

City of Pleasant Hope

Participating in a City Council Meeting

Guidelines for Citizen Participation in Connection with Water/Sewer Issues

In an effort to make the meeting efficient and meaningful to all who are present in the audience, the following guidelines apply when addressing the City Council.

WATER & SEWER ISSUES:

If you would like to address the City Council on any kind of water or sewer issue please complete the attached form and present to the City Clerk no later than noon on the Thursday before the regularly scheduled City Council Meeting. City Council meetings are held on the 3rd Monday of each month.

The City Clerk will pull a copy of your account history, make copies of your written request form and put you on the agenda to speak.

When you are recognized by the Mayor or the Board President, please stand and face the Council. If you are unable to stand, you may address the City Council from your seat. Please speak loudly so that everyone can hear you.

Provide your name and address at the beginning of your remarks for the formal meeting minutes.

A time limit of three minutes is given to anyone wishing to address the City Council.

It is the Council's policy to not respond to or engage in dialogue with the speakers concerning their issues, although the Mayor may direct speakers to the City Clerk or an appropriate City Department head for help with the issue.

Speakers must be respectful to the City Council, staff, and others in the audience. Therefore, any speaker who uses foul, abusive or inappropriate language will be stopped and will not be allowed to continue with their comments. The speaker will be ordered to be seated and to be quiet. If the speaker refuses to comply with these directives, the speaker may be ordered to leave the building.

CITY OF PLEASANT HOPE
5492 SOUTH HIGHWAY H
PLEASANT HOPE, MO 65725

**FORMAL REQUEST TO ADDRESS CITY COUNCIL
ABOUT WATER AND/OR SEWER ISSUES**

Name of Individual or representative who will be addressing the Board: _____

Name on the Account: _____

Address: _____

Phone #: _____

Issue you will be addressing:

NOTE:

- Your account information and copies of this form will be in each Board members meeting packet.
- Three Minutes is allotted to – Each Speaker/ Organization
- Please completed the form and submit it to the City Clerk.