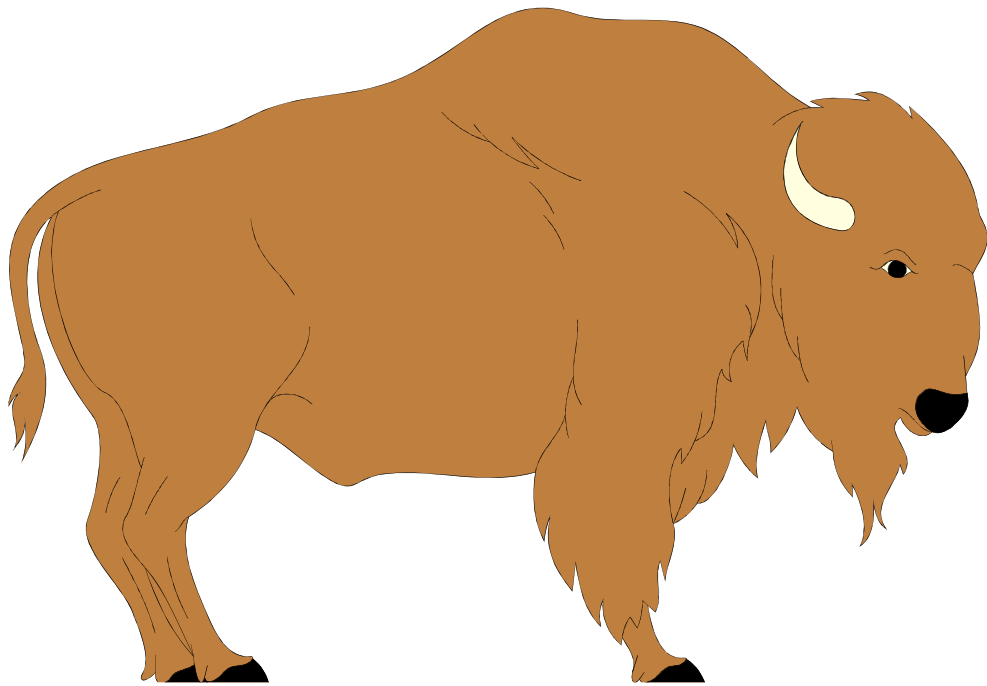


City of Buffalo Community Development Committee Plan

January 2013



Facilitated by:



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Introduction

Origin of the BCDC

In the summer of 2012, the Buffalo City Council approved the creation of the Buffalo Community Development Committee (BCDC) consisting of two council members and three residents appointed by the mayor. As the BCDC began to meet and organize, its members saw a need for the creation of a short-term plan to guide their activities, especially through their first year. Bi-State Regional Commission was engaged to facilitate the creation of a short-term plan for the BCDC.

The BCDC current members consist of Buffalo residents who also serve various community roles including council member, volunteer, and church official. They are active in many organizations such as the historical society and senior center. Early in their organizational process, the group adopted a set of by-laws and agreed upon the following mission statement to guide their activities.

The mission of the Buffalo Community Development Committee is to:

Promote community and economic development in the City of Buffalo by looking into opportunities, communicating with residents and businesses, and advising city officials with the ultimate goal of creating a climate of cooperation that leads to community pride, economic vitality, and residential growth.

The Planning Process

This plan is the culmination of multiple meetings and discussions by the BCDC. The goals and objectives were created based on those meetings and input from the public. For the purpose of this plan, the BCDC chose to interpret the term *community development* in its broadest sense. Thus, community development could include job creation, park construction, and everything in between. The planning facilitation process provided by Bi-State Regional Commission used an asset-based approach and posed the following questions to the BCDC:

1. What are our greatest community assets?
2. What are our major community development issues?
3. What powers do we have as a committee?
4. How can we use our assets and powers to improve issues in our community?

In considering their answers to these questions, the BCDC sought public input through their monthly meetings, citizens surveys, and a town hall meeting held on October 23, 2012. Additionally, Bi-State Regional Commission provided demographic and economic data for the committee to consider. The following section provides an overview of the socioeconomic condition of Buffalo. This is followed by sections covering the BCDC conclusions to the questions above. The final sections of the document present the actual short-term goals of BCDC.

Socioeconomic Profile

This profile includes information on population, gender, race, ancestry, age, employment, income, education, and housing. Much of the data from this section comes from the U.S. Census Bureau. Historical data is included to show trends. Comparisons to Scott County are also provided.

This document uses federal census data from the decennial censuses as well as the American Community Survey (ACS), five-year estimates (2006-10). Beginning with the 2010 Census, the U.S. Census Bureau redesigned how the decennial census is conducted. The ACS was created to replace the former long survey data found in previous decennial censuses. The 2010 Census used only a "short form" for data collection (10 basic questions) with the purpose of showing the number of people who live in the U.S. The ACS is an annual survey that collects more in-depth census statistics of how people live (i.e. housing, employment, education, income) from approximately 1 in 6 households a year. The U.S. Census Bureau began collecting ACS data in 2005 with the first data released in 2006. The U.S. Census Bureau releases ACS surveys for three different time periods: 1-year estimates for geographies over 65,000, 3-year estimates for geographies over 20,000, and five-year estimates for most geographies. All ACS data are survey estimates.

