

CC-3

CITY OF OLATHE	Policy No.: CC-3
COUNCIL POLICY STATEMENT	Date Issued: 3-17-20
General Scope: City Council	Effective Date: 3-17-20
Specific Subject: Time Allocations and Rules of Conduct for Speakers at Public Meetings of the Olathe City Council	Cancellation Date: Until Repealed
	Supersedes No.: Listed Below

Purpose:

To set forth the general public policy objectives of the city by establishing time allocations and rules of conduct for speakers at public meetings before the Olathe City Council.

Statement of Policy:

The statement of policy is hereby incorporated with Resolution No. 20-1024.

Previous policy for Time Allocations for Speakers at Public Meetings of the Olathe City Council were established with Resolution No. 16-1008 and 03-1034 and amendment by 03-1124. The previous statement of policy for CC-3 addressed Olathe City Council Committees – Rules and Procedures was repealed with Resolution 99-1040. Establishment of previous City Council Committees and related rules and procedures were incorporated with Resolutions 16-1008, 98-1080, 98-1029, 98-1014, 97-1062 and 95-1041.

RESOLUTION NO. 20-1024

WHEREAS, Section 2.9 of Charter Ordinance No. 76 provides for Governing Body Rules of Procedure; and

WHEREAS, the Governing Body has determined that additional procedures are needed to ensure fair, efficient, and civil meetings; and

WHEREAS, the Governing Body wishes to state its expectations of conduct for speakers at meetings of the Governing Body; and

WHEREAS, the Governing Body desires that meetings be conducted in an ethical, civil, respectful, and cordial manner; and

WHEREAS, the Governing Body wants to ensure that interested parties have an opportunity to be heard at meetings of the Governing Body.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OLATHE, KANSAS:

SECTION ONE – PUBLIC HEARING ITEMS:

(A) Persons wanting to address the Governing Body at a public hearing on the Governing Body's meeting agenda will place their name on the public hearing speaker list prior to the meeting by personally signing the list, or via telephone, e-mail, or written correspondence to the City Clerk's Office. The City Clerk will maintain the public hearing speaker list and will post the list not later than one-half (1/2) hour prior to the beginning of the Governing Body meeting.

(B) Speakers will be called in the order they appear on the list for each public hearing topic. Persons unable to place their name on the public hearing speaker list may be allowed to address the Governing Body after recognition by the Mayor or the meeting chair.

(C) Persons who place their name on the public hearing speaker list in order to address the Governing Body in support or in opposition of an agenda item related to the same public hearing will be allocated five (5) minutes to address the Governing Body.

(D) The Mayor or the meeting chair may limit immaterial, unnecessary, or redundant comments or presentations or may further limit or adjust the allocation of time per speaker in the interest of allowing the Governing Body to conduct its business in a fair and efficient manner.

SECTION TWO – GENERAL ISSUES OR CONCERNS:

(A) Persons wanting to address the Governing Body for general issues or concerns which do not pertain to an item on the Governing Body's meeting agenda will place their name on the general issues or concerns speaker list prior to the meeting by personally signing the list, or via telephone, e-mail, or written correspondence to the City Clerk's Office. The City Clerk will maintain the general issues or concerns speaker list and will post the list not later than one-half (1/2) hour prior to the beginning of the Governing Body meeting.

(B) Speakers will be called in the order they appear on the general issues or concerns speaker list. Persons whose names do not appear on the general issues or concerns speaker list will not be recognized to speak. Speakers will be allocated no more than three (3) minutes to address the Governing Body regarding general issues or concerns. The total time limit for all speakers wanting to address the Governing Body for general issues or concerns is thirty (30) minutes.

(C) The Mayor or the meeting chair may limit redundant comments or presentations or may further limit the allocation of time per speaker so that everyone who wishes to address the Governing Body regarding general issues or concerns has an opportunity within the thirty (30) minutes allotted by the Governing Body.

SECTION THREE – RULES OF CONDUCT:

(A) Speakers and audience members in attendance at meetings of the Governing Body are expected to conduct themselves in a civil and respectful manner. Speakers and audience members should refrain from personal attacks against any individuals, name calling, and inflammatory language.

(B) The following conduct by speakers or audience members may result in being removed from the meeting at the request of the Mayor or meeting chair:

(1) Use of obscene language or gestures which disrupt the meeting;

(2) Yelling, shouting, chanting, clapping, stomping, speaking over a member of the Governing Body or other recognized speaker, or any other noisemaking which disrupts the meeting; or

(3) Use of signs or placards of any kind in any manner which disrupts the meeting.

SECTION FOUR: Resolution No. 16-1008 is hereby repealed.

SECTION FIVE: This Resolution shall take effect immediately.

APPROVED by the Governing Body this 17th day of March, 2020.

SIGNED by the Mayor this 17th day of March, 2020.

/s/

Mayor Pro Tem

ATTEST:

/s/

Deputy City Clerk

(SEAL)

APPROVED AS TO FORM:

/s/

City Attorney

Disclaimer: The City Clerk's Office has the official version of the Olathe City Council Policies.
Users should contact the City Clerk's Office for resolutions passed subsequent to the resolution
cited here.

[City Website: www.olatheks.org](http://www.olatheks.org)

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