

TOWN OF EDGEWOOD

Resolution No. 2023-032

A RESOLUTION ADOPTING THE PROCESS OF FORMULATING THE GOVERNING BODY COMMISSION AGENDA

WHEREAS, the Municipality of Edgewood recognizes the importance of setting the process of the formation of the governing body commission agenda for each meeting; and

WHEREAS, it is important for the public to recognize the process being used by the governing body; it is necessary to describe such process.

WHEREAS, it is important that all representatives of the public have a voice and any minority positions are not denied;

NOW, THEREFORE, BE IT RESOLVED BY THE MUNICIPALITY OF EDGEWOOD that:

1. The Municipal Clerk will compile the agenda for each of the Commission meetings called for by Resolution or by the Town Manager or by any member of the Governing Body with the date set by the Clerk.
2. The Municipal Clerk will compile the agenda based on input for the Town Manager or any member of the governing body.
3. Agenda items will be placed in the order they are received. In order for an item to be placed on the agenda, it must be received by the Clerk no later than 5:00 PM on the Wednesday preceding the Regular Meeting. If the item is received after the Wednesday deadline, it will be placed on the next Regular Meeting agenda in the order received.
4. When an agenda item has been placed on the agenda at the request of the Town Manager or any Governing Body member, no one can remove an item from the agenda unless the Clerk has received written permission from the individual(s) who have asked that the item be placed on the agenda.

Public or committees/boards may request items on the agenda through a Commissioner or appointed official.

5. This resolution rescinds Resolution No. 2023-022

PASSED, APPROVED and ADOPTED by the governing body at its meeting of June 13th, 2023

ATTEST:


Nina R. McCracken

Nina R. McCracken, Clerk

Jerry Powers
Jerry Powers, Mayor Pro Tem