFERENCE REGISTRATION:** Includes sessions, lunch and exhibit hall reception.
- **THURSDAY CONFERENCE REGISTRATION:** Includes awards breakfast, sessions, lunch, reception & banquet.
- **HALF-DAY CONFERENCE REGISTRATION:** Includes morning **OR** afternoon sessions only. Lunch is the only meal included.
- **SPOUSE / GUEST REGISTRATION:** Includes Wednesday lunch and reception; Thursday breakfast, lunch and reception & banquet. The fee also includes attendance to all sessions.

**PLEASE NOTE:** *If you are a municipal official or a city/town employee and plan on attending sessions and meal functions, you will be expected to pay a full delegate registration fee. Meal ticket prices are intended for those who plan to attend the meal functions only. Spouse/guest registration is for spouses and guests only, not for municipal officials and employees.*

## CANCELLATION POLICY

Because of requirements for advance attendance guarantees for meal functions, cancellations must be received **IN WRITING** at OML offices by September 1 at 5:00 p.m. to entitle registrants to a full refund of fees. Cancellations received after that date and before September 8 will receive only a 50% refund. No cancellations will be honored after September 8.

# 2017 ANNUAL CONFERENCE & EXPOSITION REGISTRATION FORM

**DELEGATE REGISTRATION:** (Name will appear on badge exactly as given below. Please type or print clearly.)

Name: \_\_\_\_\_ Title/Position: \_\_\_\_\_

Municipality / Organization: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Please check all that apply:  OML Voting Delegate  OML Alternate Voting Delegate (must be the mayor or the mayor's designee)

First-Time Attendee

**GUEST REGISTRATION:** (Municipal officials and staff are not eligible for guest registration fees. Fee includes meal tickets.)

Name: \_\_\_\_\_

Invoice municipality/organization for guest registration:  Yes  No

**If no, please provide billing information below:**

Billing Address: \_\_\_\_\_

City/Organization \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

<b>REGULAR REGISTRATION FEES:</b>	<b>By 8/28/17</b>	<b>After 8/28/17</b>	<b>Subtotals</b>
<input type="checkbox"/> Member Full Registration (does not include MCO & CMAO breakfasts)	\$275.00	\$350.00	\$
<input type="checkbox"/> Members Advanced Group Discount – Full Package (by 8/28/17) <i>First registrant must be at full price. Does not include MCO &amp; CMAO breakfasts.</i>			\$
<input type="checkbox"/> 1st registrant @ \$275	\$275.00	\$350.00	\$
<input type="checkbox"/> 2 – 5 @ \$230 each	\$230.00	\$350.00	\$
<input type="checkbox"/> 6+ @ \$215 each	\$215.00	\$350.00	\$
<input type="checkbox"/> Non-member Full Registration	\$400.00	\$450.00	\$
<input type="checkbox"/> Member One-Day Registration: <input type="checkbox"/> Weds. <input type="checkbox"/> Thurs.	\$175.00	\$225.00	\$
<input type="checkbox"/> Non-member One-Day Registration: <input type="checkbox"/> Weds. <input type="checkbox"/> Thurs.	\$225.00	\$275.00	\$
<input type="checkbox"/> Member Half-Day Registration: <input type="checkbox"/> Weds. <input type="checkbox"/> Thurs.	\$125.00	\$175.00	\$
<input type="checkbox"/> Non-member Half-Day Registration: <input type="checkbox"/> Weds. <input type="checkbox"/> Thurs.	\$150.00	\$200.00	\$
<input type="checkbox"/> Spouse / Guest Registration	\$150.00	\$200.00	\$

<b>SPECIAL EVENT MEAL TICKETS:</b>	<b>Date</b>	<b># of Tickets</b>	<b>Price Each</b>	<b>Subtotals</b>
Weds. Mayors Breakfast (special event, not included in registration fee)	Sept. 13		\$30	\$
Weds. City Managers Breakfast (special event, not included in registration fee)	Sept. 13		\$30	\$

