

# Citizen Testimony

**Citizens are invited to give their opinions about any item on the agenda during the meeting if recognized by the Mayor: or to stay and talk to members of the Council about other issues after the formal meeting. The Mayor and Council Members want citizens to participate in the City Council meetings.**

As a concerned citizen, there are several ways in which you may communicate effectively with the Mayor and City Council. One way is to testify at a public hearing. At public hearings, citizens have an opportunity (within the allotted time available) to make their views known or have them incorporated into the official record. If you want to testify before the Mayor and City Council, you will need to fill out the sign-in sheet at the table in the hallway, orally identify yourself, and spell your last name for the record, and state who, if anyone, you represent as you begin your testimony. It is important to remember to not waste time by repeating a testimony that has already been heard. Letters or written communications containing support, opposition, or neutral testimony also are accepted by the Mayor and City Council prior to the public hearing. Persons wishing to send written information should address their correspondence to the office of the City Clerk at [cityclerk@cityofgretna.com](mailto:cityclerk@cityofgretna.com) or PO Box 69 Gretna, NE 68028.

## Testimony Tips

**Be prepared to limit your testimony and try not to repeat testimony offered by previous witnesses. Remember that while the Mayor and City Council want to hear what you have to say, there are other witnesses who also want to be heard.**

- **Be prepared to answer questions asked by the Mayor and City Council.**
- **Most observers agree that, as a witness, you will be more effective in getting your message across if you have prepared your testimony in writing. If you do this, it is helpful to bring enough copies to distribute to the Mayor, City Council, City Clerk, City Attorney, and the media. Ten copies is usually enough to accomplish this. If written testimony is lengthy, it can be distributed and summarized orally to conserve time.**
- **Addressing the Mayor, City Council, legal counsel, or witnesses from the audience, public demonstrations, and applause are strictly prohibited.**