



City Council Meeting Request to Speak

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Updated **JAN 2024**

NOTICE TO SPEAKERS

The Mayor and City Council invite the public to raise significant issues during regular meetings. There are two opportunities to speak in each meeting: to address a specific agenda item **or** to contribute to the general Public Comment section. To facilitate an efficient process, individuals must complete this form, outlining the subject they intend to address, and return it to the bin located near the City Clerk's seat in Council Chambers prior the start of the meeting.

While commenting on agenda items with advertised Public Hearings doesn't require form completion, it is appreciated for accurate meeting minutes. Comments on personnel matters shall neither be received, nor discussed, at public meetings. The Mayor has the authority to disallow personal, abusive, or indecorous language, as well as topics beyond the City's jurisdiction.

Each speaker is allotted three (3) minutes unless otherwise stated and will be recognized based on agenda order. Additional information or materials may be requested based on the presentation. It's important to note that all forms become public record. Please ensure legible printing.

Speaker Information

Name _____ City Council Meeting Date _____

Mailing Address _____

Email Address _____ Phone _____

Is your comment for: A specific agenda item? The general Public Comment portion?

Have you yet brought your concern(s) to the City Manager or City Staff? Yes No

Agenda Item (if applicable) _____

Subject Matter _____

(Continue on back if needed.)