

PAYSON CITY COUNCIL AGENDA REQUEST FORM

DATE OF COUNCIL MEETING: _____
TITLE OF ITEM FOR AGENDA: _____
WHO IS REQUESTING: _____
TELEPHONE NUMBER: _____

WHO IS PRESENTING: _____
TELEPHONE NUMBER: _____
LENGTH OF TIME REQUESTING _____ MINUTES

DESIRED ACTION OF THE CITY COUNCIL:

(Check relevant items)

CONSENT AGENDA: (ACTION NEEDED)

PRESENTATION/DISCUSSION: (NO ACTION)

PRESENTATION/DISCUSSION: (ACTION NEEDED)

 RESOLUTION

 ORDINANCE

 AGREEMENT

WORK SESSION: (NO ACTION)

REDEVELOPMENT AGENCY: (ACTION NEEDED)

 RESOLUTION

 ORDINANCE

 AGREEMENT

DETAILED REASON AND EXPLANATION FOR REQUEST:

DUE DATE:

This agenda request and any supporting documentation is due to the city recorder by the Wednesday one week prior to the council meeting. This allows final preparation of the agenda and time for the city attorney to review.

REVIEWED – CITY ATTORNEY _____ INITIALS _____