



# Request to Be Placed on the City Council Meeting Agenda

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Updated **MAY 2023**

## NOTICE TO APPLICANT

The Mayor and City Council would like to hear issues of importance brought by the citizens of Pooler as it is in the best interest of the City that they be well informed and prepared to address items placed on the agenda. To ensure an efficient and effective process, the City requires that citizens submit a form outlining the subject matter they wish to see addressed. The Mayor may rule out of order personal, abusive, or indecorous language or matters over which the City has no purview. Completion of this form does not entitle a citizen to be added to the agenda. Depending upon the presentation, additional information or materials may be requested.

## OFFICE USE ONLY

Mayor  Approved  Denied Initial/Date: \_\_\_\_\_

City Manager  Approved  Denied Initial/Date: \_\_\_\_\_

If Approved, Council Agenda/Meeting Date: \_\_\_\_\_

If Denied, Reason: \_\_\_\_\_

\_\_\_\_\_  
Name Title/Organization

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Email Address Phone

Have you addressed your issue with City staff?  Yes  No With the City Manager?  Yes  No

\_\_\_\_\_  
Subject Matter

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Requested City Council Meeting Date

\_\_\_\_\_  
Print Name Signature Date