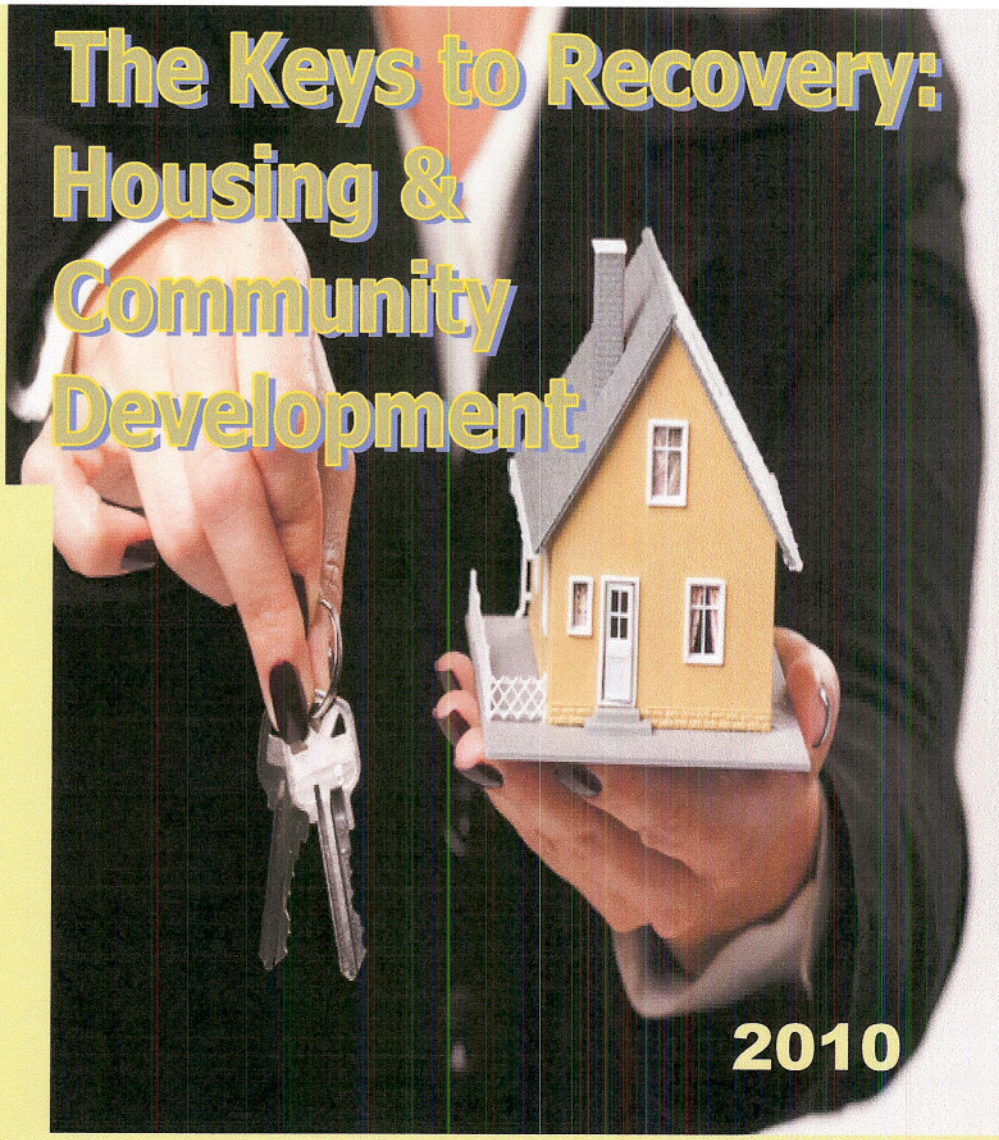
MINNESOTA

NAHRO

Minnesota Chapter of the National Association of Housing and Redevelopment Officials



SPRING CONFERENCE TRAINING & EXHIBITION

Spring Conference, Training & Exhibition
Madden's Resort, Brainerd, Minnesota
May 26 - 28, 2010

MINNESOTA
NAHRO

Spring Conference, Training & Exhibition

Madden's Resort
Brainerd, Minnesota
May 26-28, 2010

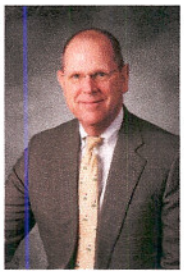
Conference Features

Eight Specialized Tracks:

CR&D Community Revitalization & Development
PD Professional Development
PH Public Housing
S8 Section 8
CT Commissioners
HR Housing Rehabilitation
RD Rural Development *New Track*
Vendor Vendor *New Track*

Nan McKay Housing Quality Standards (HQS) Training

Maintain strong ties with owners and the community by ensuring inspectors thoroughly understand the required elements of HQS. This 3-day seminar provides information on general room standards, kitchens, bathrooms, electricity, plumbing, and security, including the lead-based paint regulations.



