



## Capital Area Council of Governments

6800 Burlison Road, Building 310, Suite 165 Austin, Texas 78744-2306  
(p) 512.916.6000 (f) 512.916.6001  
[www.capcog.org](http://www.capcog.org)

Betty Voights, Executive Director

BASTROP BLANCO BURNET CALDWELL FAYETTE HAYS LEE LLANO TRAVIS WILLIAMSON

August 16, 2017

The Honorable Steve Adler  
Mayor of the City of Austin  
P. O. Box 1088  
Austin, TX 78767

Dear Mayor Adler,

CAPCOG's mission is to serve cities and counties in our ten-county region; our programs and services are determined by the state and federal agencies that fund us, but also by the membership that governs us. Each year we reach out to that membership to ask for your continued support and to remind you to stay involved through your members on the General Assembly, the body in charge of our budget and membership dues, operating bylaws and rules, and the Executive Committee membership.

At the beginning of this year we solicited interest from our General Assembly members on whether to explore regional water issues; several of you have since been attending meetings of the Water Exploratory Committee. Reviewing and studying issues that impact local governments of our region is an area COGs are typically interested in and can often provide resources to assist with. Our focus continues to be issues that are difficult to address at a local level such as air quality planning and homeland security/emergency management response, but many of our programs are also modeled to achieve an economy of scale such as law enforcement training, emergency communications, and services to seniors.

Each COG is only as strong as the cities, counties, and other stakeholders that participate — so we thank you for your support. We now attach a reminder of who you have most recently designated to your slots on the General Assembly — this can be changed at any time by action of your governing body. The General Assembly's first meeting in 2017 will be September 13, so now is a good time to let us know if you would like to change who your representative is.

Also included is the dues invoice for the 2018 calendar year — the December 1st deadline is especially important if you have a city or county elected official intending to serve on our Executive Committee since it's an eligibility requirement for consideration, but it also helps us have revenue to meet matching requirements for several of our programs, particularly the Area Agency on Aging meals and caregiver programs. As always, any of my staff and I are available to make presentations on any of our activities.

Best regards,

Betty Voights

Enc.    Membership Invoice  
          General Assembly Representation Summary  
          General Assembly Appointment Form



**Capital Area Council of Governments**  
6800 Burleson Road  
Building 310, Suite 165  
Austin, TX 78744  
Phone: 512-916-6000 Fax: 512-916-6001  
Federal Tax ID: 74-1689381  
State of Texas Vendor #17416893810

# First Invoice

**To:** City Of Austin  
Attn: Connie Campa, Financial Manager  
Planning and Zoning Department  
505 Barton Springs Ste. 575  
Austin, TX, 78704

**Date:** August 17, 2017  
**Invoice No.:** 2018M 001  
**Account Code:** 100-160-4311

Description	Amount
2018 CAPCOG Annual Dues-Membership	\$ 92,178.10
<b>Total Due</b>	<b>\$ 92,178.10</b>

Visit our website at [www.capcog.org](http://www.capcog.org)

Serving Bastrop, Blanco, Burnet, Caldwell, Fayette, Hays, Lee, Llano, Travis and Williamson counties.

For assistance, please contact Lisa Byrd at 512-916-6174 or [lbyrd@capcog.org](mailto:lbyrd@capcog.org), or Mason W. Canales at 512-916-6163 or [mcanales@capcog.org](mailto:mcanales@capcog.org).

Thank you.

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## Remittance Stub

Please detach and return with payment

**Invoice Date:** August 17, 2017  
**2018 Annual Membership Dues**

**Customer ID:** COA-DUES  
City Of Austin  
Attn: Connie Campa, Financial Manager  
Planning and Zoning Department  
505 Barton Springs Ste. 575  
Austin, TX 78704

**Invoice No.:** 2018M 001

**Total Amount Due:** \$ 92,178.10

**Amount Enclosed:** \_\_\_\_\_

**PLEASE MAKE CHECKS PAYABLE TO:**

Capital Area Council of Governments

**Capital Area Council of Governments**  
6800 Burleson Road, Building 310, Suite 165  
Austin, TX 78744



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## General Assembly Representation Summary for the City of Austin

CAPCOG's General Assembly is the governing body of the organization for purposes of selecting the Executive Committee, adopting operational bylaws and budgets, determining membership dues, and guiding the mission. The General Assembly membership is comprised of local representatives from each member jurisdiction in the ten-county region. According to its bylaws, full members — counties and municipalities — are entitled to appoint at least one representative to the Council's General Assembly, but as shown in the table below full members can have more representatives based on their population.

Counties	Municipalities	No. of Representatives
Under 20,000	Under 10,000	1
20,000-100,000	10,000-50,000	2
100,000+	50,000-100,000	3
-----	100,000+	4

Associate members organizations — special districts, school districts, nonprofits, utilities, chambers of commerce, and other governmental agencies — can have one representative on the General Assembly. Sustaining members, any person or organization with a positive interest in the welfare of the region, can have a non-voting General Assembly representative.

However, at least two-thirds of the General Assembly's voting representatives must be elected officials.

Based on the State Data Center's most recent population estimates the **City of Austin** qualifies to have **4 representative(s)** on the General Assembly, and its current representatives are:

- **Council Member Ellen Troxclair**
- **Council Member Sabino Renteria**
- **Mr. DeWayne Lofton**
- **Mr. Gilbert Rivera**

Review additional information about General Assembly representation, CAPCOG membership and membership dues at [www.capcog.org/about-capcog/](http://www.capcog.org/about-capcog/).



## APPOINTMENT FORM - GENERAL ASSEMBLY REPRESENTATIVE CAPITAL AREA COUNCIL OF GOVERNMENTS

The governing bodies of CAPCOG's members designate General Assembly representatives.

Counties: Official appointments are made at Commissioners Court.  
Cities, Towns, Villages: Official appointments are made at City Council meetings.  
Organizations: Official appointments are made by the Board or other governing body.

### **PLEASE COMPLETE THE FOLLOWING SECTION**

Governing Body:

\_\_\_\_\_ County Commissioners Court (e.g., Travis County Commissioners Court)  
-OR-  
\_\_\_\_\_ City Council (e.g., Austin City Council)  
-OR-  
\_\_\_\_\_ Other (Board or other governing body)

\_\_\_\_\_  
City, County, or Organization being represented

\_\_\_\_\_  
Name of Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, Zip Code

(\_\_\_\_\_) \_\_\_\_\_  
Telephone Number

(\_\_\_\_\_) \_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Email address (*General Assembly Reps. will be subscribed to the CAPCOG Connections, Training, & Data Points email lists*)

Check One:

\_\_\_\_\_ Reappointment  
\_\_\_\_\_ Filling Vacancy  
\_\_\_\_\_ Changing Representative

\_\_\_\_\_  
Name of Previous Representative

I confirm our governing body appointed the above individual to serve as a CAPCOG General Assembly  
Representative for the above entity on \_\_\_\_\_.  
Date of Meeting

\_\_\_\_\_  
Signature of Chief Elected Official/Chair of Governing Board

\_\_\_\_\_  
Date

Please fax this form to 512-916-6001 or email to [mmooney@capcog.org](mailto:mmooney@capcog.org). Tel. 512-916-6018