



## **AGENDA OPEN FORUM**

Immediately following five minute recess following City Council meeting adjournment

DATE: February 5, 2018

TYPE OF MEETING:  
Public Hearing

1. Call Meeting to Order.
2. Open Forum
3. Adjourn.

### **Open Forum Meetings Guidelines**

1. Speaking times will be limited to 3-minutes.
2. The Open Forum Meeting will be limited to 15 minutes, but may be extended if so desired by Council majority.
3. Citizens who have previously addressed the City Council during Open Forum may only revisit the same matter to request a written progress report once every 90 days. Additional new information may always be submitted to the City Clerk for dissemination to the City Council.
4. Matters discussed at Open Forum will typically be referred to Administration with a request for a follow-up report.
5. Any matters involving personnel or insurance claims will be immediately referred to the City Administrator or City Attorney.
6. The City Council will not typically take action, but may ask questions to clarify a question or comment.
7. Roberts's rules of order will govern the meeting.
8. Minutes of the Open Forum meeting will be included in the subsequent City Council meeting packet.