Demographics

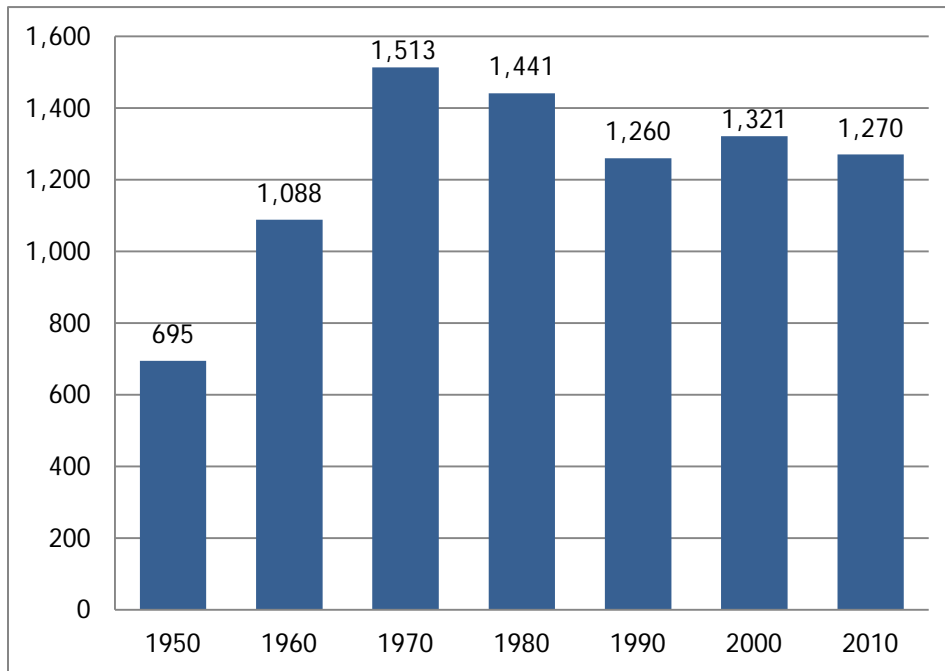
Beyond simply counting the population, census data from the U.S. Census Bureau provides a way for planners, municipal officials, and others to identify and analyze detailed demographic characteristics of population. Quantifying the gender, age, race, and ancestry of a community can help one understand the current and future needs of that community and provide insight into the cultural background of its residents.

Population

In 2010, the City of Buffalo's population was 1,270. Historically, the city grew rapidly from 1950 to 1970 reaching its peak population of 1,513 in 1970. Since 1990, the population has remained fairly steady. Figure 1 shows the detailed population history.

Buffalo is the seventh largest city in Scott County and makes up 0.8% of the total county's population. Table 1 shows a comparison of all the municipalities within Scott County.

Figure 1 - Historic Population



Source: U.S. Census Bureau, 1950-2010 Censuses

Table 1 - Scott County Populations by Municipality

	2000	2010
Scott County	158,668	165,224
City of Bettendorf	31,258	33,217
City of Blue Grass	1,169	1,452
City of Buffalo	1,321	1,270
City of Davenport	98,359	99,685
City of Dixon	276	247
City of Donahue	293	346
City of Eldridge	4,159	5,651
City of LeClaire	2,868	3,765
City of Long Grove	597	808
City of Maysville	163	176
City of McCausland	299	291
City of New Liberty	121	137
City of Panorama Park	131	129
City of Princeton	946	886
City of Riverdale	653	405
City of Walcott	1,528	1629

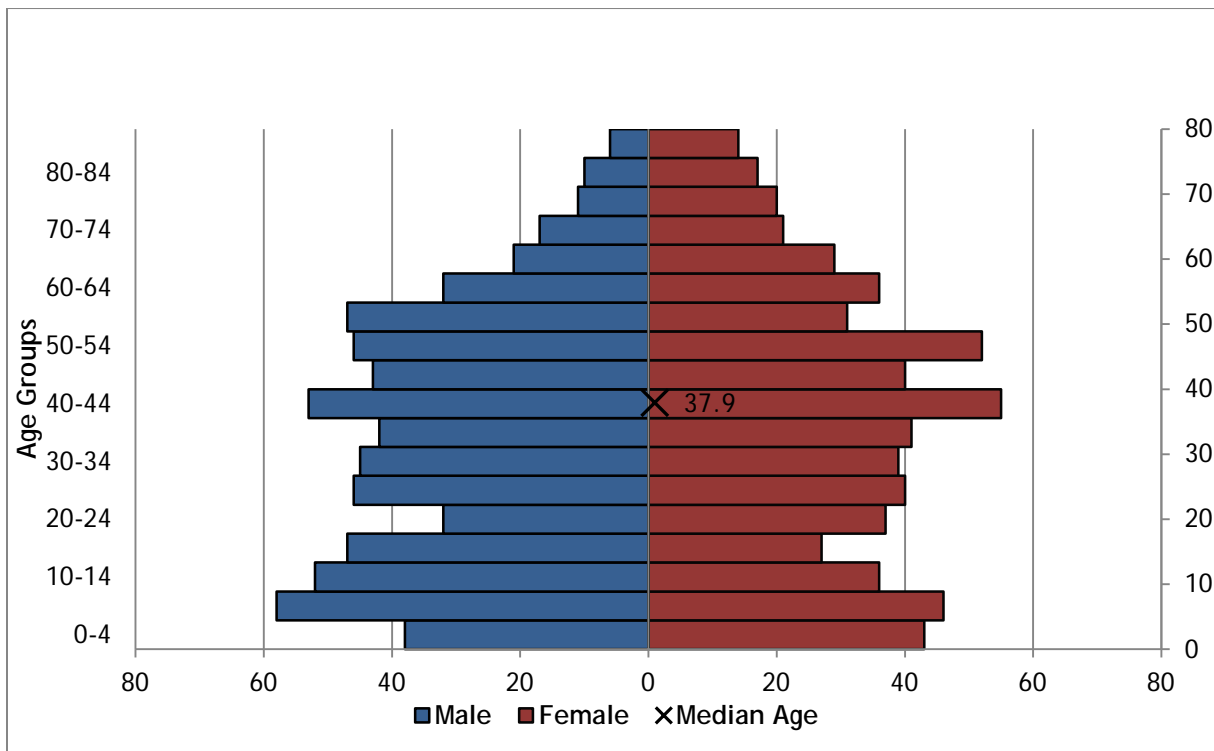
Source: U.S. Census Bureau, 2000-2010 Censuses

