



MAYOR AND COUNCIL MEETING GUIDE

REQUEST TO ADDRESS MAYOR AND COUNCIL Work Session #2

Work Session #1 does not require a request form for a citizen to speak on an appropriate city issue.

Work Session #2 it is required that you describe the agenda item in detail on this form that you wish to address before Council and deliver to City Hall by 5 p.m. the day before the second work session. The request will be review by staff and delivered to the mayor who will call on those who wish to speak during the meeting as long as the request is based on a specific agenda item for the current meeting.

Council Business Meeting no public comment.

Work Session #1 is the Tuesday two weeks following the Council Business Meeting at 6:00 p.m. Citizens may address the City Council concerning any appropriate City issue. Speakers will be limited to 5 minutes and there will be a limit to the number of speakers on the same issue. Printed material welcomed.

Work Session #2 is the Thursday before the second Monday of each month at 8:15 a.m. Speakers will be allowed for agenda items only with a 5 minute time limit. Printed material welcomed.

Today's Date: _____

Name of Who Will Address Council: _____

Home Address: _____

Phone Number: _____

Topic: _____

Details: _____

Meeting Date: _____

Signature: _____

Council Business Meeting is the 2nd Monday of each month at 6:00 p.m. There will be no public comment at this meeting.

Office use only:

Date Received _____

Initial _____