WEDNESDAY LUNCHEON KEYNOTE
Jay Kiedrowski

Jay Kiedrowski is a senior fellow and co-director for the Public and Nonprofit Leadership Center at the Humphrey Institute of Public Affairs. Before coming to the University in 2004, Kiedrowski was the executive vice president for Wells Fargo in the area of institutional investments. He also served as Minnesota Commissioner of Finance from 1983 to 1987 and budget director for the City of Minneapolis from 1978 to 1982. Kiedrowski earned a B.S.M.E. in industrial engineering from the University of Minnesota and a Master of Arts from the University's Humphrey Institute of Public Affairs. He also holds an Ed.D. in leadership from St. Mary's University.

Lodging & Meals

Lodging and meals are available at Madden's Resort at a special conference rate. Please refer to the Package Rates Form for details. To make reservations, call Madden's Resort at 800-642-5363; mention that you will be attending the Minnesota NAHRO Conference to receive the conference rate. The deadline for guaranteed reservations is April 27, 2010. Make your reservations early to secure your space. www.Maddens.com

Pre-Registration

Pre-registration for the conference with Minnesota NAHRO is required. Please photocopy the attached registration card as needed. Complete a separate registration form for each person attending and return by Friday, April 27, 2010 to avoid late fees. Sign up for featured trainings on the same form and include any added fees in your check. Include an additional $25 for each registration submitted after Friday, April 27, 2010. Forms also available on line at www.mnnahro.org

Cancellation Policy

For a refund of registration fees, the Minnesota NAHRO office must be contacted by Friday, April 27, 2010. A $50.00 processing fee will be charged. No refunds will be made after April 27, 2010.

Membership Discount

Minnesota NAHRO members receive a discount on Registration Fees. If your agency, organization or group is a member and you wish to become an individual member, please include a check for $30.00 for 2010 membership dues. If your agency or organization is not currently a member and you wish to become a member, please contact the Minnesota NAHRO office at (651) 925-4070 or info@mnnahro.org to find out about membership benefits, dues and other information. www.mnnahro.org

Housing Authority Insurance Group

GREATER MINNESOTA HOUSING FUND

Conference Schedule

Tuesday May 25, 2010

6:30pm-9:00pm
Minnesota NAHRO Board Meeting

7:00pm-9:00pm
Professional Development Committee Meeting

Wednesday May 26, 2010

7:30am-4:00pm
Registration

7:00am-9:00am
Breakfast

8:00am-12:00
Nan McKay Housing Quality Standards (HQS) Training Day 1
See description on back cover
Exam Optional

10:30am-12:00pm
Minnesota NAHRO Statewide Executive Directors and Upper Management Meeting
Join your peers and share information pertinent to public agencies working in housing and community development.

Commissioner Roundtable
Stay abreast of hot issues for Commissioners in this roundtable discussion. Topics provided by Commissioners from across the state will be discussed. This session will include all the latest information for commissioners to be in the know.

12:00-1:15pm
Welcome Luncheon and Opening Session
Welcome and Introductions: DeeAnna Bakken, Minnesota NAHRO President; Conference Overview: Mark Vahlsing, Minnesota NAHRO Executive Director; Keynote Speaker: Jay Kiedrowski - a senior fellow and co-director for the Public and Nonprofit Leadership Center at the Humphrey Institute of Public Affairs. (See bio. on back cover)

1:30-4:30
Nan McKay HQS Training Day 1 continued

1:30pm-2:45pm
Concurrent Sessions

CR&D
Pedestrian Friendly Development
When the Red Wing HRA and the City of Red Wing worked on the revitalization of Red Wing's downtown in 2008 and 2009, it became apparent that a Great Downtown handles pedestrians, bicyclists and motorized traffic all at the same time. This session will discuss Complete Streets and walkability/bikeability concepts and explain why these concepts are good for our health, our community's economics and the overall live ability of the community. This session will give you the ideas that are catching on across the nation and will become more important as the country moves toward more pedestrian friendly developments.

PD
How to Prevent Burnout?
Building Stress Hardiness!
The focus of the session will explore how to survive "stress" at the workplace by building your personal buffer zone. Participants will explore creative strategies for building positive lifestyles that improve stress hardiness. The session will also look at how humor, risk and change can be positive motivators of continuing health promotion and increased quality of life. The session will also identify how to take your job seriously and still live in vibrancy.
Guest Speaker: Jean Mershon, Central Lakes College, Brainerd

PH
"Work Place Safety" –
How to conduct self-inspections
This session will help identify where your agency's major exposures to staff and tenants exist. Representatives of HAI Group will highlight the basic steps of a self-inspection process. The presentation will also cover and provide copies of the OSHA audit, which is a 19 category examination of an agency's work place safety & health conditions. In addition, HTVN will present "Blood Borne Pathogens" to help you identify these diseases and how to protect yourself, your tenants and your staff against them.

