# REQUEST FOR COUNCIL ACTION

MEETING DATE: 3/3/03

| AGENDA SECTION: OPEN COMMENT PERIOD | ORIGINATING DEPT: CITY ADMINISTRATOR | ITEM NO. A |
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| ITEM DESCRIPTION: OPEN COMMENT PERIOD | | PREPARED BY: S. KVENVOLD |

This agenda section is primarily for the purpose of allowing citizens to address the City Council on a topic of their choice. The following guidelines apply:

- This section of the agenda may not be used as a forum to continue discussion on an agenda item which has already been held as a public hearing.
- This agenda section is limited to 15 minutes and each speaker is limited to 4 minutes.
- Any speakers not having the opportunity to be heard will be first to present at the next Council meeting.
- Citizens may only use this forum to address the Council on a maximum of one time per month.
- Matters currently under negotiation, litigation or related to personnel will not be discussed in this forum.
- Questions posed by a speaker will generally be responded to in writing.

**COUNCIL ACTION:** Motion by:_____ Second by:_____ to:

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