

City Council Agenda Item Request

City Council meetings are held on the second Wednesday of every month at 5:00 p.m. All requests for the agenda must be submitted by noon on the Friday preceding the Council meeting. Any item received after this time would have to be of an emergency nature. Once an agenda item request is received, Administration will review it and determine whether or not it requires Mayor/Council action, or whether it is an item that needs to be handled by staff.

For the meeting date of: _____

Agenda item title: _____

Please clearly state your explanation of your request: _____

Please state what action you would request:

Does this item require the expenditure of funds? ___ Yes ___ No

Date: _____

Name: _____

Address: _____

Telephone: _____