S8
Housing Choice Voucher 101 (Part 1)
Are you new to the Housing Choice Voucher (HCV) program? Are you an expert PHA staff member or a new PHA board member? Whatever your understanding and skill level are, this two part course is for you. If you want to learn the basics of the HCV program or if you don't understand how to establish a practical Administrative Plan for your agency, this course will help you. HUD staff will present the A to Z's about Housing Choice Voucher program management, SEMAP, wait list management, rents, portability, etc. Come learn everything you ever wanted to know about the HCV program.

CT
Housing Choice Voucher 101 (Part 1)
See Description under Section 8

RD
Introduction to the RD Section 515 program (Part 1)
Minnesota has the third largest number of USDA Rural Development Section 515 affordable rental properties in the country. Many owners are interested in selling their properties and some are approaching HRA's about acquiring them. This session provides background about the RD Section 515 program, including loan terms, rental assistance, income limits, and other key program guidelines and requirements. This session will prepare you to attend the RD training sessions on Thursday.

HR
Minnesota Housing's Rehabilitation Loan Program – General TA and Program Feedback (Part 1)
Minnesota Housing introduced the restructured Rehabilitation Loan Program to its lenders a little over six months ago. Rehabilitation Loan Program lenders are invited to come to this general technical assistance session where they can ask questions about the Rehabilitation Loan Program or the Emergency and Accessibility Loan Program. Now that lenders have had an opportunity to process some loans, Minnesota Housing is interested in program feedback lenders may have. Come prepared with your questions and ideas!

Vendor

1:30pm-2:00pm

Retirement Plan Advisors

Public Sector Retirement Plan Design & Fiduciary Liability

What are the current and forecasted economic conditions? How can I use professional money management to my advantage?

2:00pm-2:45pm

Abdo, Eick & Meyers, LLP

Learn the strategic advantages of outsourced financial management. Your agency can save money and get the very best financial information to make the best data driven decisions in your agency.

3:00pm-4:30pm

Concurrent Sessions

CR&D

Going Beyond Quaint - Downtowns as Economic Engines

America's downtowns were once commercial engines. Today downtowns may be icons of community identity & tourist attractions, but are seldom true centers of commercial and community life. However, the sands of real estate investment are shifting once again. Compelling trends in lifestyles and demographics are bringing renewed focus to downtown settings as vital areas for housing and commercial development. See how Red Wing is at the forefront of this movement and realigning its community development initiatives toward the future.

Guest Speaker: Bruce Chamberlain, ASLA, Vice President of Hoisington Koegler Group

PD

Doing More With Less

In today's work world, both extremes have one thing in common: People are weary and stressed by the rapid pace of change and its accompanying uncertainty. There are two choices: One choice, continue along with business as usual, facing the realization that, despite your best efforts, you are not going to be able accomplish everything you need to. The next choice: Work on efficiency, prioritize work efforts, clearly define service level commitments, and streamline processes. This session will explore five creative steps to being more productive with less time and resources. Topics will include Time Management Strategies, Functional Objectives, Emotional Objectives, Social Objectives and Thinking Outside of the Box.

Guest Speaker: Jean Mershon, Central Lakes College, Brainerd

PH

Live Smoke-Free

New developments are occurring across the state and nation in smoke-free housing. Learn how to keep up with these trends and implement a no-smoking policy. Staff from Live Smoke-Free and the American Lung Association of Minnesota can help your housing authority adopt and implement a smoke-free policy. The services available from both of these programs are FREE, so don't miss out on this exciting opportunity to get all of your questions answered about smoke-free housing!

S8

Housing Choice Voucher 101 (Part 2)

See description on page 1. 1:30-2:25

CT

Open Meeting Law / Conflict Resolution

Most of us know just enough about the open meeting law to be thoroughly confused. This session will address when and how you can close a public meeting, who gets to make that decision and what happens if you don't do it in quite the right way. In addition, we'll have a conversation about conflict resolution and explore effective communication between policy makers and employees at your organization.

Guest Speaker: Tracie Chamberlin, Loss Control Manager, League of Minnesota Cities Insurance Trust

RD

Introduction to the RD Section 515 program (Part 2)

This session will provide potential buyers with an overview of issues to consider when acquiring a Rural Development (RD) property. Topics covered include valuation and sale price, financing options, preservation of rental assistance, market conditions, property conditions, availability of additional RD resources, etc. This session will help you understand how to better align buyer and seller interests, which is key to preserving properties as affordable housing.

