

**CITY OF MAYFIELD, KENTUCKY**  
**MUNICIPAL ORDER NO. 4-25**

**A MUNICIPAL ORDER REVISING THE PUBLIC COMMENT POLICY FOR  
MAYFIELD CITY COUNCIL MEETINGS**

**WHEREAS**, the City of Mayfield, Kentucky (hereinafter "City of Mayfield") previously adopted a policy outlining the rules for public comment at its monthly city council meetings; and

**WHEREAS**, the City of Mayfield now believes it is in the best interest of the City of Mayfield to revise its public comment policy for future city council meetings.

**NOW THEREFORE, BE IT ORDERED BY THE MAYFIELD CITY COUNCIL  
AS FOLLOWS:**

SECTION 1. The City of Mayfield hereby adopts the following policy with respect to the public comment period at its monthly city council meetings:

1. Members of the general public wishing to make comments at a regular city council meeting shall sign in prior to the commencement of the meeting on a sign-up sheet provided. The sign-in period will be deemed closed at the commencement of the meeting, at which time the sign-up sheet will be pulled by the Mayfield City Clerk.
2. Public comments may concern any topic which is within the scope and responsibility of the city council at any regular city council meeting. There will be no public comment period at special called city council meetings unless a public comment period is listed on the special called meeting notice/agenda.
3. Speakers must maintain decorum and respectfulness during the public comment period. It is the right of the presiding officer to cause public comments to be halted if a speaker is disrespectful, threatening, or out of order.
4. Each speaker shall be limited to speak for a total of three (3) minutes, and the total public comment period for each city council meeting shall be limited to thirty (30) minutes.
5. Before beginning their comments, each speaker must state their name and address, and, if the speaker is speaking for an organization or other group, the speaker must identify the organization represented.

SECTION 2. All other rules, regulations, and policies regarding the public comment period at city council meetings are hereby repealed with the adoption of this Municipal Order.

SECTION 3. This Municipal Order will be in full force and effect from and after the date of its adoption.

Adopted this 29<sup>th</sup> day of January, 2025.

Kathy S. O'Nan

Kathy S. O'Nan, Mayor  
City of Mayfield, Kentucky

ATTEST:

Karen Wilson

Karen Wilson, City Clerk  
City of Mayfield, Kentucky

**CERTIFICATION**

I, the undersigned, do hereby certify that I am the duly qualified and acting City Clerk of the City of Mayfield, Kentucky (the "City"), and, as the City Clerk of the City of Mayfield, Kentucky, I further certify that the foregoing is a true, correct, and complete copy of a Municipal Order duly adopted by Mayfield City Council, signed by the Mayor of the City, and now in full force and effect, all as appears from the official records of the City of Mayfield, Kentucky in my possession and under my control.

IN WITNESS WHEREOF, I have hereunto set my hand this 29<sup>th</sup> day of January, 2025.

Karen Wilson

Karen Wilson, City Clerk  
City of Mayfield, Kentucky