

Rules of conduct & procedure at city meetings:

- Please speak in a civil and courteous manner.
- When addressing city officials, please state your name. City officials may ask for your address as well.
- Remain seated, unless addressing city officials or entering or leaving the meeting.
- Please remain quiet. If you wish to take a phone call or converse, you may do so outside council chambers.
- No large objects shall be brought into the meeting if doing so is disruptive.
- Photographs and audio or video recordings are permitted as long as recording is done from your seat and is not disrupting the meeting.
- The mayor may rearrange the order of items on the agenda.
- The meeting agenda will include **Public Comments**. Comments are limited to items not on the agenda and must be no more than 5 minutes. City officials may request an item be placed on a future meeting agenda for further discussion.
- During **Public Hearings**, the mayor may limit the time allowed and otherwise coordinate the hearing proceedings.
- The mayor may modify the above established rules to maintain order, brevity, and freedom from interference or interruption.

Approved by City Council on January 10, 2023
Leah Kolar, City Clerk/ Treasurer