

# **\*\*GARY CITY COUNCIL MEETINGS\*\***

City Council meetings are **business meetings held in public**.

Public comment allows residents to share their views while keeping meetings respectful and orderly.

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## **Purpose of Public Comment**

- Share your views or concerns with the City Council
  - This time is for **testimony only**
  - It is **not** a debate, discussion, or question-and-answer session
  - Council members and staff are **not required to respond**
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## **Getting on the Agenda**

- Contact the **City Office by 12:00 PM on Thursday** before the meeting
  - If you plan to provide documents (petitions, photos, written materials):
    - Submit copies to the City Finance Officer
    - Provide them when requesting agenda placement
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## **Rules of Decorum**

All speakers and audience members must remain respectful.

### **Please remember to:**

- State your **full name** before speaking
- Speak calmly and respectfully

### **Not allowed:**

- Profanity, insults, threats, or slander
  - Shouting, cheering, or booing
  - Interrupting speakers or the Council
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## **Questions During Public Comment**

- Public comment is **non-interactive**
  - Council members do not engage in back-and-forth discussion
  - The Mayor may direct **City Staff** to follow up later during business hours
  - Council members may make **brief closing remarks** after public comment ends
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## **Time Limits**

- Each speaker has **3 minutes**
  - Time **cannot be shared or donated**
  - The Mayor may shorten public comment if the meeting runs late
  - Once public comment is closed, **no further comments are allowed**
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## **Enforcement of the Rules**

Rules apply **during public comment and the entire meeting**.

If rules are violated:

1. Verbal warning from the Mayor
  2. Speaker may be ruled **out of order** and asked to stop
  3. Continued disruption may result in being **asked to leave**
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**Thank you for helping keep City Council meetings respectful and productive.**

A complete version of 2026-03 is available at City Hall.