

Rules of Order for Public Comments at Marshall City Council Meetings

1. Topics for public comment will be scheduled on a first come, first served basis. Speakers will have approximately 3 minutes to address the City Council as determined by the Mayor, or Mayor Pro-Tem.
2. The Mayor, or Mayor Pro-Tem acts as the chair and spokesperson during city council meetings. As such, the comments and questions should be addressed to the chair. Questions directed at specific Councilpersons or Administration are discouraged as most questions require some amount of research to be properly answered, making it unlikely that such questions will receive a response. The Mayor may defer to another person if the situation warrants.
3. Persons wishing to address the City Council shall do so in a respectful manner. Shouting, profanity, derogatory comments, personal attacks leveled at individuals, and other similarly disrespectful actions or language will not be permitted or tolerated.
4. Speakers shall not repeatedly bring back questions or topics that have been addressed and/or answered by the City Council. If a person feels that an issue needs to be reviewed and/or revised by the City Council, the issue needs to be addressed to the appropriate Council Committee. The Council Committee will then make recommendations to the entire City Council concerning the question or topic.
5. Speakers should not expect a back-and-forth debate or answer and question session between themselves and City Councilpersons or Administrative staff during City Council meetings. This type of interaction is more properly and effectively handled through phone calls, emails, in person meetings scheduled with elected officials and/or the City Administrator, or at the appropriate City Council meeting.
6. Speakers are discouraged from commenting on actions by prior administrations that are not under consideration at the current meeting. While citizens certainly have the right, and are welcome to ask for clarity, or voice their opinions on old business or actions of prior administrations, City Council meetings are not the proper venue for making such comments. These types of comments and questions will likely require research. The extent of research could be minimal or quite time consuming. This can't be accomplished during a regular City Council meeting. However, persons requiring

information about such subjects have available to them email, phone calls, and in person meetings to acquire the answers they seek.

7. Persons wishing to address the City Council are encouraged to submit the topics they plan to speak on at least 48 hours prior to the meeting they wish to address. This will allow City officials an opportunity to conduct research or to pull pertinent information on the speaker's topic, resulting in a potentially quicker answer to their questions.

These Rules of Order can be altered at any time by the Mayor, or Mayor Pro-Tem.

For those wishing to be heard on non-agenda items, the Mayor and interested Councilpersons will be available for comment and discussion prior to the first meeting of the month in council chambers from 5:30 to 5:50. If this proves to be a popular and constructive avenue for discussion, it could be expanded at a later date.