

AN ORDINANCE ESTABLISHING POLICY AND  
PROCEDURES FOR PROVIDING THE CITY COUNCIL WITH THE  
AGENDA WITH SUPPORTING INFORMATION AND COPIES OF  
MINUTES OF PRECEDING MEETINGS PRIOR TO EACH COUNCIL  
MEETING OF THE CITY OF HIGHLAND, ARKANSAS

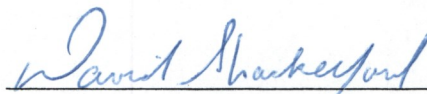
**WHEREAS**, the public welfare, can best be realized by the City Council receiving information needed to conduct business in a timely manner.

THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HIGHLAND ARKANSAS.

Section 1: The Mayor and/or Clerk, Recorder, Treasurer, shall prepare an agenda for each council meeting of the City of Highland, and provide a copy for each council member. This copy shall be accompanied by full information, including copies of all items to be presented to the council, ordinances, resolutions, requests, complaints, correspondence etc.. This agenda package shall also include a copy of the minutes for the preceding council meeting and a current financial statement giving an itemized listing of all revenues and expenses received and paid..

Section 2: The agenda and information package shall be delivered to each Council Member, at their place of employment or residence, no later than Friday afternoon prior to the next council meeting.

Section 3: All ordinances or parts of ordinances, in conflict herewith are repealed to the extent of the conflict.



David Shackelford, Mayor

Attest:



Carol Frolow, Recorder