Age and Gender

The median age is a statistic that can be used to gauge the overall age of the population. The higher the median age, the older a population. Conversely, the lower the median age, the younger the population. Buffalo has a maturing population. The median age rose from 35.1 in 2000 to 37.9 in 2010, a 2.8-year increase in 10 years. Similarly, Scott County's population rose from 35.4 in 2000 to 37.7 in 2010, a 2.3-year increase over the 10-year period.

Similar to the majority of U.S. cities, Buffalo has nearly equal amounts of males and females. As of the 2010 Census, Buffalo had 50.9% males and 49.1% females. In comparison, Scott County as a whole is 49.0% male and 51.0% female. Figure 2 shows the population by age distribution.

Figure 2 - 2010 Population by Age and Sex



Source: U.S. Census Bureau, 2010 Census

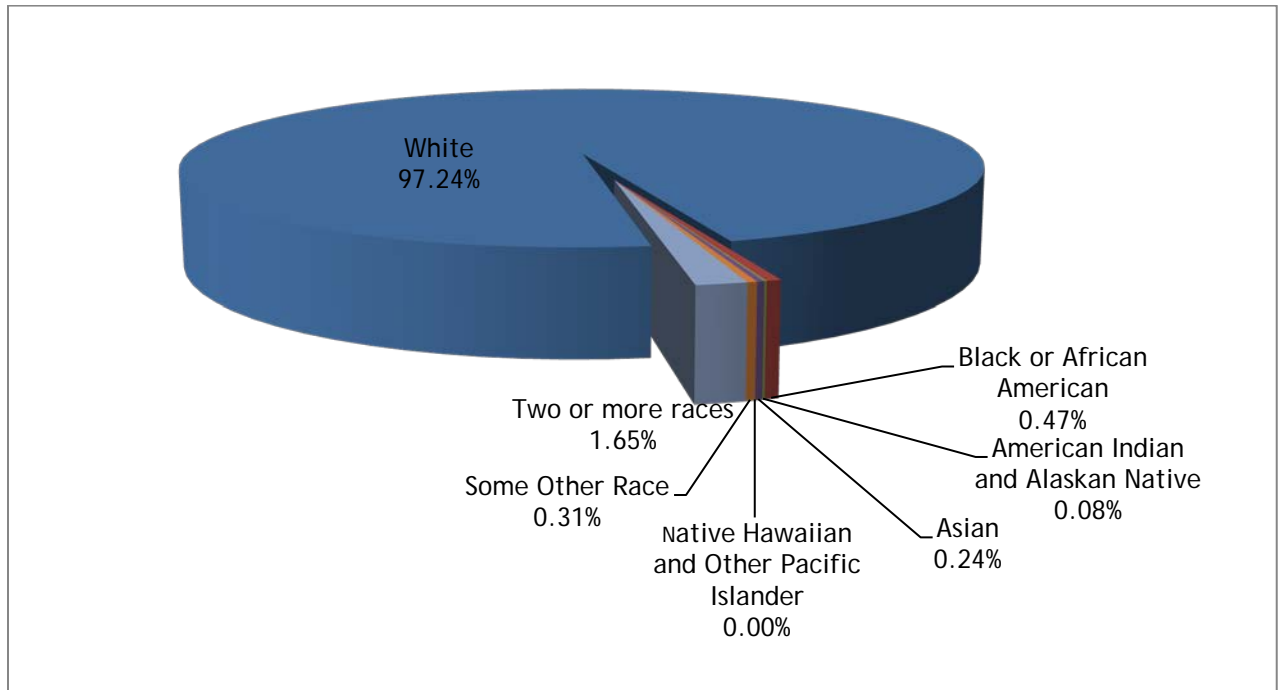
Race & Hispanic or Latino Ethnicity

The Census Bureau tabulates race data into the following general categories:

- White alone
- Black or African American alone
- American Indian or Alaska Native alone
- Asian alone
- Native Hawaiian or other Pacific Islander alone
- Two or more races
- Some other race

Buffalo's population, as of the 2010 Census, shows that 97.2% of the population is identified as white alone. The most common single racial minority in Buffalo are persons of Black or African American race (0.5%), followed by Asian race (0.2%). Scott County's population overall is more diverse with 86.1% identified as white alone followed by 7.1% Black or African American race. Figure 3 shows race by category for 2010.

