



## SUMMARY RULES FOR PUBLIC COMMENT

### WELCOME TO THE MEETING

These meetings are the forum for the City Council to conduct the City's business. While City Council meetings are open to the public, pursuant to Minnesota Open Meeting Law, they are not a platform for public expression.

**Please take a moment to read the following guidelines for public participation in City Council meetings.**

1. Citizens must sign in and provide name, address, and a brief description of the subject matter they wish to speak on. The sign-in sheet is located at the entrance to the meeting room.
2. An agenda packet is available for public review at the entrance to the meeting room.
3. Comments from the public are allowed *only* during the public forum period.
4. The public is not allowed to participate in Council discussion or debate, *unless* specifically invited to do so by the Mayor.
5. No applause, side conversations, or other disruptive behavior.
6. Wait to be recognized by the Mayor before speaking.
7. Limit comments to 5 minutes or less.

8. Direct your comments to the Mayor.
9. Always follow the direction of the Mayor.
10. Obscene, profane, and threatening language or behavior is prohibited.
11. The Mayor may:
  - a. Request that the public appoint a spokesperson if multiple speakers want to speak on the same topic.
  - b. Place a time limit on or defer the public forum period.
  - c. Alter rules to meet legal requirements for public hearings, as required by law.

**Members of the public who do not follow these rules will be warned that continued disruptive behavior will result in removal from the meeting. If the disruptive behavior continues, the speaker will be removed from the meeting in a lawful manner.**