HR

Minnesota Housing's Rehabilitation Loan Program – General TA and Program Feedback (Part 2)

See Description page 1. 1:30-2:45

Vendor

3:00pm-3:45pm

eDocument Resources

How to Utilize Document Management & Workflow Technologies to Help Automate Public Housing & Section 8 Work.

A proud sponsor of the 2010 Spring Minnesota NAHRO Conference, eDocument Resources will showcase how document management & workflow technologies solutions can help agencies witch operate public housing and/or section 8 clients check in clients, automate forms, keep front desk workers and supervisors up to date on who is available to see clients and help managers appropriately staff the agency. eDocument Resources know that getting clients the help they need in a timely manner is challenging for most agencies. This INTERACTIVE session will focus on use of software to assist Housing Agencies.

3:45pm-4:30pm

Happy Software

Finding Regulatory Data Electronically

With the evolution of the Internet, the best source of regulatory data is online, but finding and organizing this data requires a different set of skills. This class explores how to stay on top of regulations without coming near a piece of paper. This session will show you how to search for regs, within regs, and how to have HUD news sent to you.

4:30pm-6:30pm

Product and Service Exhibition Reception

6:30pm

Outdoor BBQ at the Pavilion Followed by Volleyball Tournament and Bonfire

Organize your team by agency or group of peers and volley for the trophy!

Thursday May 27, 2010

7:00am-9:00am
Breakfast

8:00am-12:00pm
Nan McKay HQS Training Day 2

8:00am-9:45am
Concurrent Sessions

CR&D
Opportunity City Program
This session will outline a new kind of housing study. The Urban Land Institute and the Regional Council of Mayors created the Opportunity City Program and selected 5 cities to participate in 2009. With the drastic changes in the housing market, this is a perfect time to review your current housing situation. Come hear about this unique study and the results from the 5 selected cities.

PH
Public Housing 101 (Part 1)
Are you new to Public Housing management? Are you a veteran PHA staff member or board member? Either way, this two part course is for you. If you want to learn the basics or refresh your skills and knowledge about managing your public housing, this course will fulfill that need. HUD staff will present the A to Z's about public housing management, regulations, reports, HUD funding, and how to make it all work within your community.

S8
Portability & EIV: How They Come Together
Mary Hirsch Justice from Housing Data Systems will start off discussing EIV and how it relates to portability. PHA's will learn their responsibility with 50058's and 52665's and how to correct common portability PIC errors. HUD staff will then discuss the new portability notice and regulations. Denying participant's the ability to port will be a hot topic. Bring your portability/EIV questions and be prepared for a lively discussion!

CT
Public Housing 101 (Part 1)
See Description under PH

RD
Rural Development: Buyers & Sellers Seminar (Part 1)
Experts from the Rural Development national offices will provide specialized training to potential buyers and sellers of 515 multi-family properties. Many aspects of the transfer process will be covered along with programs that can assist the buyer/seller including the Multi-Family housing Preservation and Revitalization Program (MMR), the Guaranteed Rural Rental Housing Loan Program (538), and other funding mechanism programs. Attendees will learn all aspects of the transfer process including funding mechanisms, opportunities for rehabilitation, and an overview of the required Comprehensive Needs Assessment.

Vendors
8:00am-9:00am
HTVN Roundtable
The partnership between Minnesota NAHRO and HTVN has gotten off to a great start and HTVN is interested in feedback from current participants about what's working great, what new ideas they would like to see implemented and if there are any problems they're facing in their web-based training. Not a member of HTVN yet? Feel free to join this roundtable to provide input on what you're still looking for or to just hear the pro's and con's from those who are already participating.

9:00am-9:45am
Cermak Rhoades Architects
Scattered Site Renovation of Occupied Senior Housing – A Case Study
Members of the design team from CommonBond Communities, Cermak Rhoades Architects and Frerichs Construction will present this panel format discussion on the process of renovating fully occupied senior housing rental units on multiple sites, using the HUD 202 refinance program, from the perspective of the Owner, Architect & Contractor. This case study, completed in 2006, challenged the design team to create processes and procedures that would aid in the successful renovation of 890 units of senior housing on 18 separate sites statewide in 12 months.

10:00am-12:00pm
Concurrent Sessions

CR&D
Addressing Foreclosed Homes
Are you still dealing with the effects of the foreclosure crisis but did not receive any NSP funds to assist you? Several communities have created programs to address this problem without the use of NSP. Come to this session to hear what communities have done.

