



Presentations during public input portion of City Council meetings

Citizens may show a slide presentation during the public input portion of City Council meetings, using the following procedures:

- Acceptable file format: PDF
- PDF file must be physically delivered on a USB stick to the City Clerk's Office located at Carnegie Town Hall at 235 West Tenth Street between 8 a.m. and 5 p.m., Monday through Friday.
- Deadline for receiving the file: 10 a.m. on the day of the meeting.
- The file will be downloaded to a computer while the citizen is present. A virus scan will be performed on the file, and it will be reviewed for data integrity while the citizen is present.
- The file will be rejected if it is corrupt or contains profanity or nudity.
- Please note that presentations during the public input portion of the meeting are limited to five minutes, including setup time.
- During the meeting, Council staff will assist the citizen in accessing their presentation.