

The City of Olney City Council, in an effort to better serve the citizens of Olney, now has available a Council Comment Card. The comment card will give those who wish to speak before the Council on an item that is NOT on the agenda an opportunity to present their topic in advance of a council meeting. The council members will then be able to become more familiarized with the topic and better prepared to address the participants issues(s).

Those who wish to speak before the council concerning an item that IS on the agenda do not need to fill out a Comment Card.

Cards may be picked up at the utility payment desk located at City Hall, 201 East Main Street.

The card is required to be turned into the City Secretary's Office by 5:00pm on the Monday just prior to the Council Meeting date you indicate on the card.

How to use this card:

1. Fill out this card
2. When complete, drop the card of at City Hall, 201 East Main Street

## To the City of Olney City Council.

At the next City Council Meeting, \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_, (Council meets the second and fourth Monday of each month) I would like to comment on the following item that is not on the published agenda. I understand that I will be limited to three (3) minutes. This should be at City Hall by 5:00 P.M. on the Monday before the above dated City Council Meeting. Personal attacks and promotion of personal businesses/agendas are not permitted. The City Council is not permitted by law to take action on matters not included on the posted agenda.

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If you wish to speak on an item that appears in the agenda you do not need to fill out this card, When the Council has reached an item in the agenda that you desire to comment on, you will be given the opportunity to speak at that particular time.

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

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

City: \_\_\_\_\_

Phone: \_\_\_\_\_