PD
How Great Leaders Get Things Done: The Art of Influence
This session will present a set of strategies & techniques used by very effective leaders in nonprofits and business. Emphasis will be on using new strategies for communication, leadership, leveraging time & efforts, more effective planning & decision-making strategies.
Guest Speaker: Bruce Miles, Ed. D, Big River Group, LLC

PH
Public Housing 101 (Part 2)
See Description from 8:00-9:45 on this page.

S8
Housing Choice Voucher Financing
Do you understand the role of the FMC? Do you have an FMC person to call? Are you thinking that the FMC is related to Colonel Sanders and his secret chicken recipe? Then this course is for you! The FMC is the Financial Management Center at HUD. It is the FMC that oversees and monitors the HCV funding. Your HCV program needs to be monitored at the PHA level to ensure proper utilization of funding dollars. This informal session will provide you time to sit down with a HUD FMC staff member and ask all the questions you may have on your HCV program. Come ready and come loaded with questions. Do you understand your HCV funding? Do you know how to lease within your budget limitations? Do you know how to deal with cost overruns? Are there tools you can use to monitor your program? Come find all the answers at this session.

CT

Evaluating Your Executive Director

Performance evaluations can be a great communication tool between you and your executive director. Conducting regular performance evaluations provides both of you with a structured opportunity to discuss what is going well and not so well. Sample evaluations will be used as we walk through some of the most effective ways to evaluate your executive director. Okay, and just for fun, we'll talk about the mistakes folks most often make when conducting an evaluation.

Guest Speaker: Tracie Chamberlin, Loss Control Manager, League of Minnesota Cities Insurance Trust

RD

Rural Development: Buyers & Sellers Seminar (Part 2)

See Description on page 2, 1:30-4:30

Vendor

10:00am-10:45am

Tandus

Powerbond VCTT (variable cushion tufted textile)

construction is a hybrid resilient closed cell cushion, sheet flooring with a peel and stick installation method, allowing for efficient, low VOC installations. Once installed, Powerbond's VCTT provides unequaled durability, exceptional acoustic control, energy savings and thermal insulation, coupled with award winning sustainability. It is like sheet vinyl with a nylon wear layer and has a 25 year non-prorated warranty.

10:45am-11:30am

NOVA

Information Bulletin Regarding Renovation and Demolition Projects.

MPCA has passed a new rule which is directed at pre-renovation and pre-demolition projects. These information is meant to help guide you through the new requirements. Come learn the 15 categories of waste that require special handling which include the EPA lead renovation, repair and painting rule that will be effective April 22, 2010.

12:00pm-1:15pm

Luncheon

State Legislative Update

Jon Ford, Minnesota NAHRO Legislative Committee Chair and Immediate Past President &
Kevin Walli, Minnesota NAHRO Lobbyist;
Fryberger, Buchanan, Smith & Frederick, PA

Federal Legislative Update

Rick Ball, Executive Director, Duluth HRA & Member of the National NAHRO Legislative Network

1:30pm-4:30pm

Nan McKay HQS Training conclusion

1:30pm-2:45pm

Concurrent Sessions

PH & S8

PIC/EIV

PIC expert Mary Hirsh-Justice from Housing Data Systems will discuss public housing and PIC systems. Mary will cover how to avoid reporting problems as well as everything and anything you ever needed to know about the PIC system. She will also be on hand after the session to help you individually navigate HUD computer systems.

RD

Getting Preservation Deals Done: Putting It All Together (Part 1)

Hear from experts in Minnesota and nationally about how to address challenges in the preservation process and create successful partnerships to preserve Section 515 affordable rental housing. Learn about the tax, legal and valuation issues that frequently arise and how they can be addressed. Find out about public and private resources that are available and how to access them. You will leave this session with a better understanding of the interests of all parties in a preservation transaction and how to find common ground to get deals done.

Guest Speakers:
Russ Kaney, Senior Program Director, National Rural & Native American Initiative; Enterprise Community Partners, Inc. and Charles Riesenberg, President, Community Capital, and Consultant to Greater Minnesota Housing Fund

1:30pm-2:45pm

Pontoon cruise on beautiful Gull Lake

1:30-4:30pm

Scholarship Event

Golf "Best Ball" Tournament

3:00pm-4:30pm

PH & S8

PIC/EIV

See Description from 1:30 session

RD

Getting Preservation Deals Done: Putting It All Together (Part 2)

4:30pm-6:30pm

Product and Service Exhibition Reception

6:30pm-8:15pm

Banquet & Award Ceremony

*2010 Allan Anderson Award of Merit Presentation
*2010 Housing & Community Development Achievement Award Presentation
*2009 Commissioner Award Presentation

8:15pm-9:00pm

eDocuments Sponsored Entertainment

Comedian Scott Hansen

Scott Hansen has been making people laugh for over 25 years. You have seen him on HBO and Showtime, and heard him on KQ with Tom Bernard. He has been voted Minnesota's Favorite Comedian five times in a row. Now see him at Maddens!

