



HISTORIC
FRANKLIN
TENNESSEE

ITEM #12
WRKS 09/28/2010

MEMORANDUM

September 28, 2010

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator *Eric*
Shauna R. Billingsley, City Attorney
Kristen L. Corn, Staff Attorney

SUBJECT: Resolution 2010-73, A Resolution to Adopt a Decorum Policy for the City of Franklin Board Room

Purpose

The purpose of this memorandum is to present to the Board of Mayor and Aldermen for consideration Resolution 2010-73 that adopts a Decorum Policy for the City Board Room.

Background

There have been instances in the past where public meetings at the City have been somewhat contentious. This, coupled with the fact that there are currently no clear guidelines as to how participants at public meetings should conduct themselves, has led staff to discuss the implementation of a Decorum Policy (Policy) for the Board Room. This proposed Policy sets forth guidelines to ensure that the public meetings of the City are run as efficiently and orderly as possible, and also that respectful and courteous behavior is present at all times during meetings. Staff believes that the Policy as presented is both appropriate and timely.

City of Franklin Board Room Decorum Policy

- Persons will refrain from creating, provoking or participating in any type of disturbance involving unwelcome physical contact.
- Persons will refrain from behavior that will disrupt the public meeting. This includes loud noises, shouting, booing, hissing, heckling, or engaging in any other activity in a manner that disrupts or impedes the orderly conduct of the meeting or impedes the ability of the speaker to be heard by the Board/Committee.
- Persons 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.
- Persons will refrain from using audible electronic devices (including, but not limited to cellular phones, pagers, radios, personal data assistants and handheld or portable computers) while the meeting is in session.
- Signs, posters, banners and/or other display material are prohibited in the Board Room, as they may obstruct the view or safe passage of other attendees, or otherwise disturb the business of the meeting.
- Persons in the audience will refrain from the following prohibited conduct at meetings: campaigning for public office, soliciting of funds, promoting private business ventures.



- All persons shall, at the request of the Chairman, be silent.
- If, after receiving a warning from the Chairman, a person persists in disturbing the meeting, the Chairman may order that person to leave the meeting. If he does not remove himself, the Chairman may order him to be removed by a law enforcement officer.
- Weapons and other objects deemed a threat to the safety of persons at the meeting or the facility infrastructure are not allowed.
- Persons in the audience shall refrain from smoking or eating in the Board Room.
- Wearing hats, caps or other types of headgear is prohibited.
- Persons exiting the Board Room shall do so quietly.

Public Participation and Addressing the Board/Committee:

- Each speaker will have two (2) minutes to address the Board/Committee. Time limits are at the discretion of the presiding officer and may be adjusted if deemed necessary by the Chairman.
- Each speaker will submit a comment card to give a brief description of what he/she will comment upon prior to speaking. Time cannot be shared or allotted with other speakers. The allotted time of two (2) minutes shall include and commence from the beginning of the speaker's remarks and includes any time that passes during questioning or colloquy between speaker and the Chairman or Board/Committee. In the event a person representing a class or group seeks to speak on behalf of that class, group or organization, additional time may be granted to that person by the Chairman.
- Speakers will not bring to the podium any items other than a prepared written statement, writing material, or objects relative to the presentation.

Financial Impact

There is no anticipated financial impact.

Recommendation

Staff recommends approval of Resolution 2010-73 as presented.

RESOLUTION NO. 2010-73

A RESOLUTION TO ADOPT A DECORUM POLICY FOR THE CITY OF FRANKLIN BOARD ROOM

WHEREAS, the City of Franklin, Tennessee conducts many public meetings in its Board Room at City Hall; and

WHEREAS, the City does not currently have a policy addressing rules of decorum for its public meetings; and

WHEREAS, the Board of Mayor and Aldermen recognizes that civil, respectful and courteous behavior is conducive to the successful airing of concerns and decision making; and

WHEREAS, the Board of Mayor and Aldermen desires to adopt such a policy in order to ensure that the public meetings of the City are run as efficiently and orderly as possible, and to preserve the intent of open government and maintain a positive environment for citizen input and governmental decision making.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the City of Franklin, Tennessee, that the City will adopt the following Board Room Decorum Policy, which shall be posted in or directly outside the Board Room at City Hall:

City of Franklin Board Room Decorum Policy

- Persons will refrain from creating, provoking or participating in any type of disturbance involving unwelcome physical contact.
- Persons will refrain from behavior that will disrupt the public meeting. This includes loud noises, shouting, booing, hissing, heckling, or engaging in any other activity in a manner that disrupts or impedes the orderly conduct of the meeting or impedes the ability of the speaker to be heard by the Board/Committee.
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- Signs, posters, banners and/or other display material are prohibited in the Board Room, as they may obstruct the view or safe passage of other attendees, or otherwise disturb the business of the meeting.

- Persons in the audience will refrain from the following prohibited conduct at meetings: campaigning for public office, soliciting of funds, promoting private business ventures.
- All persons shall, at the request of the Chairman, be silent.
- If, after receiving a warning from the Chairman, a person persists in disturbing the meeting, the Chairman may order that person to leave the meeting. If he does not remove himself, the Chairman may order him to be removed by a law enforcement officer.
- Weapons and other objects deemed a threat to the safety of persons at the meeting or the facility infrastructure are not allowed.
- Persons in the audience shall refrain from smoking or eating in the Board Room.
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- Persons exiting the Board Room shall do so quietly.

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- Speakers will not bring to the podium any items other than a prepared written statement, writing material, or objects relative to the presentation.

IT IS SO RESOLVED AND DONE, this the ___ day of _____, 2010.

Attest:

John Schroer
Mayor

Eric Stuckey
City Recorder