



**GARDINER CITY COUNCIL  
AGENDA ITEM INFORMATION SHEET**



Meeting Date	08/05/2020	Department	City Council
Agenda Item	4.j Appoint Kennebec Valley Council of Governments Official Representatives		
Est. Cost	n/a		

<b>Background Information</b>	<p>Attached is a copy of the representative for for the KVCOG Election of Officers and Directors. These representatives include one elected municipal officer.</p> <p>Pertinent paperwork is attached for your review.</p>
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<b>Requested Action</b>	'I move to appoint _____ and _____ as the City of Gardiner's Official Representatives for the Kennebec Valley Council of Governments.'
<b>City Manager and/or Finance Review</b>	The City Manager recommends the above action.
<b>Council Vote/ Action Taken</b>	
<b>Departmental Follow-Up</b>	

<b>City Clerk Use Only</b>	1 <sup>st</sup> Reading _____	Advertised _____	<b>EFFECTIVE DATE</b> _____
	2 <sup>nd</sup> Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____

July 16, 2020

Christine Landes, City Manager  
Town of Gardiner  
6 Church Street  
Gardiner, ME 04345

Dear Christine:

Now in its 53<sup>rd</sup> year, the Kennebec Valley Council of Governments (KVCOG) is a municipal services corporation owned and operated by and for the benefit of its members. We are so pleased to have you as a member in this coming year, thank you.

Member municipalities are the backbone of KVCOG. Membership dues provide matching funds for over \$200,000 in government grants, make our vital services possible, and allow us the flexibility to create new programs in response to the region's needs.

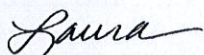
The KVCOG Bylaws provide that each member municipality may appoint two "Official Representatives" to serve on KVCOG's General Assembly. The General Assembly is the overall policy making body for KVCOG. It adopts the Annual Budget, sets the Annual Membership Fee, and elects the Officers and Directors of our Board of Directors.

According to our bylaws, **at least one** of the Official Representatives from every member municipality must be a municipal officer – **an elected member** of the board of selectmen, town, or city council.

Please take a moment to complete the attached form naming two Official Representatives to serve on the KVCOG General Assembly for the current Fiscal Year: July 2020 through June 2021. We truly appreciate your participation; we are a stronger organization when we have a strong General Assembly.

A copy of KVCOG's Bylaws is included. Article VI: General Assembly, describes the responsibilities of these two members. If you have any questions, please feel free to contact me at anytime.

Sincerely,



Laura Cyr  
Executive Director  
[lcyr@kvkog.org](mailto:lcyr@kvkog.org)  
207-453-4258 ext. 213



# KENNEBEC VALLEY COUNCIL OF GOVERNMENTS

## KVCOG General Assembly Official Representative Form

**Please return by August 31, 2020**

**Mail:** KVCOG, 17 Main Street, Fairfield, ME 04937

**Email:** [kraymond@kvkog.org](mailto:kraymond@kvkog.org)

Please take a moment and complete this form naming two official representatives to serve on the KVCOG General Assembly. **At least one** of the official representatives must be a municipal officer – an **ELECTED OFFICIAL** of the board of selectmen, town or city council.

Municipality of: Gardiner  
Year of Service: July 2020 - June 2021

*Please give us the best way to contact each representative (home or work address and home, work or, cell phone numbers). **PLEASE ALSO INCLUDE AN EMAIL ADDRESS FOR EACH REPRESENTATIVE.***

### Representative 1 - ELECTED OFFICIAL

Name	
Title/Committee	
Mailing Address	
City, State, Zip	
Phone	
Alternate Phone	
Email	
Interested in KVCOG Board of Directors?( <i>please circle</i> )	YES      NO
Interested in officer position?	President      Vice-President      Secretary      Treasurer

### Representative 2

Name	
Title/Committee	
Address	
City, State, Zip	
Phone	
Alternate Phone	
Email	
Interested in KVCOG Board of Directors?( <i>please circle</i> )	YES      NO
Interested in officer position?	President      Vice-President      Secretary      Treasurer