

# AGENDA FORM

## City of Council

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Name: \_\_\_\_\_

Phone: \_\_\_\_\_

I would like to place the following item on the agenda for the City Council Meeting to be held \_\_\_\_\_.

(Date)

Item Name: \_\_\_\_\_

Item Description:

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Supporting Materials: YES  NO  ATTACHED

Explain: \_\_\_\_\_

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Items will be added to the agenda no later than 3:00 pm the Thursday before each City Council Meeting. If "Agenda Form" is not filled out in complete, or your item stated on this form is different than your discussion, you will be ruled "Out of Order" and the meeting will move to the next agenda item listed.

If your item addresses personnel, pending legal litigation or other items listed in *Idaho Code 67-2345 (1)(a) and (b)* it may be moved to Executive Session.

If you choose to fax or e-mail Agenda Form to City Hall, you must call for conformation that the form has been received.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)