

RESOLUTION # 18-2002

A RESOLUTION SETTING A TIME AND DAY DEADLINE FOR ITEMS SUBMITTED FOR THE MEETING AGENDAS:

WHEREAS: The deadline at the present time for Monday Council meetings is noon on the previous Friday.

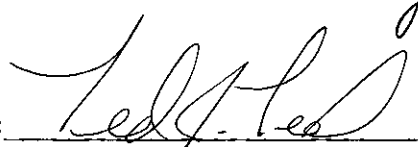
AND WHEREAS: There are increasing items that require more time and research in the preparation of the agendas.


NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF BUFFALO, IA:

The City Council hereby sets the deadline for items to be placed on the following Mondays agenda at ^{4 P.M.}~~noon~~ on the preceding Wednesday day of the week. When special meetings are scheduled during the month, (except emergency meetings) the deadline shall be noon and two days (excluding weekends and holidays) prior to the day of the meeting. This will give the office clerks more time to prepare and copy items for the meeting in advance so that the Mayor and Councilmembers may pick up their paperwork in advance and be familiar with the items they will be discussing.

Passed by the City Council of Buffalo, IA, this 06 day of May, 2002.

Approved and signed by the Mayor of Buffalo, IA, this 06 day of May, 2002.

Signed: 
Ted Teel, Mayor, Buffalo, IA

Attest: 
Carol A. Bernauer, City Clerk,
Buffalo, IA