## **Participation Procedure**

- 1. All citizens are encouraged to attend open meetings of the Chickasaw City Council.
- 2. Addressing the City Council
  - 1. Delegates are permitted to address the City Council at all regular Council meetings. No delegations shall be permitted during special meetings, unless the Council votes to suspend the rules to allow them. One person at a time is allowed to speak at the podium. The character, reputation or good name of an individual shall not be discussed in an open Council meeting.
    - 1. Persons wanting to address the City Council will place their name on the delegates list by signing up in-person prior to the meeting. The City Clerk will maintain the delegates' list and make the list available one-half (1/2) hour prior to the beginning of the City Council meeting.
    - 2. Delegates will be called in the order they appear on the list for each topic. Delegates must stand at the podium, state their name/address, and briefly describe their issue.
    - 3. If more than one person/group wants to speak on the same issue, please designate one person to speak at the podium.
    - 4. Delegates wanting to address the City Council on a public hearing item (i.e. alley vacation, etc.) will be allocated a maximum of five (5) minutes.
    - 5. Delegates wanting to address the City Council for general issues or concerns unrelated to any items on the City Council's agenda will be allocated a maximum of three (3) minutes each. The maximum time limit for all delegates wanting to address the City Council for general issues or concerns is thirty (30) minutes.
    - 6. The Mayor or the meeting chair may limit immaterial, unnecessary or redundant comments and/or presentations.
    - 7. Delegates and audience members at City Council meetings are expected to conduct themselves in a civil and respectful manner. Delegates and audience members should refrain from personal attacks against any person, name calling, and inflammatory language. The delegate shall present his/her views, concerns, suggestions, and recommendations in an objective manner, free of profanity and obscenity. Disruptive conduct may result in removal from the meeting.
    - 8. Delegates must address the City Council with their comments and should not address their comments toward fellow audience members. The City Council will not engage in a dialogue or debate with any delegate pertaining to any comments made.
    - 9. In the event a delegate is removed for disruptive conduct or violating these procedures, said delegate will not be allowed to address the City Council in an open meeting regarding general issues for 30 days. If the delegate is removed for similar conduct again, the delegate will not be allowed to address the City Council for 90 days. A third offense shall result in the delegate not being allowed to address the City Council for 6 months.
    - 10. The Public Participation item of the agenda shall be after all action items have taken place.