

ORDINANCE NO. 9, SERIES 1985

AN ORDINANCE PROVIDING FOR THE MAINTENANCE AND SAFEKEEPING OF THE PERMANENT RECORDS OF THE CITY OF GLENVIEW, KENTUCKY

BE IT ORDAINED BY THE CITY OF GLENVIEW, KENTUCKY:

1. The Clerk of the City shall be responsible for the maintenance and safekeeping of the permanent records of the City.
2. The Clerk shall, at the end of each month, index and maintain all ordinances adopted in the City as follows:
 - (a) The City budget, appropriations of money and tax levies shall be maintained and indexed by fiscal year;
 - (b) All other ordinances shall be kept in the minute book in the order adopted and indexed in a corporate index.
3. The Clerk shall maintain an official order book for all municipal orders adopted, and such orders shall be kept therein in the order adopted.
4. Maintain an official book for the minutes of all regular and special meetings of the City of Glenview.
5. The Mayor of the City is authorized and directed to publish and advertise this Ordinance as required by law.
6. This Ordinance shall be effective as of Date of Publication.

FOR:

AGAINST:

FIRST READING: _____

SECOND READING: _____

Adopted this _____ day of _____, 1985, by _____ ayes and _____ naves.

MAYOR

ATTEST:

CITY CLERK