

**Complete and return this form to the
City Secretary prior to 6:30 p.m. day of meeting**

ALL comments for any agenda item must be made during the Public Comment by visitor's portion at the beginning of the meeting. That is the only time a visitor will be given the floor to comment.

When you are recognized by the Mayor, please stand, face the Council and give your name before beginning your comments.

You will have three (3) minutes to make your comments.

Name: _____

Address: _____

Telephone: _____

Subject of comment: _____

Please file out the information and return it to the city secretary.

Please note: The Council cannot comment on or act on the information you provide. They may elect to put it on the agenda at a future meeting, but until it is on the Agenda, No Action can be taken. Topics should address city services.

OFFICE USE ONLY

Date Received: _____

Received by: _____

Time Received: _____