



CITY OF CALDWELL
T E X A S

City Council
Citizen To Be Heard Speaker Request Form

To address the City of Caldwell City Council, complete this form and submit it to the City Secretary prior to the beginning of the meeting.

Meeting Date: _____

Name: _____

Residence Address: _____

Email: _____

Phone Number: _____

If speaking for a Group/Organization:

Name of Group/Organization: _____

Agenda Item (Item letter or number): _____

Public Hearing (Item number): _____

Non-Agenda Item: _____

City Council Procedure for Citizen Comment:

1. Fill out form completely and turn in to the City Secretary prior to discussion of the item.
 - a. Submit via email to afrank@caldwelltx.gov or by hand to City Hall.
2. Wait for the Mayor or presiding officer to call your name to approach the podium.
3. State your name and address clearly into the podium microphone.
4. You will have **three** minutes to address Council.

Disclaimer:

By submitting this request to address the Council, I agree that I will keep my comments to the subject listed. I understand that the City Council meeting is broadcast live, and recorded, and my comments will become part of the official record.