

# CITIZEN AGENDA ITEM REQUEST

Anyone wishing to request an agenda item or offer comments or concerns about city matters are asked to complete this form and return it to the City of Albion Clerk's Office, 420 W Market Street, Albion, NE 68620, by Noon on Thursday prior to the next available regular City Council meeting. If the Thursday prior to the City Council meeting is a holiday, the deadline is Wednesday at Noon.

For the meeting date of: \_\_\_\_\_

Agenda Item Title: \_\_\_\_\_

The Nebraska Open Meeting Act requires that agenda items be sufficiently descriptive to give the public reasonable notice of the matters to be considered at each meeting so please make your Agenda Item Title/Request as detailed as possible.

Please clearly state your comment or concern: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please state what action you would like the Council to take: \_\_\_\_\_

\_\_\_\_\_

Does this item require the expenditure of funds? \_\_\_\_\_yes \_\_\_\_\_no

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

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

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***This item may be referred to appropriate staff or committee for resolution prior to placement on Council Agenda.***

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Request: Approved / Denied / Referred to: \_\_\_\_\_

Meeting Date to be initially addressed by the Council: \_\_\_\_\_

Reasons for denial: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date