Figure 3 - City of Buffalo Race by Category (2010)



Source: U.S. Census Bureau, 2010 Census

Hispanic or Latino ethnicity can be associated with any race. In 2010, 2.5% of Buffalo's population identified themselves as Hispanic or Latino (of any race). Comparatively, 5.6% of Scott County's population identified themselves as Hispanic or Latino.

Ancestry

The U.S. Census Bureau records ancestry in the American Community Survey. Persons can choose from numerous ancestries and may pick more than one. A person's race or ethnic status has no bearing on the ancestries they may choose.

The most common identified ancestry in Buffalo as of the 2010 ACS (2006-10 ACS five-year estimates) was German (32.6%), followed by Irish (15.4%) and English (12.1%). This is consistent to Scott County's ancestries that shows German, Irish, and English as the three most commonly reported ancestries with 37.0%, 16.4%, and 8.6% respectively.

Labor Force and Employment

The 2010 ACS (2006-10 ACS five-year estimates) shows Buffalo's labor force at 713 people, with 50.8% of the labor force being male and 49.2% female. Buffalo's workers are employed in a variety of industry sectors. An industry sector is any grouping of private, non-profit, or government establishments that have some type of commonality. The most common industry

sector noted in the 2010 ACS (2006-10 ACS five-year estimates) is manufacturing, which employs 21.5% of the labor force, followed by education, health and social services, which employs 16.1% and construction with 14.0%. Comparatively, Scott County's labor force's most commonly employed industries are education and health and social services with 20.7% followed by manufacturing (16.2%) and retail trade (12.0%).

The largest employers in the Buffalo area are listed in Table 2. These employers show a variety of industry sectors including mining, manufacturing, and education.

Table 2 - Major Employers in Buffalo

Rank	Company Name	Total Employees
1	Linwood Mining	150
2	Lafarge North America	118
3	Blackhawk Fleet Inc	56
4	Camp Abe Lincoln	50
5	Buffalo Elementary School	40
6	Rinker Materials	35
7	Upper Mississippi Fleeting LLC	30
8	Scott County Landfill	25
9	Clarks Landing	20
10	Buffalo Savings Bank	20

Source: InfoGroup, Reference USA; and the City of Buffalo

Income

Median household income is a standard measure of the prosperity of a community. Buffalo's median household income was \$44,250 in 1999 (2000 Census). By 2010 (2006-10 ACS five-year estimates), the median household income rose to \$53,992 (2010 inflation adjusted). When adjusted for inflation, Buffalo's 1999 median household income figure rises to \$57,917. Therefore, the estimated relative value of Buffalo's median household income, when adjusted for inflation, decreased 6.8 % from 2000 to 2010. Comparatively, when adjusted for inflation, Scott County's median household income decreased by 10.6 % from 2000 to 2010.

Education

The United States is becoming a more highly-educated society. The percentage of Americans age 25 and older with a bachelor's degree or higher increased by 4.6% from 2000 to 2010 (2006-10 five-year estimates). As of 2010 in the United States (2006-10 ACS five-year estimates), 85.0% of Americans had a high school diploma or higher, and 27.9% had a bachelor's degree or higher. As of 2010 (2006-10 five-year estimates), 82.7% of Buffalo's residents had a high school diploma or higher, and 10.7% of residents age 25 and older had a bachelor's degree or higher. Comparatively, in Scott County, 90.5% had a high school diploma or higher, and 29.7% of persons 25 and older had a bachelor's degree or higher.

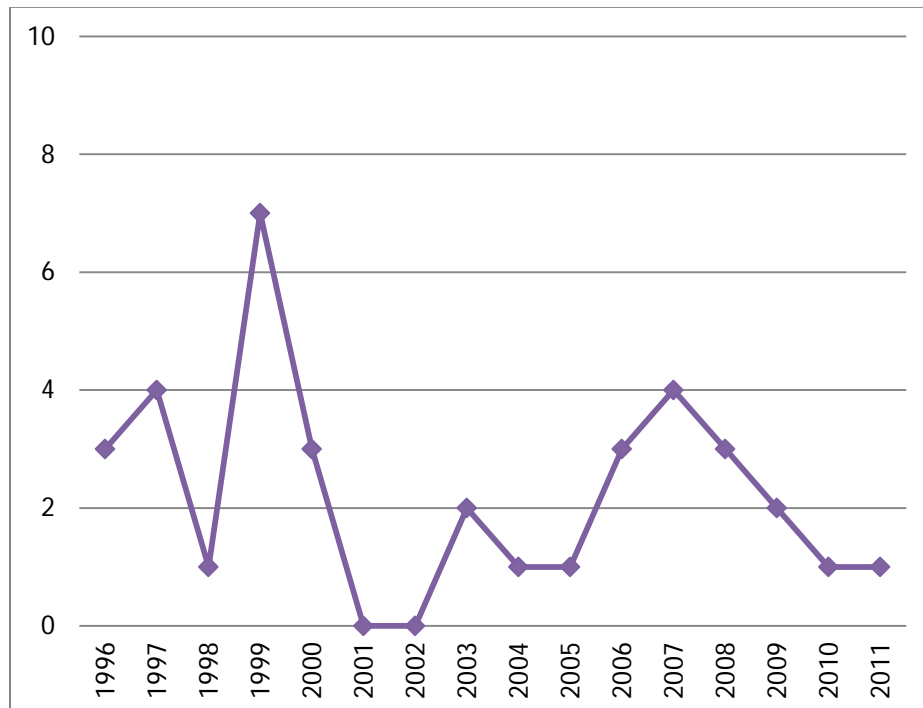
The City of Buffalo is located within the Davenport Community School District. There are 33 schools in the district. Buffalo Elementary is located within the City of Buffalo. The district has a 20.5 to 1 student to teacher ratio at the elementary level and a 14.5 to 1 student to teacher ratio at the secondary level. As of the 2011-12 school year, Davenport Community School District had 15,305 students enrolled (Kindergarten through 12th grade). The graduation rate for the class of 2010 was 76.75% (Iowa Department of Education).