9:00pm-10:30pm

Cards and Games by PD Committee

Join us in the NorthStar Room (across from O'Madden's Pub) to play some informal "Casino Cards". PD Committee members will be dealing Blackjack & Texas Hold'em!

Friday May 28, 2010

7:00am-8:30am
Continental Breakfast

8:00am-9:00am
Concurrent Sessions

PH
Public Housing Roundtable
During this session, participants will be able to ask questions, discuss issues and concerns, and problem solve in person with local HUD Leaders. This session will be focused on the Public Housing program. During the first 30 minutes of this session, HUD representatives will address Public Housing questions that participants have submitted in advance to the HUD office. Questions submitted in advance will be thoroughly reviewed and researched by HUD. The remaining time will focus on "ON THE SPOT" questions. HUD representatives will address your Public Housing questions and provide you "on the spot "answers. If any question cannot be answered, HUD representatives will respond to each question individually via email after the conference.

RD & PH
Multifamily Green Rehab (Part 1)
Are you interested in learning more about green rehabilitation standards, including the Minnesota Green Communities program? Want to know more about the benefits of green rehab, including operational costs savings, reduced energy consumption and healthier living environments for tenants? Come hear from USDA Rural Development state architect Mark Ryan and Minnesota Housing staff architect Jerry Narlock on the agency's Sustainable Housing Policy. In addition hear from two non-profit housing developers who have successfully acquired and rehabilitated several properties that meet Minnesota Green Communities standards.

9:00am-10:00am
Concurrent Sessions

CR&D
Community Revitalization & Development Roundtable
This roundtable discussion will focus exclusively on using TIF and Tax Abatement financing tools to further your community development efforts. The roundtable panel will include three experts in the field -- a redevelopment attorney and two fiscal consultants. The panel will briefly overview these two financing tools and provide case studies of how these tools were utilized to meet the needs of various communities. This will be an interactive session that will focus on sharing ideas, and brainstorming creative solutions, dependent upon the needs of the participants. If you are wondering which tool is better suited for your redevelopment planning efforts, you shouldn't miss this session!

S8
Section 8 Roundtable
During this session, participants will be able to ask questions, discuss issues and concerns, and problem solve in person with local HUD Leaders. This session will be focused on the Section 8 Program. During the first 30 minutes of each session, HUD representatives will address Section 8 questions that you have submitted in advance to the HUD office. Questions submitted in advance will be thoroughly reviewed and researched by HUD. The remaining time will focus on "ON THE SPOT" questions. HUD representatives will address your Section 8 questions and provide you "on the spot "answers. If any question cannot be answered, HUD representatives will respond to each question individually via email after the conference.

RD & PH
Multifamily Green Rehab (Part 2)
See Description from 8:00-9:00 a.m. on this page.

10:00am-11:30am
General Session:
Positive/Productive Relations Dealing With Boards Made Waaay Easier
This session will demonstrate tools & strategies used to help leaders help their boards work more effectively. These tools & strategies have been taught to more than 8,000 leaders across the US & Canada.
Guest Speaker: Bruce Miles, Ed. D, Big River Group, LLC

11:30am-12:30pm
Closing Brunch
2010 Scholarship Awards Presentation
Conference Wrap-Up, Free Annual 2010 Conference Registration drawing.

MINNESOTA NAHRO
Minnesota Chapter of the National Association of Housing and Redevelopment Officials

