

Board of Public Works & Safety, Common Council

Meeting Rules

Rules of Decorum for City Council meetings. Copies of this section are also available in the City Clerk's office.

Purposes

The purpose of the Rules of Decorum are as follows:

- To ensure that meetings of the City Council are conducted in a way that allows the business of the City to be effectively conducted.
- To ensure that members of the public who attend meetings of the City Council can be heard in a fair, impartial and respectful manner.
- To ensure that meetings of the City Council are conducted in a way that is open to all viewpoints, yet free from abusive, distracting and intimidating behavior.
- To ensure that the rules governing decorum at meetings of the City Council are understood by persons attending the meetings.

Rules for Speakers

Members of the public may address the City Council at the following times during a meeting:

- During citizen comment period, if such a period is on the agenda for the meeting
- During a public hearing on an agenda item.
- At other times with the permission of the presiding officer.

Speakers must address all comments and questions to the presiding officer.

Speakers must limit their comments to 2 minutes.

Inquires from speakers about matters not listed on the agenda will either be directed to the staff or placed on a future agenda for Council consideration.

Rules for Members of the Public

Members of the public shall not engage in any of the following in the meeting room during a City Council meeting:

- Shouting, unruly behavior, distracting side conversations or speaking out when another person is talking
- Defamation, intimidation, personal affronts, profanity, or threats of violence.
- Audible use of phones, pages, radio, computers or other electronic equipment.
- Booing, hissing, foot stomping, parading, singing or other similar behavior that impedes or disrupts the orderly conduct of the meeting

Enforcement of Rules

The Rules of Decorum will be enforced in the following manner:

- The presiding officer will request that a person who is violating a rule cease the violation.
- If the violation continues, the presiding officer will warn the person that he or she will be required to leave the meeting room if the violation continues.
- If the person does not leave the meeting room, the presiding officer may order any police officer at the meeting to remove the person from the meeting room.