



## **REQUEST TO ADDRESS THE CITY COUNCIL**

**If you wish to address the City Council at tonight's meeting you will need to complete this form and present it to the City Clerk prior to the start of the meeting.**

- Public Comments are only addressed at the beginning of the meeting.
- Public Hearing Item comments will be addressed during discussion of that item.
- Public Comments will be heard under Resolutions ONLY if a request to speak form is presented to the Clerk prior to the beginning of the meeting.
- There is NO public comment during the Discussion portion of the meeting.

**Flash/Thumb Drives, CD's/DVD's, VHS tapes or Overhead projection items will not be allowed unless approved and cleared by the Clerk's office. All forms, along with any relevant media item(s), for consideration should be presented to the Clerk's office by noon four business days prior to the actual meeting date.**

**Special interest groups are encouraged to select a representative to speak for the group to conserve time and avoid repetition.**

**COMMENTS MADE DURING THE PUBLIC COMMENT SECTION OF THE AGENDA WILL BE LIMITED TO THREE (3) MINUTES.** Matters pertaining to a Quasi-Judicial hearing will proceed in a manner which affords fundamental administrative due process to all substantially affected parties.

**When you speak, you must come to the podium and clearly state your name and address for the record. Please limit your input to current events, constructive input to improve the City, or informational items. Proper decorum is expected in the Council Chambers.**

**ITEM YOU WISH TO ADDRESS:**

**Public Comment (for items not part of Public Hearings or Resolutions):**

**Subject:** \_\_\_\_\_

**Public Hearing or Resolution:**

**Agenda Item Number and Subject:** \_\_\_\_\_

\_\_\_\_\_

**Speaking For (\_\_\_\_\_) Against (\_\_\_\_\_)**

**NAME** \_\_\_\_\_

**First**

**Last**

**ADDRESS** \_\_\_\_\_

**PHONE NUMBER** \_\_\_\_\_ **DATE** \_\_\_\_\_

**Note:** Minutes of the City Council meetings are not transcribed verbatim. If you require a verbatim transcript, you must make arrangements for a court reporter or some other method of recording/transcribing.