

City of Montrose
Resolution 292-18
Set Meeting Decorum Policy

WHEREAS, the City of Montrose has determined the need to set the following Policy for Meeting Decorum. In support of and respect for an open, fair and informed decision-making process, the City Council recognize that:

WHEREAS Civil, respectful and courteous discourse and behavior are conducive to the democratic and harmonious airing of concerns and decision making; and

WHEREAS Uncivil discourse and/or discourteous and inappropriate behavior have a negative impact on the character and productivity of the decision-making process.

WHEREAS In an effort to preserve the intent of open government and maintain a positive environment for citizen input and Council decision-making, the following Rules of Decorum have been established.

Compliance with these rules is expected and appreciated. The Rules of Decorum will be included in the agenda and will be referenced at the beginning of each council meeting and council work session by the presiding officer. A written list of the Rules of Decorum will also be printed and mounted upon the walls of the Council Chambers and the Committee Room.

Therefore, it be resolved that:

- The Mayor serves as the presiding officer of the Council, the Council President serves in the Mayor's absence.
- Citizens must be recognized by the presiding officer prior to speaking.
 - Citizens may speak only to the matter for which is being discussed and, in the case of public hearings, those matters which have been advertised and placed on the council meeting agenda.
 - In an effort to accommodate all who wish to address council at a council meeting during the Public Hearing of Those Present, while preserving a reasonable and efficient meeting schedule, each speaker will have a specified amount of time to deliver comments. Comments will be timed by the Finance Officer or designee. Speakers are expected to cease comments immediately upon end-time. Citizens will be allowed to speak for up to 2 minutes.
 - Speakers will conduct themselves in a civil and respectful manner at all times.
 - Speakers will address the presiding officer.
 - Questions to council members or city staff will be facilitated by the presiding officer.
 - Speakers will state their name and address.
 - Speakers will make an effort to speak clearly.
 - Speakers will make an effort to speak succinctly.
 - Speakers will not interrupt members of the City Council nor City Staff

- Speakers will refrain from the use of obscene language, “fighting words” likely to incite violence from the individual(s) to whom the words are addressed, or other language which is disruptive to the orderly and fair progress of discussion at the meeting.
- Speakers will refrain from making comments of a personal nature regarding others.
- Name-calling and/or obscenity is forbidden.
- Shouting, yelling or screaming is forbidden.
- Council meeting attendees (audience) will refrain from commenting, shouting, booing, clapping, stomping feet or other inappropriate and/or disruptive behavior. Brief clapping is permissible at the end of a speaker's comments.
- Council attendees (audience) should refrain from private conversation during meetings.
- Council attendees (audience) should come and go as necessary from meeting space in the least disruptive manner as possible.
- Council attendees (audience) should not interrupt or speak without being recognized by the presiding officer.
- No campaign placards, banners, or signs will be permitted in the meeting room. Other signage is permitted except signs which violate the Rules of Decorum or that block the view of other attendees.
- Exhibits, displays, and visual aids used in connection with presentations to the City Council are permitted.

It is the intent of council to maintain order and enforce Rules of Decorum for its meetings.

Disregard of these rules will be met with the following consequences:

1. The presiding officer will identify out loud the out-of-compliance behavior and request for the behavior to stop.
2. The presiding officer, Finance Officer or designee will read out loud the relevant “rule of decorum.”
3. The speaker will be asked to stop the out-of-compliance behavior.
4. If the behavior continues, the offending individual or party will be asked to leave.
5. If the offending individual does not leave, he or she will be escorted out of the building by a police officer.

All other municipal or state laws and enforcements will apply.

BE IT RESOLVED the City of Montrose hereby authorizes this Meeting Decorum Policy to take effect immediately, due to the extreme disruptions at the previous council meeting.

Passed and Adopted this 10th day of July, 2018.

ATTEST:

Paul Klaudt

Mayor

Sara Smith

Finance Officer