

**CITIZEN COMMENT FORM**

Date of Meeting:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Agenda Item No.\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  City Council [ ]  Planning & Zoning Commission [ ]  Zoning Board of Adjustment [ ]  Other\_\_\_\_\_\_\_\_\_\_

Public comment is your opportunity to address your City of Farmers Branch Board/Commission members or City Council elected officials. Whether your comment during the public comment section or speak on a specific agenda item, your voice is important and will be heard. Speaker request forms will be accepted up to 30 minutes prior to the start of the meeting and should be submitted to the Board Chair or Board Liaison. For City Council meetings, please submit your form to the City Secretary. Speaker request forms may also be submitted in person at the meeting.

There is a three (3) minute time limit for each citizen to speak with a reasonable limitation on speakers on one topic or item with a maximum of fifteen total minutes on the same topic item. Anyone wishing to speak shall be courteous and cordial. Please refrain from disparaging or inflammatory remarks directed at any member of the Board/Commission, City Council, or City staff will be allowed.

The Board/Commission or City Council is not permitted to take action on any subject raised by a speaker during Citizen Comments. However, the Board Chair or City Council may have the item placed on a future agenda for consideration, refer the item to the City Administration for further study or action; briefly state existing City policy; or provide a brief statement of factual information in response to the inquiry.

The Board Chair or Mayor will call the speaker by name. Please approach the podium and state your name and address prior to beginning your remarks. If you have written notes you wish to present, please furnish an extra copy for the official files.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Brief summary of comment or topic:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_