

# RINGGOLD CITY COUNCIL

## AGENDA ITEM REQUEST

Today's Date: \_\_\_\_\_ Council Meeting Date: \_\_\_\_\_

Person requesting item to be added to the Agenda: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
\_\_\_\_\_

Daytime phone number: \_\_\_\_\_

Item to be considered by City Council:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for item to be discussed:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated cost of implementation: \_\_\_\_\_

All Council Agenda item requests made by the public and/or elected officials must be submitted to the office in City Hall by noon on Wednesday prior to the Council Meeting on Monday. The Ringgold City Council meets on the second and fourth Monday of each month. In some cases, Holiday schedules, may change the cut off date without notice.

\_\_\_\_\_  
Signature

<p style="text-align: center;"><b><u>OFFICE STAFF ONLY</u></b></p> <p>DATE REQUEST RECEIVED ___/___/20__</p> <p>TIME OF DAY RECEIVED _____AM/PM</p> <p>INITIALS OF STAFF MEMBER _____</p>
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