

AGENDA REQUEST FORM

City of Council

Phone: 208-253-4201

Fax: 208-253-6463

cityclerk@cityofcouncilidaho.org

Name: _____

Email or Phone: _____

What meeting date is requested? _____.

(Date)

Item Name: _____

Item Description:

Supporting Materials: YES NO ATTACHED

Explain: _____

Meetings are held on the second Tuesday of each month at 6:30 p.m., unless otherwise noted. The Mayor approves all requests to be added to the agenda, the City will respond by email or phone with the Mayor's decision.

To ensure that you appear on the agenda, please return this form to City Hall no later than one week prior to the meeting you wish to appear. If "Agenda Form" is not filled out, incomplete, 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 confirm that the form has been received.

(Signature)

(Date)