

Jeff Briltz, City Manager
City of Lemoore
119 Fox Street
Lemoore, CA 93245

Copy to: John Murray, Mayor WWW.CACITIES.ORG
Jeff Briltz, City Manager

Dear Jeff:

Congratulations! Your **Effective Advocacy, Intergovernmental Relations & Regional Cooperation** submission was selected as a **2008 Helen Putnam Award for Excellence** recipient. This prestigious program holds a long tradition with all California cities and the League, and is proudly supported by our League Partners program. Thank you for the time and effort in producing your award winning program. Your program or project will now have the opportunity to be shared and showcased at the 2008 Annual Conference in Long Beach. In addition, the materials and photos provided may be used in the 2009 Helen Putnam Award Calendar and in an upcoming *Western City* magazine issue.

Important dates and deadlines regarding your Award Recognition:

By Monday, July 14:

For *Western City* magazine, please edit your application text down to **1,250 words or less.**

- Include the project name, city name and the appropriate contact person, their title and department name, phone number and e-mail address at the beginning of your edited text file.
- Please add three or four quotes from people who were involved in the project. Be sure to include the person's name, title and a brief explanation of their role in the project.
- Do not embed or paste logos or photo files into your edited text.
- Please save your text as a Microsoft Word file and e-mail it to editor@westerncity.com no later than July 14, so that we may feature your project in *Western City* magazine.
- If you have questions about your article submission, contact the editor, Jude Hudson, at editor@westerncity.com or call (916) 658-8234.

Most importantly, we're giving you the opportunity to showcase your winning city program or project at the upcoming League Annual Conference at the Long Beach Convention Center, September 25-26, 2008. Within seven business days, you will receive a packet of information about exhibiting, shipping rules and regulations, badges and more. Rebecca Inman the League's Exposition Manager will be contacting you soon with instructions and submittal forms. If your city wishes to decline this exhibit opportunity, contact Rebecca as soon as possible.

In addition, your city will receive one complimentary full conference registration (a \$475 value) for a city staff member. Additional conference session badges can be purchased at the main registration counter or go to www.cacities.org/events.

At the Annual Conference/Helen Putnam Display area:

- Join your peers to hear the first official announcement of the 2008 winners, made at the Opening General Session on September 24, 4-6 p.m. Please do not announce your award publicly until after that time.
- Enjoy great traffic as the League Partners will also sponsor the coffee and dessert in the Helen Putnam award display area, Concourse Level.

After the Annual Conference:

While winners are announced at the 2008 Annual Conference and Exposition, an actual Award Ceremony should be planned in your city, at a time and date that provides you the best attention. The League Regional Representative from your Division will contact you to determine the best options. We ask that you not commit to a certain date or time before coordinating with us, so we can schedule appropriate League staff and/or Partner representation to join you.

Again, congratulations for a job well done. If you have any questions or concerns regarding the recognition activities, please contact Melissa Lienau at 916/658-8216.

Sincerely,



Chris McKenzie
Executive Director



Fran Mancina, Muniservices
President, League Partner Program