



National League of Cities  
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 Donald J. Borut

August 31, 1998

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**MEMORANDUM**

To: City Clerks of Direct Member Cities

From: Donald J. Borut, Executive Director 

Subject: Voting and Alternate Voting Delegates, Annual Congress of Cities, December 1-5, 1998, Kansas City, Missouri

**DUE: OCTOBER 9, 1998**

The National League of Cities' Annual Business Meeting will be held at 2:00 p.m. on Saturday, December 5, 1998 at the Congress of Cities in Kansas City. Under the Bylaws of the National League of Cities, each direct member city is entitled to cast from one to 20 votes, depending upon the city's population, through its designated voting delegate at the Annual Business Meeting. The table on the reverse side of this memorandum shows the breakdown of votes by population categories.

To be eligible to cast the city's vote(s), each voting delegate and alternate voting delegate must be designated by the city using the attached credentials form which will be forwarded to NLC's Credentials Committee. NLC's Bylaws expressly prohibit voting by proxy. Thus, the designated voting delegate(s) must be present at the Annual Business Meeting to cast the city's vote(s).

In early November, NLC will send a special edition of the *Policy Informer* summarizing proposed *National Municipal Policy* amendments and proposed resolutions. This information should be shared with your voting delegation.

To establish your city's credentials and facilitate your voting delegate(s) preparation for the Congress of Cities, we ask that you return the **IVORY** copy of the completed form to NLC on or before **October 9, 1998**. A pre-addressed envelope is attached. Please forward the **BLUE** copy of the credentials form to your state league office and keep the **WHITE** copy for your records. **For your assistance, a list of the state leagues is enclosed.**

If you have any questions, please contact Lesley-Ann Rennie at (202) 626-3176.

cc: Executive Directors, State Municipal Leagues

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