

**CITY OF UNION, KENTUCKY
MUNICIPAL ORDER NO. 2023-37**

**A MUNICIPAL ORDER FOR THE CITY OF UNION, KENTUCKY OFFICIALLY ADOPTING
RULES TO GOVERN THE OPERATION OF THE CITY'S COMMISSION
MEETINGS/CAUCUS MEETINGS**

WHEREAS, it has been determined that the City needs to adopt rules to govern the operation of the City's Commission Meetings/Caucus Meetings; and

WHEREAS, the City Administrator has prepared a set of Meeting Rules.

NOW THEREFORE, BE IT ORDERED BY THE CITY COMMISSION OF THE CITY OF UNION, KENTUCKY AS FOLLOWS:

That the City Commission for the City of Union, Kentucky hereby *APPROVES and ADOPTS* the governing Rules for future City Caucus/Commission Meetings attached hereto and marked as *Exhibit "A"* and incorporated herein by reference.

PASSED AND APPROVED BY 5 ***MEMBERS OF THE CITY COMMISSION FOR UNION, KENTUCKY ON THE*** 16th ***day of October, 2023.***

APPROVED:


HON. LARRY K. SOLOMON, MAYOR

ATTEST:


TAMMY WILHOITE, CITY CLERK



Meeting Rules

- Guests wishing to speak will be asked to sign in prior to the start of the meeting.
- The list of guests will be given to the Mayor and Commissioners; no additional guests will be added to the list once the meeting has begun.
- The Mayor will call on guests, by name, to speak.
- Each guest will be given 3 minutes to speak. The City Administrator will time each guest's comments to ensure he/she stay within the allotted time limit.
- The Mayor and Commissioners may grant a guest an additional 3 minutes if the topic requires more time.
- If the Mayor/Commissioners ask questions, guests will be granted ample time to answer these specific questions. Guests will be asked to not go off topic.
- Any topics wishing to be discussed by the Mayor and/or Commissioners, may be addressed under agenda item, "Mayor/Commissioner Comments".