



City of Pinckneyville
104 South Walnut Street
Pinckneyville, IL 62274
618-357-6916 Fax: 618-357-3433

Request to Appear on City Council Meeting Agenda

Name: _____

Address: _____

Telephone: _____ Email: _____

Date of Meeting: _____ Subject Matter: _____

Action Requested: _____

Signature: _____

GUIDELINES FOR PUBLIC PARTICIPATION AT CITY COUNCIL MEETINGS

The public is welcome at City Council meetings. Using the following guidelines, the public may address the Council at Council meetings. To address the Council, a person should contact the City Clerk and request to be placed on the City Council's agenda of the meeting at which he or she wishes to speak. To be placed on the agenda, the individual should contact the City Clerk at least five (5) days prior to the Council meeting. It is respectfully requested that individuals not make repetitive appearances before the Council with the same issues, and that in the interest of time the Council must spend on City business that comments be limited to approximately five (5) minutes. If a group wishes to appear before the Council, it is requested that they select a spokesman to present their concern to the Council.

Please print, complete and return this form to City Hall by the Thursday prior to the meeting to be included on the agenda.

The Pinckneyville City Council meets the second and fourth Monday of each month at 7:30 p.m. In the Council Chambers, City Hall.