



## **Board of Public Works Procedures Public Participation**

The Board of Public Works (BPW) meetings are normally held on the fourth Tuesday of each month in the Council Chambers at Macon City Hall, 106 W Bourke Street, at 5:00 pm. The BPW does, however, reserve the right to move/reschedule the meetings as needed. All items to be addressed by the public are preferred to be placed on the BPW agenda. The BPW asks that requests be submitted in writing with the topic to be discussed plainly stated within the written request.

To place an item for discussion on the agenda, please notify the General Manager of Macon Municipal Utilities of your interest. The General Manager's contact information is located at the bottom of this page. All requests must be submitted prior to 5:00 pm on the second Wednesday of each month in order to be considered for placement on the agenda.

Citizens wishing to address the BPW concerning matters reflected on the agenda of the current meeting are asked to sign-in prior to the start of the meeting. A sign-in sheet is located in the City Council Chambers. Please print or sign your name legibly.

The President will call upon you to speak, using the sign-in sheet. Please wait until you are acknowledged prior to speaking. Each person addressing the BPW shall give his or her name, in an audible tone of voice for the record, and shall limit address to three (3) minutes. Groups are encouraged to select a spokesperson. All remarks shall be addressed to the BPW as a body, and not to any individual member. No person, other than a member of the BPW and the person having the floor shall be permitted to enter into any discussion, unless permission is granted by the President or Presiding Officer.

Any person making personal, impertinent or slanderous remarks while addressing the BPW shall be asked by the President or Presiding Officer to either be seated, cease the address to the BPW, or leave the premises, and the BPW shall move on to the next item of business.



MACON  
MUNICIPAL  
UTILITIES

David Ausmus, President  
Jeff Roberts, Vice President  
Chris Nelson, Board Member  
Ryan Johnson, Board Member  
Jennifer McLeland, Secretary  
Dana Ulmer, General Manager

## Board of Public Works Meeting Public Participation Request Form

Date: \_\_\_\_\_

I request to speak or place an item of business on the agenda of the Board of Public Works (BPW), during the next BPW meeting. I understand that I may address those present but depending on the subject matter further understand that this will not be a question and answer format.

Name: \_\_\_\_\_

Subject: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

This completed public participation sheet must be received by the General Manager of Macon Municipal Utilities for the City Macon, MO, no later than 5:00 pm on the second Wednesday of the month.

**Please submit to:** Macon Municipal Utilities  
General Manager  
PO Box 569  
106 W Bourke St  
Macon, MO 63552  
Telephone: (660) 385-3173  
Fax: (660) 385-6554  
Email: [customerservice@maconutilities.com](mailto:customerservice@maconutilities.com)