



CITY OF BANDERA

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Public Agenda Item Request

The submission of a request for an item to be placed on the agenda must be specific and contain an explanation of the purpose of the item and the effect of the item's enactment.

Agenda items must be submitted to the City Secretary's office by 5:00 pm Wednesday a week prior to the scheduled meeting. Any person may address their respective item until 2:00 pm prior to posting (72 hours in advance of the meeting).

All agenda item requests are given to the Mayor for approval. It is at the Mayor's discretion whether or not your request is put on an agenda. If the request is not approved by the Mayor, it takes the approval and signatures from two (2) council members to be on an agenda.

Summary of proposed agenda item for discussion and possible action on:

Signature (Required)

Date

FOR CITY USE ONLY

This request is for the City Council meeting held on _____.

This request was received at _____ am / pm on _____.

Date stamp