

If you have questions or comments on a City Council agenda item, or other matter that is proposed to be heard by the City Council, you may submit a written letter, fax, or email message. Comments submitted prior to 5:30 p.m. on the Monday one week before the scheduled City Council meeting will be included with the staff report or other agenda item, which the Council Members receives as part of their agenda packet on the Tuesday before the scheduled meeting. This provides the Council Members with the greatest opportunity to review the comments before the Council meeting. Written comments or email messages submitted after the distribution of the agenda on Tuesday will be included in late correspondence provided to the City Council prior to the Tuesday meeting. Late correspondence received by Monday at 4:00 p.m. will be sent to the City Council via email on Monday afternoon. Any additional late correspondence received after the Monday distribution, until 4:00 p.m. on the date of the meeting, will be distributed to the Council Members at the meeting. Written or pictorial communication distributed to the City Council at the meeting may not be as effective, as the Council may not have enough time to absorb its content.