	National Training	Vendor Track	CR&D/Housing Redevelopment	Professional Development	Public Housing	Section 8	Commissioner Training	RD or Other	Events
Tues. 6:30-9:00p	Board of Directors Meeting - **Olson Boardroom** PD Committee Meeting - **Lower Town Hall**								
Wed. 8:00a-10:30a	**Nan McKay Training**								
Wed. 10:30a-12:00n	**Nan McKay Training**	Statewide Executive Directors/Upper Management Meeting					Commissioner Roundtable		
12:00n-1:15p	**Welcome Lunch and Opening Session - Governor's Ballroom Key Note Speaker**								
1:30-2:45p	**Nan McKay Training**	**Retirement Plan** **Abdo,Erik**	**Pedestrian Friendly Development**	**Stress / Burn Out**	**Work Place Safety**	**HCV 101 Part 1**	*** HCV 101 Part 1**	**RD Intro to 515**	**Rehab Loan Program**
2:45	Break for Refreshments								
3:00-4:30p	**Nan McKay Training**	**eDocuments** **HAPPY Software**	**Going Beyond Quaint - Downtowns as economic engines**	**More with Less**	**Live Smoke Free**	**HCV 101 Part 2**	**Open Meeting/Conflict Resolution**	**RD Intro to 515 part 2**	**Rehab Loan Program**
4:30-6:30p	Product & Service Exhibition Reception **- Anderson Ballroom**								
6:30p	Outdoor BBQ, Volleyball Tournament and Bonfire **- Pavillion and Volleyball Courts**								
Thur. 8:00-9:45a	**Nan McKay Training**	**HTVN** **Cermak** **Rhoades Archit.**	**Opportunity City Program**		**PH 101 Part 1**	**Portability & EIV How They Come Together**	*** PH 101 Part 1**	**RD National Training**	
9:45a	Break for Refreshments								
10:00-12:00n	**Nan McKay Training**	**Tandus** **NOVA**	**Addressing Forclosed Homes**	**The Art of Influence**	**PH 101 Part 2**	**HCV Financing**	**ED Evaluations**	**RD National Training**	
12:00n-1:15p	**Lunch- Governor's Ballroom State Legislative Update - Federal Legislative Update**								
1:30-2:45p	**Nan McKay Training**		**PIC/EIV**					**Getting Preservation Deals Done**	**Scholarship Golf Tourney & Pontoon**
2:45p	Break for Refreshments								
3:00-4:30p	**Nan McKay Training**		**PIC/EIV**					**Getting Preservation Deals Done**	
4:30-7:00p	**Product & Service Exhibition Reception - Anderson Ballroom 6:30 Vendor Prizes awarded**								
7:00p	**Banquet & Awards Ceremony - Governor's Ballroom A**								
Fri. 8:00-9:00a					**HUD Public Housing Roundtable**			**Multi Family Green Rehab**	
9:00-10:00a			**9:00 CR&D Roundtable / TIF & Tax abatement**			**HUD Section 8 Roundtable**		**Multi Family Green Rehab**	
10:00 - 11:30a	**General Session Positive/ Productive Relations**								
11:30a-12:30p	**Closing Brunch - Restaurant at Madden's Inn** **Scholarship Awards**								

(*) designates session repeated in another track

Return this Conference Registration Form, along with your check, money order or billing request to Minnesota NAHRO, 555 Wabasha Street North, Suite #245, St. Paul, MN 55102

Name:_____ **Title:**_____

Organization or Agency:_____

Address:_____

City:_____ **State**_____ **Zip**_____

Phone:_____ **Fax:**_____

Email:_____

CHECK THE APPROPRIATE AMOUNT

	Full 3 Day Conference	Wednesday Only	Thursday Only	Friday Only
Individual & Group Member	___$ 330.00	___$ 185.00	___ $ 185.00	___$ 85.00
Group Member	___$ 365.00	___$ 210.00	___ $ 210.00	___$ 110.00
Non Member	___$ 465.00	___$ 335.00	___ $ 332.00	___$ 235.00
Rural Development	___$ 330.00	___$ 185.00	___ $ 140.00 ***	___$ 85.00

Nan McKay HQS Training___$ 680.00 without exam
Nan McKay HQS Training___$ 830.00 with exam

****Special Thanks to Rural Development and Greater Minnesota Housing Fund for sponsorship to reduce the one day cost for Buyers and Sellers Conference Event - Thursday only price is special for this event!*

In addition to registration fees, enclosed is:

__$30.00 for 2010 Individual Membership—my organization or agency is a group Member
__$20.00 donation for Scholarship Golf Tournament on Thursday afternoon May 27, 2010

Amount Enclosed $_____
Amount to be Billed $_____
(after April 27th add $25.00)

Please help us serve you better by indicating what sessions you plan to attend.

Wednesday May 26, 2010

10:30am-12:00
__Statewide ED Meeting
__Commissioners Roundtable

1:30pm-2:45
__Pedestrian Friendly Developments
__How to Prevent Burnout
__Work Place Safety
__HCV 101 (Part 1)
__Introduction to the RD 515 (part 1)
__Rehab Loan Program

3:00pm-4:30pm
__Going Beyond Quaint
__Doing More With Less
__Live Smoke-Free
__HCV 101 (Part 2)
__Open Meeting Law
__Introduction to RD 515 (part 2)
__Rehab Loan Program continued

__Wednesday BBQ

Thursday May 27, 2010

8:00am-9:45am
__Urban Land Institute
__Public Housing 101 (Part 1)
__Portability & EIV
__Rural Development National Training*

10:00am-12:00
__Foreclosure Update
__How Great Leaders Get Things Done
__Public Housing 101 (Part 2)
__HCV Financing
__Executive Directors Evaluations
__Rural Development National Training*

1:30pm-2:45pm
__PIC/EIV
__Rural Development Panel Discussions*

3:00pm-4:30pm
__PIC/EIV Computer Help
__Rural Development Panel Discussions*

** Indicated part of the Rural Development Buyer/Seller Seminar Open to all.*

__Thursday Banquet

Friday May 28, 2020

8:00am-9:00am
__HUD PH Roundtable
__MF Green Rehab.

