

POLICY TITLE PRE-PRINTED MATERIAL FOR COUNCIL ITEMS

POLICY STATEMENT:

Pre-printed identical forms expressing opinions (postcards, flyers, newspaper coupons, etc) shall be placed in the Council office for public review. The City Clerk will announce and summarize these materials during the Council meeting.

Pre-printed materials (postcards, flyers, newspaper coupons, etc) relating to Council items will not become a part of the public record.

A note to file will be prepared (with one example of the material) and will summarize a total count by City/County/State/Out-of-State residents. This note to file will become part of the permanent record.

After tabulation, the material will be shredded.

AUTHORIZATION: Council Policy Manual Update of November 17, 1998

HISTORY: Effective Date of Policy - November 17, 1998.