## AGENDA ITEM REQUEST FORM

Commission meetings: First and third Tuesdays of each month - 2:00 p.m. Committee meetings: Second and last Tuesdays of each month - 1:00 p.m. Commission/Committee: (Please check one and insert meeting date) Commission Date of Meeting **Public Safety Committee** Date of Meeting **Public Services Committee** Date of Meeting Administrative Services Committee Date of Meeting **Engineering Services Committee** Date of Meeting Finance Committee Date of Meeting Contact Information for Individual/Presenter Making the Request: Address: Telephone Number: 106-215-7427 Fax Number: NIA Kmrandol (a) southern co.com E-Mail Address: Caption/Topic of Discussion to be placed on the Agenda: lease send this request form to the following address: Ms. Lena J. Bonner **Telephone Number: 706-821-1820 Clerk of Commission** Fax Number: 706-821-1838 Suite 220 Municipal Building E-Mail Address: <a href="mailto:lbonner@augustaga.gov">lbonner@augustaga.gov</a> nmcfarley@augustaga.gov 535 Telfair Street Augusta, GA 30901

Requests may be faxed, e-mailed or delivered in person and must be received in the Clerk's Office no later than 9:00 a.m. on the Thursday preceding the Commission and Committee meetings of the following week. A five-minute time limit will be allowed for presentations.