



July 2, 2026

To: Dr. Jackie Ramey
RE: Board of Adjustment Process Deadline/Parameters

Dr. Ramey,

The City of Wright City received your email request on July 2, 2026, seeking information on the logistics about the July 9 meeting. Your request is set out below in italics with my responses to each in red. Note that to the extent your questions involve legal interpretation or potential remedies, as the City Clerk I am not able to provide legal opinions or advice. You may wish to consult private counsel if you need assistance evaluating options. With that said I will try to assist you the best I can.

1. What is the deadline/cutoff to have an item placed on the July 9 agenda, and has my request met it? *Deadlines for the July 9th meeting is Monday, July 6th. Your request will be shown on the record as being received. Members of the Board do not sponsor discussions or action items that are added to the agenda. They only sponsor proposed Bill's related to the Municipal or Zoning Codes of the City. It would require a vote of the Board of Aldermen during a regular scheduled meeting to place this particular item on a future agenda. The Clerk's office is not able to speak to the Board's intended course of action.*

2. Is a sponsoring alderman required to place an action item — and if so, how is that arranged and recorded? Are my two items expected to appear as action items or under public comment?

Yes, your request will be shown on the record as being received. Members of the Board do not sponsor discussions or action items that are added to the agenda. They only sponsor proposed Bill's related to the Municipal or Zoning Codes of the City. It would require a vote of the Board of Aldermen during a regular scheduled meeting to place this particular item on a future agenda.

At this time, we are unable to add this as a formal, individual agenda item, as there is no specific action currently before the Board for consideration on this matter. However, the Board's meeting agenda includes a Public Comment section, which is reserved for members of the public who wish to share their concerns, feedback, or questions on any topic, including this one.

We encourage you to attend the meeting on July 9th and speak during the Public Comment portion of the agenda. This will give you and any other interested residents the opportunity to address the Board directly on an issue.

The Clerk's office is not able to speak to the Board's intended course of action.

3. The date, time, and place of the meeting, and when the agenda is posted. **Thursday, July 9th, 6:30 p.m., and City Hall (636 Westwoods Road, Wright City, MO 63390). The agenda is posted by 5:00 p.m. the Wednesday prior to the meeting on the bulletin board in the City Hall lobby.**

PUBLIC COMMENT FORMAT

4. Is there a time limit per speaker (e.g., 3 minutes), and is it per person or per topic? **There is no time limit per speaker.**

5. Is a sign-up sheet or advance registration required to speak, and by when? **There is not a sign-up sheet or advance registration required to speak.**

6. Is public comment limited to agenda items, or open to any topic? May I submit written materials for the record, and how many copies? **Public comment is open to any topic. You may submit written materials for the record. If digital, 1 copy. If paper, 7 copies.**

REMOTE / ZOOM ACCESS

7. The site shows Meeting ID 890 7577 6004 — is that the correct link for July 9, and will it be posted with the agenda? **Yes**

8. May Zoom attendees give public comment, or only observe — and if so, how do they sign up? **Zoom attendees may give public comment, but have to provide their name and address. There is no sign-up required.**

9. Is the meeting recorded, and where is the recording posted afterward? **Meetings are not recorded.**

If you have any questions regarding this response, please feel free to contact my office.

Regards,

Abbie Ogborn

Abbie Ogborn

City Manager/Clerk and Custodian of Records

City of Wright City

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