



# MEMORANDUM

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**To:** Mayor and City Councilors  
**From:** Rich Olson, City Manager  
**Date:** September 4, 2013  
**Re:** Consideration – Designation of Voting Delegates for NCLM Annual Business Meeting

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***BACKGROUND:***

The Annual Business Meeting of the North Carolina League of Municipalities will be held at 9:00 a.m. on Tuesday, October 15 at the Hickory Metro Convention Center in Hickory. The League Constitution provides that each member municipality is entitled to one vote. The Board of Directors has established a policy that each municipality sending delegates to the annual conference may designate one voting delegate and may also designate one alternate voting delegate. This must be completed prior to the beginning of the Annual Business Meeting at 9:00 a.m. on October 15.

***ANALYSIS:***

An online survey will be provided by the League to designate municipalities' voting and alternate voting delegates in advance. The delegates designated by the City Council must be submitted online no later than Wednesday, October 2, 2013.

***STAFF RECOMMENDATION:***

For the City Council to designate a voting delegate and an alternate voting delegate for the NCLM Annual Meeting.

RCO/vdw