Housing Units

As defined by the U.S. Census Bureau, housing units are physical structures (such as a house, apartment, or mobile home) that are occupied or intended to be occupied as living quarters. As of 2010, there were 527 housing units in Buffalo. Approximately 94.7% of the total housing units are occupied (5.3% vacant). While a low vacancy rate indicates that a municipality is a desirable place to live, if the rate falls too low, potential residents might be unable to find a suitable home from a limited supply of housing units. Of the total occupied housing units, 75.4% were owner-occupied (24.6% renter-occupied).

Building permit data gathered by the U.S. Census Bureau’s Manufacturing and Construction Division show that between 1996 and 2011, 36 building permits were granted in Buffalo. Of those building permits, all were for single family homes (no multi-family buildings were reported). See Figure 4 for more details.

Figure 4 -Building Permits



Source: U.S. Census Bureau Manufacturing and Construction Division - Building Permits

What are our greatest community assets?

Through monthly meetings, a public input session, and a citizen survey, the BCDC identified major community development assets in Buffalo. The assets were categorized as physical, natural, social, human, and financial. It should be noted that the categories are not mutually exclusive. Thus, an asset may fall in more than one category depending on one's perspective. For the purpose of this analysis and plan, assets are assigned to just a single category. Each asset was further categorized as existing or emerging. Assets identified during BCDC committee meetings and at the public input session are listed in the table below.

Table 3 - Assets Identified During BCDC and Town Hall Meetings

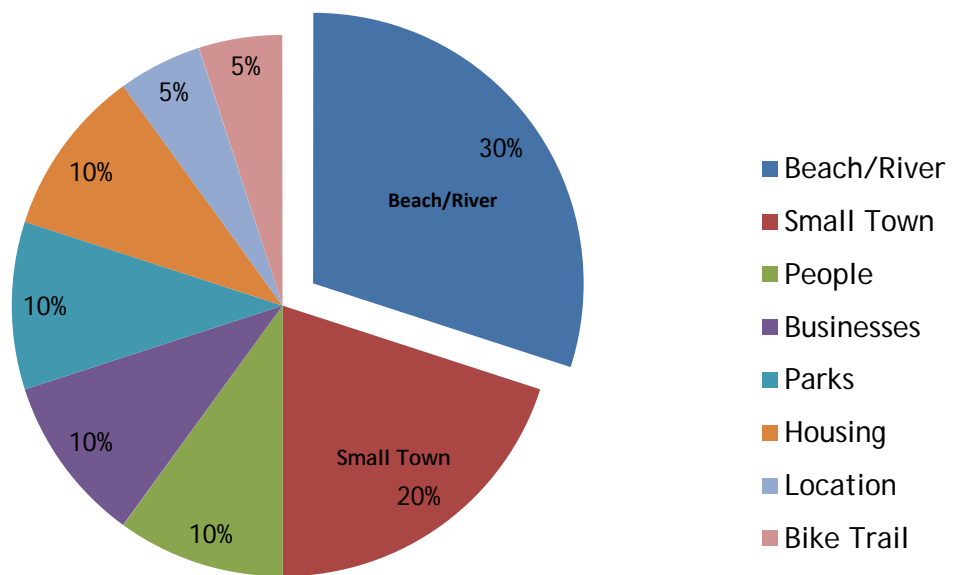
Asset	Existing	Emerging	Type
Grade School	x		Physical Assets
Library	x		
Water Tower	x		
Sewer System (newly improved)	x	x	
Available Buildings (Laundry Mat, Aubrey Bldg, Old H.S.)	x		
Major Roads (Hwy 22, Hwy 61, Y40, Y48)	x		
Available Industrial Space (west side of town, near river)	x		
Adequate Internet service, cellular coverage	x		
Rail Road	x		
Landfill	x		
Major Industry (Lynwood, Lafarge)	x		
Small Business (restaurants, bars, services)	x		
Community Center	x		
City Owned Cemetery	x		
Wastewater Treatment Facility	x		
City Museum (at old City Hall)	x		Natural Assets
Trail Plan		x	
Mississippi River	x		
Buffalo Beach	x		
Camp Ground	x		
City Parks (ball diamonds, new equipment)	x	x	Social Assets
Community Events (Buffalo Days)	x		
Grade School	x		
Library	x		
Monthly Newspaper	x		
Camp Abe Lincoln	x		
Churches	x		
Community Center (activities and groups)	x		
Senior Housing	x		
Fire Dept. (highly trained, all volunteer)	x		

