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How to give live testimony at your Town Council, City Council or County Board of Supervisors meetings

1. Go to the website of your Town, City or County. Find out when the next meeting will take place.
2. Look at the agenda for that meeting (or the last meeting, if the next one isn't posted yet). Find the item # for submitting "public comment" for items not on the agenda. (Usually citizens are allowed to speak about items not on the agenda at the beginning or end of the meeting). Check for time limit and practice your message. Call your Town or City Hall or County Board of Supervisors if you need help.
3. Deliver your message in a calm, clear, loud voice.
 - If you can be there in person, call the clerk of the Council or Board and find out how to give a comment during that agenda item and how long you will have to speak. (You may have to wait for the item to come up.)
 - If the meeting is conducted via Zoom, find out how you can make a comment. If live comments are not being permitted, ask if recorded voice comments are allowed and/or find out how to submit a comment by email. There are usually specific deadlines by which recorded or email comments must be received (See below).

How to submit emails or letters to City Council members and members of County Boards of Supervisors

1. Go to your Town or City Council website or County Board of Supervisors website.
2. Find names and email address contacts of your Council or Board members. Send individual messages, address them by their title, be polite, urge them to vote (yes or no) or to do something, offer to provide additional information and thank them for their consideration.
3. If you can't find an email address, send your letter or comment to the "clerk," asking that it be shared with all the Council or Board members. Call your Town or City Hall or County Board of Supervisors if you need help.
4. Send a copy of your message to the State Senator and Assembly member(s) for your district.