

REQUEST FOR FUTURE AGENDA ITEM

DATE: _____

If you have a specific topic that you would like the Village Board to discuss at a future meeting, please list your name, address, telephone number, and the specific topic. The item will be reviewed and possibly scheduled for a meeting, or given to the Chairperson, Clerk, or Utility Superintendent for forwarding to the appropriate department for processing. Village staff will contact you to let you know the date and time, if the topic is scheduled on a future board agenda.

First Name: _____

Last Name: _____

Address: _____

Email Address: _____

Phone: _____

Alternative Phone: _____

Note: Since we may need to get in touch with you to confirm all or part of this form, we cannot guide action on this request unless you fill in either the phone or email address fields.

Briefly Describe the Requested Topic:

For Administrative Purposes:

Date Requested Received: _____ **Received by:** _____

Action Taken: _____

Follow-Up Needed: _____

Signed: _____ **Date:** _____