<b>EXTRA MEAL TICKETS:</b>	<b>Date</b>	<b># of Tickets</b>	<b>Price Each</b>	<b>Subtotals</b>
Weds. Exhibit Hall Lunch / MESO Awards Lunch	Sept. 13		\$25	\$
Weds. Reception in the Exhibit Hall	Sept. 13		\$30	\$
Thurs. Business Mtg. & Awards Breakfast	Sept. 14		\$25	\$
Thurs. Exhibit Hall Lunch	Sept. 14		\$25	\$
Thurs. Reception, Banquet & Hall of Fame Induction Ceremony	Sept. 14		\$45	\$

**PAYMENT PROCESSING:** **TOTAL AMOUNT DUE: \$** \_\_\_\_\_

Please Bill Us, Purchase Order # \_\_\_\_\_  Check Enclosed  Visa  Master Card  American Express (PayPal Only)

Credit Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_ Security Code \_\_\_\_\_

Signature \_\_\_\_\_ E-Mail for Receipt \_\_\_\_\_

Please complete and return to OML, 201 N.E. 23rd Street, Oklahoma City, OK 73105 or fax to 405-528-7560.

Please duplicate for multiple registrants. You may also register online at [www.oml.org](http://www.oml.org).

**PLEASE RETURN A SIGNED COPY NO LATER THAN SEPTEMBER 8, 2017.**

**Oklahoma Municipal League  
27th ANNUAL SCRAMBLE  
GOLF TOURNAMENT**



**Tuesday, September 12, 2017  
Canyon Park at Blackjack Ridge  
1801 N. McKinley Avenue, Sand Springs, OK 74063**

**TIME: Registration:** 8:00 – 8:45 a.m. / **Shotgun Start:** 9:00 a.m. / **Lunch & Prizes:** 1:00 p.m.

**ELIGIBILITY:** Anyone registered for the OML Annual Conference is eligible to play in the tournament. Vendors who are exhibiting in the Exposition are also welcome to participate.

**SCORING & PRIZES:** The format is a four-person scramble. There will be gift certificates for first, second and third place winners as well as for the longest drive and closest to the pin.

**ENTRY FEE:** \$65 per person. Entry fee covers green fees, one-half cart, lunch and prizes. **Please return this form for your team or individual with check made payable to OML no later than September 8, 2017.**

**LUNCH:** Lunch will be served following the tournament at which time winners will be announced and prizes will be awarded.

*You are encouraged to invite your house or senate member to be your guest and play in the tournament. For details on the tournament and/or inviting your legislator, call Missy Dean at OML, 1-800-324-6651 or 405-528-7515 or e-mail missy@oml.org.*

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**Return a completed copy of this form by September 8, 2017 to:**

**Oklahoma Municipal League, 201 N.E. 23rd Street, Oklahoma City, OK 73105-3199 or fax to 405-528-7560.**

**LIMITED TO 144 PLAYERS—FIRST COME, FIRST SERVED**

Name: \_\_\_\_\_  
Municipality or Organization: \_\_\_\_\_  
Street Address or P.O. Box, City/Town, State & Zip: \_\_\_\_\_  
Contacts: Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Payment enclosed for: \_\_\_\_\_ Please include in my foursome:  
 1. \_\_\_\_\_ Handicap or Average Score \_\_\_\_\_  
 2. \_\_\_\_\_ Handicap or Average Score \_\_\_\_\_  
 3. \_\_\_\_\_ Handicap or Average Score \_\_\_\_\_  
 4. \_\_\_\_\_ Handicap or Average Score \_\_\_\_\_

**PAYMENT PROCESSING:**

Total Amount Due: \$ \_\_\_\_\_  Check Enclosed # \_\_\_\_\_  Master Card  Visa  AMEX  
Name (as it appears on your card): \_\_\_\_\_  
Card No.: \_\_\_\_\_ Exp. Date (Month/Year): \_\_\_\_\_ Security Code: \_\_\_\_\_  
(The security code on a Visa or Mastercard is the 3 digit code on the back; For an AMEX it's the 4 digit code on the front)  
Credit Card Billing Address / Zip Code: \_\_\_\_\_  
Signature: \_\_\_\_\_ Email for Receipt: \_\_\_\_\_

**ATTENTION — WANT TO BE A SPONSOR?  Yes  No**

*If yes, company name, contact name & phone number:* \_\_\_\_\_