Asset	Existing	Emerging	Type
Youth Sports Leagues	x		
Sense of History (oldest settlement in Scott County)	x		
Historic Homes (Lewis and Clark site marker)	x		
Volunteers (community store, meal site, museum)	x		Human Assets
Access to Quad City Banks, Foundations, etc.	x		Financial Assets

The BCDC mailed surveys to all households during the week of October 8, 2012. The goal of the survey was to gather citizens input on the committee’s agenda over the next year. Approximately 520 surveys were mailed out. Surveys were also available to the public via the Internet and at a public meeting on October 2, 2012. The overall response rate was 1.9%.

Assets identified via the BCDC citizen survey are shown in Figure 5. Question 1 on the survey asked respondents to identify *"Buffalo's greatest community and economic assets."* Respondents were free to list as many assets as they wanted. After all surveys were reviewed, answers to Question 1 were coded into the broad categories shown in Figure 5. For example, if a respondent listed Buffalo Beach and the riverfront, those answers were coded as Beach/River. The percentages shown are the frequency of each category from all responses to Question 1. Thus, if a category was mentioned one time, and all respondents had listed a total of 25 categorical answers, the percentage or frequency of that category would be 1/25 or 4%.

Figure 5 - Community Assets Listed in the BCDC Citizen Survey



Physical and Natural Assets

Based on input gathered at public meetings, Buffalo appears strongest in physical and natural assets, as they made up 60% of the assets identified by the committee during open meetings, including on formal public input session. Examples of key natural and physical assets include the Mississippi River, Buffalo Beach, and even the limestone mined at LaFarge quarry. The citizen survey data are similar to the public meeting data, with the majority of respondents (30%) identifying Beach/River as the city's biggest asset.

Social Assets

The city shows evidence of robust social capital, as there are many social service organizations in the community. At the Town Hall and BCDC meeting, the Gen Age Cafe was frequently noted as an asset. The Gen Age Cafe provides meals to seniors and is located with another program that provides free clothing to the needy in Buffalo and surrounding communities. Survey data support the existence of this type of asset, by emphasizing the "small-town" environment and people.

Human Assets

The BCDC and public participants saw Buffalo's volunteers as a key asset. Survey data were similar in noting people as a top asset.

What are our major community development issues?

Issues can be thought of as the challenge or opportunity areas that the BCDC will spend its time and energy working on over the next year. Issues were identified at regular BCDC meetings, the town hall meeting, and via the survey instrument. Table 4 shows the issues that were identified during this public meetings held as part of this planning process.

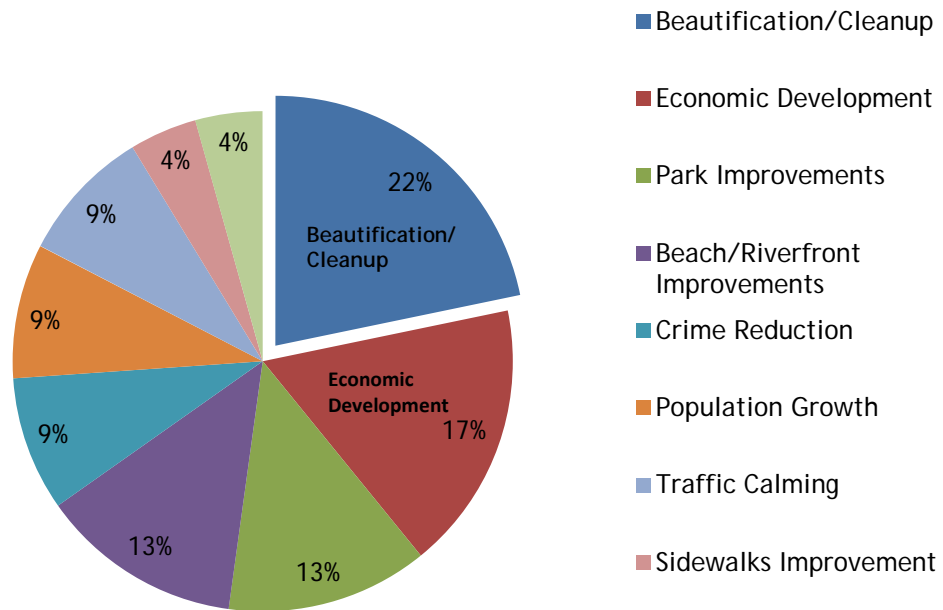
Table 4 - Issues Identified at BCDC and Town Hall Meetings

Sidewalks maintenance and connectivity
Lack of community involvement
Crime
Disengaged youth
Renter/owner housing ratio
Property maintenance
Pass through traffic (without stopping)
Lack of small businesses
Street lighting
Lack of parking
Railroad relationship
Foreclosures
Condition of Buffalo Beach
Access to Beach
Flooding
Road(s) condition

The BCDC meeting and town hall meeting revealed more than a dozen possible issues or focus areas for the BCDC to address. Some related to infrastructure such as roads and sidewalks, while others looked at youth, crime, and property maintenance.

