

City of Yutan Meeting Code of Conduct

All members of the public, staff, and elected officials are expected to adhere to the following standards and may be subject to removal from the meeting at the discretion of the presiding officer if the Code of Conduct is violated:

- All mobile devices should be turned off or silenced during the meeting. If you must take a phone call during a meeting, please exit the city office as quickly and quietly as possible.
- If you wish to leave the meeting before it adjourns, please do so as quietly as possible. If asked to leave by the presiding officer, you are not allowed back into the meeting.
- Members of the public may speak for three minutes each during the “Open Discussion” portion of the meeting if they have signed up to do so. They may only speak during other agenda items if the presiding officer allows public comment.
- All remarks should be directed to the Yutan City Council as a body rather than to any particular elected official or any member of the staff or audience.
- The use of profanity, vulgar language, and threatening or disruptive behavior is not allowed and will not be tolerated.
- All individuals are expected to treat each other with courtesy and respect. This includes but is not limited to speaking at an appropriate volume, not resorting to insults or name-calling, and not interrupting or speaking out of turn.

The presiding officer reserves the right to stop an individual from speaking or to have an individual removed from the meeting if he or she does not adhere to the Code of Conduct listed above or if the individual creates a disturbance not expressly described in this document.