

CITY OF KALAMA - AGENDA ITEM REQUEST FORM

The Kalama Mayor and City Council would like you to know that the public is always welcomed and encouraged to attend City Council Meetings. A "Public Comment" section is observed during every meeting.

If you have a request to make of the Council, that will require Council action, your request should be an agenda item rather than addressed under public comments. This allows the staff to provide your information and any other information to the Council prior to the meeting so they are informed to address your request.

NAME:						
ADDRES	S:		PHONE NO:			
EMAIL A	DDRESS:					
F	AGENDA ITEMS MUS RIDAY PRIOR TO TH HURSDAYS OF EAC	IE DESIRED ME				
P	O Box 1007, 195 N. F	First Street, Ka	lama, 98625 (or to cityclerk@ka	ılama.com	
DESIRE	CITY COUNCIL ME	ETING:				
			(Month)	(Day)	(Year)	
provide a	ITEM TITLE/SUMM brief description of th	e issue, concert	n, problem, or	whatever it is you		

YES/NO** Please indicate "Yes" or "No". If the above item is a concern or problem, have you followed the proper City Procedure for resolution of the issue prior to asking for the item to be brought before the Council?

- a. Consult with City staff for City policy on the issue. (A lot of times, City staff can answer your questions or help solve your problems without your having to attend a Council meeting.)
- b. If the City staff cannot help, have you discussed the issue with the Mayor?

By taking the above steps prior to being put on the agenda, the City staff and Mayor can research the issue. If they cannot help you, they can give the Council background information on the issue, problem, or concern.

** If the above steps have not been followed and you still want the issue placed on the agenda, Council may not have enough information to make a decision at the current meeting. You would then need to wait at least another two weeks for resolution of your issue.