The survey instrument yielded similar results. Respondents were asked *"What specific issues would you like to the new Community Development Committee to address or explore?"* Again, survey responses were generalized and categorized to provide for basic statistical analysis. The top three categorical responses were beautification/cleanup, economic development, and park improvements.

Figure 6 - Issues for the BCDC to Address Based on Citizens Survey



What powers do we have as a committee?

As a subcommittee of the Buffalo City Council, the BCDC has only specific powers and is not allowed to spend municipal funds without approval of the City Council. Additionally, the BCDC cannot pass ordinances or rule on matters related to zoning, land uses, or other municipal powers. However, the committee does have the power to:

- Hold official meetings
- Seek public input
- Communicate with the public and City Council
- Generally act as a catalyst for change and improvement

It is by utilizing these powers that the BCDC will complete its goals over the next year.

How can we use our assets and powers to improve issues in our community?

In answering this question, the BCDC looked back over the notes and data collected during the planning process and set out by identifying specifically the issues they would focus on over the next 12 months. The committee agreed on addressing the following three issues:

- Youth Engagement
- Beach Improvements
- Community Beautification

Goals and objectives for each issue were formulated by answering the following questions.

1. What is the goal?
2. What are the related assets?
3. What approach will be used to complete this goal (who will do the work, and how will it get done.)?
4. When will the goal be completed?
5. How much or how many will be served by this goal?
6. What is the desired result or outcome?

(Note: The goal development process used here is adapted from How to Write a Grant Proposal, by Cheryl New and James Quick, 2003, Wiley and Sons Inc. Hoboken, New Jersey.)

With these questions answered, a goal and objectives can be written as a series of declarative statements. The goals identified in the planning session have been formatted in this manner in the following "goal boxes."

Issue: Youth Engagement

Goal: Send Several Buffalo Children to Camp Abe Lincoln

What	Send several Buffalo children to Camp Abe Lincoln
Related Assets	Camp Abe Lincoln, City of Buffalo
Who will do the work, and how will it get done	BCDC members, City Staff and Camp Abe Lincoln staff will coordinate. The city has some funding set aside for BCDC that may be used for this purpose. Registration and selection process will be determined in consultation with Camp Abe Lincoln.
When	First camp session will occur in the summer of 2013
How many / how much	Approximately 5 to 20 kids are expected to participate the first year.
Outcome	Registration and completing of camp will be recorded. Children and parents will be given the opportunity to journal about the experience.

Objective 1. Check with Camp Abe Lincoln on cost, availability and logistics - **Kim by January 31, 2013.**

Objective 2. Report to City Council, seek motion for approval - **Kim by January 31, 2013.**

Objective 3. Establish registration/selection criteria, seek input from the camp, City of Walcott, local PTA - **Bobi by March 31, 2013.**

- Objective 4. Prepare and distribute marketing materials - Sally by April 30, 2013.
- Objective 5. Register campers, monitor process - Tanna and BCDC thru August 2013.
- Objective 6. Monitor program, check in with camp staff, gather participation data, and camper/parent input. Report back to BCDC and City Council - Kathy thru August 2013.

Issue: Beach Improvement

Goal: Install Garbage Cans/Dumpster & Outhouse at Buffalo Beach

What	Install garbage cans/dumpster & outhouse at Buffalo Beach to reduce rubbish left behind.
Related Assets	Buffalo Beach, City, Park Board
Who will do the work, and how will it get done	BCDC will do the research and request BCDC funds be used for the purchase/contract. Buffalo Public Works or local garbage hauler will do maintenance of the trash receptacles and outhouse.
When	By September 31, 2013
How many / how much	2 garbage cans, 1 dumpster and 1 outhouse.
Outcome	Less rubbish will be left on the beach. This will be measured by the amount of trash collected from the site.

- Objective 1. Meet with park board, public works, and city to get concurrence and establish a location for the new amenities - Dave by April 2013.
- Objective 2. Assist as needed in procurement, placement, etc. - Dave by April 31, 2013.
- Objective 3. Check on amenities and report any problems to the city - Dave by September 31, 2013.
- Objective 4. Track amount of refuse collected and report to the city - Dave by thru September 31, 2013.

Issue: Community Beautification

Goal: Host a City Wide Community Cleanup

What	Host annual volunteer cleanup of parks, streets, cemetery
Related Assets	Citizens, Parks, BCDC, Scott County Waste Commission
Who will do the work, and how will it get done	BCDC will use contacts with the city and Waste Commission to get participation, supplies, and trash hauling.
When	By September 31, 2013
How many / how much	1 per year
Outcome	City will appear cleaner. Number of volunteers and amount of waste collected will be tracked.

- Objective 1. Meet with city, Waste Commission, large employers - Kim and Tanna by April 31, 2013.
- Objective 2. Plan event (time, locations, hauling service, supplies) - Kim and BCDC by May 31, 2013.

