



CITY OF LEON

REQUEST TO BE ON THE COUNCIL AGENDA

Council meetings are held the 2nd Monday of every month at 7 pm. A citizen request to be on the agenda must be made prior to 12PM on the Wednesday preceding the Friday the week before the council meeting.

Name: _____ Phone number: _____

Address: _____

Email Address: _____

Meeting Date Requesting: _____ Date Submitted: _____

Reason for Request

(Please be specific, per page 26 of the Iowa Handbook for City Clerks/Finance Officers the agenda must provide enough information so citizens can understand the nature of the discussion item. Vague descriptions will not be allowed. Example "Water" does provide enough information for the public to understand that the council will consider a water rate ordinance at the meeting.)

Date of Request: _____ Signature: _____

All requests to be on the City Council Meeting Agenda are subject to review by the Mayor and/or Mayor Pro Tem, they can be approved or denied based on their discretion. You will be notified by the City Clerk as to whether you are being placed on the agenda. If your request is denied, you are always welcome and invited to address the council during the Public Forum. Please return form to Leon City Hall.

Office Use Only:

Approved: ____ Denied: ____

Mayor/Mayor Pro Tem Signature _____ Date _____