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Inter-office Memo

TO: Bill Watkins
FROM: Carol Rhodes and Sheila Amin
DATE: May 26, 2009
RE: Staff Recommended Changes to R64-96; R188-81

Attached is Council Bill No. R64-96 - a resolution establishing procedures and guidelines for scheduled public comment at City Council meetings. At one time, Council expressed an interest in revisiting the procedures/guidelines for scheduled public comment.

The attached resolution includes staff's recommended changes to R64-96 (see ~~strikeout~~ and items in bold). The Wednesday deadline is consistent with the Council's recently adopted guidelines for removing a zoning related item from the consent agenda. This change also takes into consideration holidays and allows staff 24 hours to review the agenda with the Mayor and City Manager prior to finalizing the agenda and, if possible, resolving the matter at the staff level.

Other areas to consider include: when there is a controversial topic; such as tasers, Council may wish to limit the number of individuals wishing to speak on the same topic.

Also, attached is Council Bill No. R188-81 – a resolution reaffirming the rules for public hearings and comments before the City Council. The attached resolution includes staff's recommended changes to R188-81 (see ~~strikeout~~ and items in bold).

Please let us know what, if any, changes Council wishes to make to the resolutions.

Introduced by _____

Council Bill No. _____ R64-96 _____

A RESOLUTION

Establishing procedures and guidelines for scheduled public comment at City Council meetings.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. The City Council establishes the following procedures and guidelines for scheduled public comment at City Council meetings:

1. All requests for scheduled public comments must be submitted in writing to the City Manager's Office, Daniel Boone Building, ~~Fourth Floor~~, 701 E. Broadway, (~~P.O. Box N~~) **P.O. Box 6015**, Columbia, Missouri 65205.
2. Written requests must be received in the City Manager's office by noon on the ~~Thursday~~ **Wednesday** preceding the City Council meeting. Requests must contain the speaker's name, telephone number and the topic of the scheduled comment.
3. Faxed requests are acceptable. The fax number for the City Manager's office is (573) 442-8828.
4. Approximately thirty minutes will be designated for the Scheduled Public Comment section of the Council agenda. Topics for public comment will be scheduled on a first come first served basis. Speakers will have three to five minutes to address the City council as determined by the Mayor.
5. Scheduled public comments shall not be allowed on any topic related to an agenda item.
6. No person will be permitted to make scheduled public comment more often than every other month.

ADOPTED this _____ day of _____, 20____ .

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor

AGENDA

COLUMBIA MISSOURI CITY COUNCIL

Meeting of August 4, 2008 - 7:00 p.m.
City Council Chamber

I.	INTRODUCTORY ITEMS :	SUGGESTED COUNCIL ACTION :	FINAL COUNCIL ACTION :
	Roll Call		
	Approval of Previous Minutes		
	Approval and Adjustment of Agenda Including Consent Agenda		
II.	SPECIAL ITEMS :		
	None.		
III.	SCHEDULED PUBLIC COMMENT :		
(A)	Janice Curran - Tasers.		
(B)	Linda Green - Tasers.		
(C)	Katherin Murrie - Tasers.		
(D)	Carolyn E. Matthews and Dan Viets - Tasers.		
(E)	Steven Tatlow - Coordinated Regional Transportation.		
(F)	Jeff Stack - Tasers.		
IV.	PUBLIC HEARINGS :		
<u>B216-08</u>	Rezoning property located north of the intersection of East Ash Street and North Fourth Street (313 East Ash Street) from M-1 to C-2 (Case No. 8-48).	2nd Read & Vote/Mayor Memo	Passed
V.	OLD BUSINESS :		
<u>R164- 08A</u>	Officially recognizing the North Central Columbia Business District and recognizing it as an official neighborhood organization for the area described in the by laws of the District. (Tabled at the July 21, 2008 Council Meeting.)	Read & Vote/Mayor Memo	Tabled to the October 6, 2008 Council Meeting
<u>B221-08</u>	Authorizing the acquisition of easements for construction of the Clear Creek Pump Station and Force Main improvement project.	2nd Read & Vote/Mayor Memo	Passed

Introduced by _____

Council Bill No. 188-81

A RESOLUTION

Reaffirming rules for public hearings and comments before the City Council.

WHEREAS, Section 2.410 of the ordinances provides that "Prior to the final passage of any bill, other than an emergency bill, all persons interested therein shall be given an opportunity to be heard before the Council, in accordance with such rules and regulations as the Council may adopt", and

WHEREAS, this section gives the Council authority to adopt rules for conducting public hearings and to which the public must adhere in hearings before the Council; and

WHEREAS, the City Council adopted rules for public hearings and comments before the City Council on the 2nd day of May, 1977, by Resolution No. 179-77; **and, Resolution No. 188-81 on the 20th day of April, 1981; and,**

WHEREAS, the City Council is desirous of reaffirming said rules.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. That the City Council reaffirms the following rules adopted by Resolution No. 179-77 on May 2, 1977; **and Resolution No. 188-81 on April 20, 1981.**

1. The public may comment or testify on all ordinances up for final passage and at all public hearings before the City Council.
2. When public comment is in order the chair will so announce and ask that persons who desire to be heard come forward.
3. Anyone desiring to address the chair should, when recognized by the chair, step to the center podium and speak into the microphone. Persons addressing the chair should first state their name and address for the record.
4. Comments by any person are limited to **(three to)** five minutes on any one matter before the Council. Any person may be granted an additional five minutes upon request by any Council member.
5. Comments will only be received which address themselves to the subject matter before the Council and the chair may rule out of order any comments which do not address the subject before the Council. The chair shall rule out of order all comments which are irrelevant, repetitious, or are in derogation of persons, businesses, or organizations which are not the subject of the discussion before the Council.

6. The rules may be suspended from time to time on motion of the City Council.

7. Any person who is continuously called out of order by the chair, who disrupts the council meeting, or who having been admonished by the chair, continues to make remarks which are derogatory of persons, businesses or organizations which are not the subject of the discussion before the Council shall leave the Council Chamber on direction of the Mayor. Any person refusing to leave the Council Chamber when so ordered by the Mayor may be removed by the Chief of Police or his representative. An order to leave the Council Chamber may be appealed to the Council as a whole.

~~8. Smoking is not prohibited, but discouraged. Persons should use ashtrays provided and properly extinguish smoking materials.~~

ADOPTED this _____ day of _____, 20_____.

ATTEST:

City Clerk

Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor