

Speaker Request Form

Before a member of the public is allowed to speak on an item on the agenda or an item not included on the agenda, he/she must fill out this form and hand it to the Mayor (or the Presiding Officer) prior to the scheduled City Council meeting. At the discretion of the Mayor (or the Presiding Officer) the member of the public will be allowed to address the Council.

Date: _____

Speaker's Name: _____

Address: _____

Telephone #: _____

Agenda item # you wish to address Council: _____

Brief description of subject matter of your presentation to Council on the agenda item: _____

If item is not on the agenda, brief description of subject matter of your presentation to Council: _____

Please understand that your comments will be limited to 3 minutes on items on the agenda, 5 minutes for items on the agenda that are designated as a public hearing and 5 minutes for items not on the agenda, unless the presiding officer (with the consent of the majority of the City Council) grants you additional time. If your subject of discussion is not on the agenda, the City Council will not be able to take action on your request and may not deliberate on your request except to propose to place your subject on a subsequent City Council meeting. Your comments must be respectful to the members of the City Council, members of the City staff and to the members of the public.