

City of Fairfield

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REQUEST FORM FOR CITY COUNCIL AGENDA ITEMS.

Please use this form for requesting items you wish to be discussed or acted upon by the City Council. Requests must be submitted to City Hall by 4:30 pm on the Thursday before the City Council meeting at which you wish to appear.

You will be allowed 3-5 minutes for your presentation. If you have supporting materials please submit them with this form so that council members can review them before the meeting.

The City Council meets on the second and fourth Monday of each month. If items are not on the City Council agenda they may be brought up for discussion but the City Council **can not** act upon them. If you have any questions regarding this procedure contact John F. Brown at (641)472-6193.

Thank you for your cooperation.

Today's Date: _____

Name of Person/Organization: _____

Date of Council Meeting which you plan to attend: _____

Subject to be discussed: _____

Background or Related Information: _____

