CITY OF MARCELINE, MISSOURI

RESOLUTION # 26-01

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF MARCELINE, MISSOURI TO ESTABLISH A POLICY FOR PUBLIC COMMENT AT CITY COUNCIL MEETINGS

WHEREAS, the City Council find it necessary to establish a policy for public comment at City Council meetings; and

WHEREAS, there is a need to establish a policy for public comment at City Council meetings to set expectations for the board and the public to ensure an effective, well-organized meeting; and

WHEREAS, by providing a sign in sheet, the public record will accurately reflect information of those that choose to speak to include proper spelling and contact information

WHEREAS, by establishing a policy, the public has the opportunity to address the City Council and maintain a productive meeting.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Marceline, Missouri as follows:

SECTION 1: The City Council is authorized to establish the following Code of Conduct Policy for Public Comment at City Council Meetings:

- Persons wishing to address the City Council on any item other than a matter scheduled for a Public Hearing, please raise your hand when the chair asks for public comments and the chair will recognize you.
- If you are able, after being recognized by the chair, please make your comments from your seat, unless a podium is provided. If a podium is provided, please make your comments from the podium if able. Please speak loudly so that the City Council can hear you.
- Those wishing to speak will sign in on the Public Comment Sign in Sheet listing their first name and last name, address and phone number.
- Provide your name and address at the beginning of your remarks for the formal record.
- Meeting attendees are given three (3) minutes to speak during any public comment portion of a City Council meeting. If a member of the Council determines more time is needed, he/she can make a motion to extend the time for an additional three (3) minutes. A second and a voice vote by the City Council is required to extend the time limit for that speaker.
- Speakers' comments should be addressed to the full body. Requests to engage the City Council or Staff in conversation will not be honored .
- Abusive language will not be tolerated.

- Speakers will not bring to the podium any items other than a prepared written statement, writing materials, or objects that are relevant to the presentation.
- If an individual wishes to provide written information, he or she may give it to the City Clerk prior to the meeting.
- Speakers and any other members of the public will not approach the Council at any time without prior consent from the chair of the meeting.

Please Note: Failure to comply with this Code of Conduct which will disturb, disrupt or impede the orderly conduct of the meeting may result in removal from the meeting and/or possible arrest.

PASSED AND APPROVED THIS 16th **DAY OF** February **, 2026.**

Shelly J. Milford - Mayor

ATTEST

Lindsay Krumpelman - City Clerk / ACM