



City of Williams

Gateway to the Grand Canyon®

REQUEST FOR AGENDA ITEM WILLIAMS CITY COUNCIL

Name: _____ Date of request: ____/____/____

Request received by: ____ phone ____ email ____ fax ____ in person

Date of Council Meeting: ____/____/____ Organization: _____

Proposed Agenda Wording (City Clerk): _____

Comments or Background information: _____

Phone # Home (____) ____-____ Work (____) ____-____

Cell (____) ____-____ Fax (____) ____-____

Determination: ____ Approved ____ Denied By: _____
Mayor

Determination: ____ Approved ____ Denied By: _____
City Manager

OR THREE COUNCILMEMBERS

Determination: ____ Approved By: _____
Councilmember

Determination: ____ Approved By: _____
Councilmember

Determination: ____ Approved By: _____
Councilmember

Typically, council meetings are on the second and fourth Thursdays of each month. In order to be placed on the agenda, your request must be made one week prior to the council meeting.

Request, with all supporting documentation to be distributed to council and staff, must be turned in to the City Clerk no later than the first or third Thursday of the month, for the council meeting on the second or fourth Thursday.