9:00am-10:00am
__CR&D Roundtable
__HUD Section 8 Roundtable
__MF Green Rehab.

10:00am-11:30am
__General Session
Positive/Productive Relations

__Friday Brunch

___ **Staying at Maddens**
Meals are included with lodging

___ **Staying off site**
Meals may be purchased from Maddens

Conference schedule is tentative and subject to change. Updates can be viewed at www.mnnahro.org. An updated schedule will be posted prior to the conference.

MADDEN'S RESERVATION REQUEST DEADLINE: April 27, 2010	MINNESOTA NAHRO SPRING CONFERENCE #5157 **Arrival:** Tuesday, May 25, 2010 for Dinner **Departure:** Friday, May 28, 2010 after Brunch

PLAN A Wednesday Lunch through Friday Brunch

_____ $282.97 **per adult** DOUBLE _____ $365.27 **GOLF VILLA SUITE (Includes Upper Sunrise Villas)**

_____ $417.44 **per adult** SINGLE _____ $499.74 **GOLF VILLA SUITE (Includes Upper Sunrise Villas)**

PLAN B Tuesday dinner through Friday Brunch

_____ $424.47 **per adult** DOUBLE _____ $547.93 **GOLF VILLA SUITE (Includes Upper Sunrise Villas)**

_____ $626.16 **per adult** SINGLE _____ $749.61 **GOLF VILLA SUITE (Includes Upper Sunrise Villas)**

These package rates include lodging, meals, golf on Madden's Pine Beach East, Pine Beach West & Social 9 courses (golf carts are an additional fee), tennis, croquet, non-motorized boats, use of most resort facilities, service charge and Minnesota sales tax. The Classic, Madden's Championship Golf Course, is available at a Special Conference Rate.

Pre/Post Stays: The Association's contracted daily rate will be honored 3 days pre conference as well as 3 days post conference for all attendees. Subject to availability. Call Madden's to make an extended reservation.

Online Reservations: Go to https://res.maddens.com. Select **Groups** and enter the following codes: Group ID: **#5157** Password: **3052**

ROOMS: We will strive to honor your 1st choice, however, rooms will be assigned on a first come, first served basis. If we are unable to honor your 1st choice, you will be assigned the next choice and charged accordingly. Reservation and housing requests will not be accepted or honored without payment. Any reservation requests received after April 27, 2010 will be accepted on a space available basis only.

RATES & ROOMMATES: All rates are per person; the double rate requires two adults sharing a room. Many of our guest rooms are designed for multiple occupancy (up to 4 guests). To fully utilize rooms within your room block, roommates are required to reserve the same conference plan or be subject to the single occupancy rate for the night or nights without a roommate. For your safety and security, Madden's does not assign roommates. If the 2nd occupant is not indicated or the 2nd occupant does not register, we will assign a single room with a single occupancy rate.

OCCUPANT 1

Single Occupancy ____ Double ____ Accessible____

Name Mr/Ms_____

Company _____

Address _____

_____

City _____ State_____Zip_____

Daytime phone_____

Email:_____

Credit card number VISA MASTER

_____Exp_____

Amount to be debited (full package payment) $_____

OCCUPANT 2

Register now___ or separately?____ Accessible____

Name Mr/Ms_____

Company_____

Address_____

_____

City_____ State_____Zip_____

Daytime phone_____

Email:_____

Credit card number VISA MASTER

_____Exp_____

Amount to be debited (full package payment) $_____

PAYMENT INFORMATION: CREDIT CARDS ARE DEBITED UPON RECEIPT

The full package payment is required at time of reservation request. When a credit card is used for payment, it must be valid and will be charged the required amount when the reservation is processed. We accept **Visa or MasterCard**. Checks made out to MADDEN'S ON GULL LAKE are acceptable and must accompany the reservation request form. Vouchers and Purchase orders are not accepted for payment. **All guests must present a credit card at check-in.**

MAIL THIS FORM TO: MADDEN'S ON GULL LAKE-11266 Pine Beach Peninsula, Brainerd, MN 56401.
Call reservations at 800-642-5363 or FAX to 218-829-7698. A credit card is required for payment on all phone and fax requests

CANCELLATION POLICY: You are responsible for your entire stay, early departures or reservation reductions are not refundable. Package payments are refundable minus a $25.00 cancellation fee if you cancel by **April 27, 2010**. Any cancellations made after **April 27, 2010** will not receive a refund. (Replacements are glady accepted.) Reservations made after the deadline are non-refundable.