- Objective 3. Market and recruit volunteers for the event, perhaps use it as a way to qualify families for the Camp Abe Lincoln program - Sally by June 30, 2013.
- Objective 4. Hold event - BCDC by September 31, 2013.
- Objective 5. Track volunteers, service hours, and amount of refuse collected and report to City Council - Kim by October 31, 2013

Appendix A – By-Laws

City of Buffalo, IA

Community Development Committee

Procedural Rules

Part I. General Provisions

- Rule 1. Scope of Rules.** These rules shall govern the conduct of the Community Development Committee and shall be interpreted to ensure fair and open deliberations and decision making.
- Rule 2. Matter Not Covered.** Any matter of order or procedure not covered by these rules shall follow procedures of Robert’s Rules of Order, 11th edition, or newer if available.
- Rule 3. Interpretation.** These rules are intended to supplement and shall be interpreted to conform to all applicable statutes of the State of Iowa, ordinances of the City of Buffalo, and federal law.

Part II. Designated Representatives

- Rule 4. Officers.** The Community Development Committee will have a Chairperson appointed by the Mayor of Buffalo, with a term set at the Mayors' discretion. Other officer positions may be established by passage of a motion of the Community Development Committee, but are not required. Other officer positions may include Vice Chairperson , Recording Secretary, and Treasurer. Such officer assignments shall be confirmed by nomination from a member of the Community Development Committee and approved by passage of a motion of the Committee.

Rule 5 Duties of Officers.

Chairperson: The Chairperson presides at each meeting and conducts other functions, which are authorized by the these Rules. The Chairperson shall perform the functions of the Recording Secretary, if one is not seated by the Community Development Committee.

Vice Chairperson: The Vice Chairperson, if seated, shall preside over the meeting(s) in the absence of the Chairperson and shall assume the duties, powers, and authority conferred upon the Chairperson by these Rules. The Vice Chairperson shall also perform such other duties as the Chairperson may assign.

Recording Secretary: The recording secretary, if seated, shall perform the duties of the office and shall attest all minutes of the Community Development Committee and all matters of record. The City of Buffalo shall be the custodian of all Community Development Committee records.

Vacancy: It is at the discretion of the Community Development Committee to seat the officer positions of Vice Chairperson and Recording Secretary. In the event of resignation, removal, or death of any Community Development Committee member, a replacement shall be selected by the Mayor.

Rule 6. Appointment of Members. The Community Development Committee shall consist of two Buffalo City Council members appointed by the Mayor. One of the appointed Council members will serve as Chairperson of the Community Development Committee. A third City Council member will be selected by the Mayor as an alternate to the Community Development Committee. The alternate will attend Community Development Committee meetings in the absence of one of the two appointed City Council members. Three Buffalo residents, not on the City Council, will be appointed to the Community Development Committee by the Mayor.

In the event of resignation, removal, or death of any Community Development Committee member, a replacement shall be selected by the Mayor.

Rule 7. Length of Service. There is no maximum length of service a Community Development Committee member can serve. The Mayor shall reappoint or replace members of the Community Development Committee every two years, in conjunction with the City's election

Rule 8. Sub-Committees/Work Groups. The Community Development Committee may establish sub-committees as needed. All sub-committees of the Community Development Committee shall report findings and recommendations to the Community Development Committee only at meetings where a quorum is present. If members of a sub-committee cannot reach a unanimous decision on a recommendation, the majority's opinion shall be presented to the Community Development Committee. Each sub-committee shall have a Chairperson person approved by the Community Development Committee Chairperson.

Rule 9. Responsibilities of Community Development Members. Community Development Committee members are expected to attend all Community Development Committee meetings. If a Community Development Committee member misses more than 50 percent of the regularly scheduled meetings in a consecutive six-month period, that member may be removed from the Committee based on a motion and majority vote of a quorum of the remaining Committee members.

Attendance shall be taken and recorded as part of the minutes of each Community Development Committee meeting.

Part III. Committee Agenda and Citizen Participation

- Rule 10. Agenda Items.** Prior to each Community Development Committee meeting, the Chairperson and/or Vice Chairperson shall prepare an agenda that contains all the items the Community Development Committee anticipates acting upon at that meeting. All agenda items requiring action will be identified on the agenda. Packets of supporting information for agenda items or brief summaries of the agenda items will be provided to Community Development Committee members at least 24 hours prior to the meeting date. Business conducted during Community Development Committee meetings shall be limited to those items that appear on the agenda. A copy of the agenda shall be posted publically in a manner consistent with Chapter 21 of the Iowa Code.
- Rule 11. Agenda Item Requests.** Any citizen or Community Development Committee member may request an item be placed on an upcoming Community Development Committee agenda by providing such a request in writing to the Buffalo City Clerk or by verbal or written request during the public comment period of a Community Development Committee meeting. The Community Development Committee Chairperson shall make the final decision on the acceptance or denial of requested agenda items.
- Rule 12. Citizen's Rights to Address the Community Development Committee.** Persons other than Community Development Committee members shall be permitted to address the Committee only during the public input period of the Committee's meetings, which will be noted on the agenda. The Community Development Committee Chairperson may, at his or her discretion, allow citizens to raise a matter not on the agenda during the public comment period.
- Rule 13. Manner of Addressing the Community Development Committee.** A citizen desiring to address the Community Development Committee shall state his or her name, address, and affiliation if applicable.
- Rule 14. Time Limit on Citizen's Remarks.** Individual citizen input on any agenda item under consideration by the Community Development Committee shall be limited to three minutes by the Chairperson. Exceptions to this rule may be made by the Chairperson.