



**Houghton County
Board of Commissioners
Agenda Item Request Form**

Please fill out the following form to request an item be added to the agenda for the upcoming Houghton County Board of Commissioners meeting.

Submitter Information:

- **Name:** _____
- **Department/Organization (if applicable):** _____
- **Phone Number:** _____
- **Email Address:** _____

Agenda Item Details:

- **Title of Agenda Item:** _____
- **Requested Meeting Date:** _____
- **Brief Description of the Item (include any decisions needed):**

- **Are you requesting time to speak at the meeting?**

☐ Yes

☐ No

- **Supporting Documents Attached?**

☐ Yes

☐ No

(If yes, please list): _____

Signature: _____

Date: _____
