

City of Franklin
Administrative Policy/Procedure

Issue Date: December 19, 2000

Source: Mayoral Directive

Affected Departments: All Department Heads

Subject: Aldermen Notification on Seminars

Policy: Mayor Klimetz directed staff to notify/invite all Aldermen of seminars, meetings, conferences/training sessions for possible attendance or participation by the Aldermen at no cost to the City.

Procedure: All Departments are to make copies of seminar, meeting, or conference/training session notices/pamphlets and place them in the Aldermen's designated mail slots. Only Aldermen requesting copies of these materials need to be provided them.

Mayor Frederick F. Klimetz