

**PUBLIC WATER SUPPLY DISTRICT #1  
OF LINCOLN COUNTY, MISSOURI**

**Comment and Suggestion Form**

**(PLEASE SUBMIT TO THE CLERK PRIOR TO THE START OF THE MEETING)**

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

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

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

\_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Comments and/or Suggestions:**

**Three (3) minute limit per person please.**

Customers and residents interested in speaking **ONLY** during the District's Guest and Open Forum at the beginning of each Board Meeting are expected to conduct themselves in an appropriate manner. There shall be no interruptions by guests once the Guest and Open Forum section is over. Guests are encouraged and free to leave the meeting after this section is complete and may not stay for any Closed Executive Session of the meeting. The following guidelines are established to guide customer and resident comments and suggestions:

1. This is the monthly business meeting of the District. Customers and residents are requested to prepare their statements, be concise and limit their comments to three (3) minutes.
2. Individuals are required to state their names and addresses for the District records.
3. All comments and suggestions shall be directed to the meeting chair, the President of the Board.
4. Questions that are posed to the Board and Staff will generally be answered in writing to allow for adequate research, unless the answer is relatively simple.
5. Customers and residents may not share their time so as to enable one speaker to exceed the three (3) minute time limit.

Please try to remember that this is a meeting to conduct the general business of the District and is not a general discussion or work session. Full time Staff are available for these purposes and will be glad to set up appointments as needed.