

ADDRESSING THE BOARD OF ALDERMEN

Meetings

The Board of Aldermen's regular meetings are held on the second and fourth Tuesday of each month at 6:00 p.m., unless cancelled or otherwise scheduled. Additional meetings are scheduled as deemed necessary and posted by the Board.

Handouts

As directed by the Mayor at the January 24, 2017, Board of Aldermen meeting, the City requests all documents for the Board be delivered to the City Clerk prior to the meeting or handed to the City Clerk at the meeting to be distributed. To ensure there are enough handouts, please provide 12 copies.

Procedure for speaking about items on the Consent Agenda

Consent Agenda items are considered routine and individual items will not be discussed unless members of the Board request that a specific item be removed from the Consent Agenda for individual consideration and discussion.

Procedure for speaking about items on the Regular Agenda

Members of the community may express their positions about issues before the Board of Aldermen on such items as Public Hearings, Ordinances, and Resolutions or on other items as allowed by code. At the time the Mayor asks for public input, the citizen should step up to the podium, wait to be recognized, and then state his or her name and address for the record and proceed to comment on the item.

Procedure for speaking at a Public Hearing

Members of the public will be allowed to give their testimony on the subject. The Mayor may limit the discussion if it becomes repetitive. Each speaker, when recognized, will need to state his or her name and address for the record.

Procedure for speaking during Public Comment

Public Comment occurs during the regular business meeting following roll call. The purpose of Public Comment is to accommodate citizens who have comments regarding City business in which the Board of Aldermen has jurisdiction. Any person wishing to appear and speak shall sign the speaker sign-up sheet located at the front door of the council chambers. The sign-up sheet requires the speaker's name, address, and topic that he or she wishes to bring before the Board of Aldermen. Each speaker must present comments regarding city business only and shall have a total of five minutes in which to make his or her comments. The Mayor or Board of Aldermen may address any issues raised by the speaker at any point during Public Comment without counting against the speaker's five minute time limit. There may be an additional five minutes allotted for comments and questions from the Mayor, Board of Aldermen, or City staff directed to the speaker for the speaker's response. A person may only speak one time per Public Comment.