

TO: MAYOR AND CITY COUNCIL
FROM: LANELL ENDRES, INTERIM CITY ADMIN/FINANCE DIRECTOR
SUBJECT: MMUA DELEGATE APPOINTMENT
MEETING DATE: AUGUST 7, 2018

BACKGROUND

The City of Cannon Falls contracts with Minnesota Municipal Utilities Association (MMUA) to provide our safety management program. MMUA is requesting the City of Cannon Falls appoint at least one representative as a delegate to the association. This delegate would be authorized to cast a vote on MMUA business matters. They also encourage the City to have at least one alternate in the event the primary delegate is not available.

MMUA holds business meetings once a year during their annual conference. This appointment would also be applicable on the rare occasion that other situations would come up that require member voting as well.

STAFF RECOMMENDATION

I respectfully recommend appointing Public Works Director Mike Althoff, as the delegate for MMUA with EMS Chief Tim Malchow, Finance Director Lanell Endres and the new City Administrator as the alternates.

REQUESTED COUNCIL ACTION

A motion to appoint the MMUA delegates as recommended.

Attachment(s):

MMUA Delegate Appointment Form

MINNESOTA MUNICIPAL UTILITIES ASSOCIATION

DELEGATE APPOINTMENT

The _____ hereby designates
(Governing body of utility/city)
_____ as its duly authorized delegated
representative to cast its vote on all matters to come before the membership of the
Minnesota Municipal Utilities Association. This appointment shall be valid until
such time as it may be, from time to time, amended by this body.

The following is/are designated as alternates to the designated representative:

1. _____
2. _____
3. _____
4. _____
5. _____

The above appointment(s) were duly made before me this _____ day of
_____, 20_____.

Attested to: _____
(clerk, secretary, etc.)

Please return completed form to Rita Kelly at rkelly@mmua.org
Or fax to 763-551-0459 or mail to: MMUA, 3025 Harbor Lane N.,
Suite 400, Plymouth, MN 55447