



CITY OF
FORESTPARK

City Council Agenda Item

Subject: Public Information Office Communication Policy – Executive Offices

Submitted By: Javon Llyod, Public Information Officer/ Dr. Marc-Antonie Cooper, City Manager

Date Submitted: November 09, 2021

Work Session Date: November 15, 2021

Council Meeting Date: November 15, 2021

Background/History:

The Public Information Office Communications Policy exists to ensure that information released by the City of Forest Park is timely, accurate, comprehensive, and relevant to all aspects of communications with the public, internal staff, and members of the media. It is the mission of the Public Information Office to promote and enhance city government via media relations, print and digital publications, social media, strategic marketing campaigns and the city's website.

Cost: \$ 0

Budgeted for: _____ **Yes** X **No**

Financial Impact:

N/A

Action Requested from Council:

Approval of the Public Information Office Communication Policy