

1-6-9: RULES OF DECORUM FOR MEETING:

- A. Decorum: Meetings of the city council shall be conducted in an orderly manner to ensure that the public has a full opportunity to be heard and that the deliberative process of the council is retained at all times. The presiding member of the council, who shall be the mayor, mayor pro tempore or, in their absence, other member so designated by the council, shall be responsible for maintaining the order and decorum of meetings.
- B. Rules Of Decorum: While any meeting of the city council is in session, the following rules of order and decorum shall be observed:
1. Council Members: The members of the city council shall preserve order and decorum, and a member shall not by conversation or other means delay or interrupt the council proceedings or disturb any other member while speaking.
 2. City Staff Members: Employees of the city shall observe the same rules of order and decorum as those which apply to the members of council.
 3. Persons Addressing The Council: Public oral communications at the city council meetings should not be a substitute for any item that can be handled during the normal working hours of the municipal government. The primary purpose of oral communications is to allow citizens the opportunity to formally communicate with the city council as a whole, for matters that cannot be handled during the regular working hours of the city government. Each person who addresses the council shall do so in an orderly manner and shall not make personal, impertinent, slanderous or profane remarks to any member of the council, staff or general public. Any person who makes such remarks, or who utters loud, threatening, personal or abusive language, or engages in any other disorderly conduct which disrupts, disturbs or otherwise impedes the orderly conduct of any council meeting shall, at the discretion of the presiding member or a majority of the council, be barred from further audience before the council during that meeting.
 4. Members Of The Audience: No person in the audience at a council meeting shall engage in disorderly or boisterous conduct, including the utterance of loud, threatening or abusive language, whistling, stamping of feet or other acts which disturb, disrupt or otherwise impede the orderly conduct of any council meeting. Any person who conducts himself in the aforementioned manner shall, at the discretion of the presiding member or a majority of the council, be barred from further audience before the council during that meeting.
- C. Addressing The Council: At the discretion of the council, a person wishing to address the council regarding an item which is on the council meeting agenda shall submit a request on the form provided, or he or she may seek recognition by the presiding member of the council during discussion of any such item. Persons wishing to discuss a nonagenda item may seek recognition by the presiding member during the oral communications portion of the meeting. No person shall address the council without first being recognized by the presiding member. The following procedures shall be observed by persons addressing the council:

1. Each person shall step to the podium provided for the use of the public and shall state his or her name and address; the organization, if any, which he or she represents; and, if during the oral communications portion of the meeting, the subject he or she wishes to discuss.
 2. During the oral communications portion, any subject which is not deemed relevant by the council shall be concluded.
 3. Each person shall confine his or her remarks to the council agenda item or approved oral communications subject being discussed.
 4. Each person shall limit his or her remarks to three (3) minutes, unless further time is granted by the council.
 5. All remarks shall be addressed to the council as a whole and not to any single member thereof, unless in response to a question from such member.
 6. No question may be asked of a member of the council or of the city staff without permission of the presiding member.
 7. At the conclusion of an open call to the public, individual members of the council may respond up to three (3) minutes (unless further time is granted by the presiding member) to criticism made by those who have addressed the council as a whole, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, individual members of the council shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.
- D. Enforcement Of Decorum: The rules of decorum set forth above shall be enforced in the following manner:
1. Warning: The presiding member shall request that a person who is breaching the rules of decorum be orderly and silent. If, after receiving a warning from the presiding member, a person persists in disturbing the meeting, the presiding member shall order him or her, to leave the council meeting. If such person does not remove himself or herself, then pursuant to Arizona Revised Statutes section 13-3804, the presiding member may order any law enforcement officer who is on duty at the meeting as sergeant at arms of the council to remove that person from the council chambers.
 2. Removal: Any law enforcement officer who is serving as sergeant at arms of the council shall carry out all orders and instructions given by the presiding member for the purpose of maintaining order and decorum at the council meeting. Upon instruction of the presiding member, it shall be the duty of the sergeant at arms to remove from the council meeting any person who is disturbing the proceedings of the council.
 3. Resisting Removal: Any person who resists removal by the sergeant at arms shall be charged with a violation of this section.
 4. Penalty: Any person who violates any provision of this section shall be guilty of a class 1 misdemeanor pursuant to Arizona Revised Statutes section 13-2904.
 5. Motion To Enforce: If the presiding member of the council fails to enforce the rules set forth above, any member of the council may move to require him or her to do so, and an

affirmative vote of a majority of the council shall require him or her to do so. If the presiding member of the council fails to carry out the will of a majority of the council, the majority may designate another member of the council to act as presiding member for the limited purpose of enforcing any rule of this section which it wishes to enforce.

6. Adjournment: If a meeting of the council is disturbed or disrupted in such a manner as to make infeasible or improbable the restoration of order, the meeting may be adjourned or continued by the presiding member or a majority of the council, and any remaining council business may be considered at the next meeting. (Ord. 3-2003, 10-30-2003)