

CITY OF LESLIE
SPEAKER QUALIFICATION FORM
AND
PROCEDURES FOR ADDRESSING CITY COUNCIL

NOTE: City Council meetings are held on the 3rd Monday of the month. Anyone wishing to address the City Council must complete and present this form to the City Clerk by 5:00 p.m., on the Thursday prior to the meeting.

Name: _____ Contact # _____

Street Address: _____

Mailing Address (if different): _____

SUBJECT: _____

Individual's Signature: _____

Date/Time Submitted: ____/____/____ Time: _____ AM / PM

City Clerk's Signature: _____

***Date Scheduled to Address City Council: ____/____/____

RULES/PROCEDURES FOR ADDRESSING CITY COUNCIL:

- This is a meeting of the City Council open to the public, not a public forum. The purpose of the meeting is to discuss city issues and make decisions about needs of the city.
- Speaker will be limited to 3 minutes to address the Council on the subject manner indicated on the above Qualification Form.
- Speaker should use a regular tone of voice and speaking volume.
- Comments should be addressed to the City Council as a whole and not to any one elected official. There shall be no personal attacks.
- There shall be no profanity, loud expressions, or verbal attacks.
- Following the speaker's addressing of the city council, the council may wish to add comments or questions, but is not required to do so.
- Individuals who are ruled out of order will be instructed to leave the meeting or, if necessary, removed by the Chief of Police.