



City of Valley Mills

101 W Ave E, Valley Mills, TX
P: (254)932-6146

City Council Agenda Request Form

Today's Date: _____

Proposed Agenda Date: _____

Name of person(s) proposing item: _____

Please Print

Title: _____

Name of Business / Organization (if applicable): _____

Address: _____

Contact Number: _____ Email Address: _____

Item request is for:

Information Only Action Item Discussion/Action Report Other

Brief description / summary of agenda item (please be as clear and specific as possible):

Information about this request for Council that may be helpful:

Does the subject concern a City Department? If so, please include name of department:

Does the subject concern a City Ordinance? If so, please include the Ordinance name or number:

Have you addressed your issues(s) with city administrative staff? YES NO

Desired Outcome: _____

PLEASE NOTE:

- Council meetings are held on the 2nd Monday of each month at 7:00 pm.
- This request must be submitted to the City Secretary no later than noon on the Thursday prior to the City Council meeting. You may email (citysec@vmtx.us), fax (254.932.5608) or bring to City Hall in person.
- Items submitted to agenda for City Council meeting must be approved.
- You may only address the item as listed above and may not deviate from topic.
- If you have any type of handout for the council please submit it with this request.

Submitter's Signature

Date