

Citizen Comment Form

Please print the following information:

Name: _____ Today's Date: _____

Address: _____ Zip Code: _____

Phone: _____ Email: _____

Organization Represented (if any): _____

Non-Speaker Speaker

Agenda Item Number or Subject to be Addressed: _____

Select applicable position on item: Support Oppose Neutral Resource Only

Instructions & Rules of Procedure

1. This form must be submitted prior to commencement of the meeting.
2. This form must be completed and submitted for all citizens who wish to address the City Council or register a formal position on an item being considered by the Council.
3. Please remember to step to the podium when you are recognized by the Mayor and state your name and address before beginning your presentation. If speaking on behalf of an organization or other group, identify the group represented.
4. Speakers' time may not be pooled or given to other speakers.
5. All presentations by citizens are limited to no more than 3 minutes.
6. The Mayor reserves the right to limit the number of citizens who may present on a particular agenda item if necessary to expedite the meeting in an efficient manner.
7. If you have written remarks or printed material you wish to present to the City Council, please furnish it to the Municipal Clerk for inclusion in the file for the agenda item.
8. Speakers should address all remarks to the City Council as a whole, not to individual members.
9. All persons who complete a Citizen Participation Form, whether or not allowed to speak, may submit written comments or exhibits to the Municipal Clerk for inclusion in the official file for the agenda item.
10. No shouting or cursing is allowed at City Council meetings. Purposefully disrupting a public meeting is a violation of state law, and may result in the offending party being made to leave the meeting, and can lead to criminal charges.

PLEASE RETURN THIS REQUEST TO THE MUNICIPAL CLERK.