

Citizen Comment Guideline and Policy

And

Public Meeting Decorum Guideline and Policy

1. Citizen Comments

- 1.1 General public comment and participation, apart from public hearing or comments requested on specific agenda items, will be scheduled for regular City Commission meetings and only during the portions of the meeting designated as “Public Comments – Not on the Agenda” on the City Commission Agenda. Public comment and participation will not be scheduled or permitted during special City Commission Meetings, except for public hearings or comments that are requested on specific agenda items during such meetings.
- 1.2 Only individuals who are (a) residents of, (b) own real property within, (c) operate a business within or (d) an employee of a business or governmental entity operated within, the City of Dickinson or the extra-territorial zoning area of the City of Dickinson, will be permitted to speak during the designated “Public Comment - Not on Agenda” portions of the City Commission meetings.
- 1.3 Each speaker will be limited to five minutes, and the time from one speaker cannot be used by another speaker. **The presiding officer may extend a speaker’s time should the presiding officer, in his/her discretion, determines that further discussion is warranted and appropriate.**
- 1.4 Comments during the “Public Comments – Not on the Agenda” portion of the meeting are limited solely to items that pertain to matters that are within the scope of municipality business. If the speaker refuses to leave the podium, this will be considered disruptive behavior.
- 1.5 Individuals who wish to speak during the “Public Comments – Not on the Agenda” portion of the agenda must state their name, address, and the subject to be addressed. **Individuals who wish to speak shall be required to sign in prior to the meeting and provide their name and address on a City approved sign-up sheet.**
- 1.6 Individuals who are not residents of the City of Dickinson must list the address of the City of Dickinson business he/she operates or is an employee of, or the City of Dickinson real property he/she owns. **Individuals who wish to speak shall be required to sign in prior to the meeting and provide their name and address on a City approved sign-up sheet.**
- 1.7 Presentations and videos will not be allowed during the “Public Comments – Not on the Agenda” portion of the meeting.

2. Public decorum

- 2.1 The following public decorum rules and guidelines shall apply to all attending or participating in meetings of the City Commission and other City committees (including planning

and zoning committee meetings), and violation of these public decorum rules and guidelines will be considered disruptive conduct, adverse to the legitimate government interest of conducting orderly, efficient, effective, and dignified public meetings:

- (A) An individual during the “Public Comments – Not on Agenda” that refuses to leave the podium after being requested to do so because the individual is not within those that may provide public comment (i.e. not a resident or business owner within the City of Dickinson), the individual’s five-minute time allotment has ended.
- (B) Outbursts, shouting, clapping, booing, hissing, interruptions, loud noises, and comments during presentation of any agenda item, discussion by the members of the public body that are meeting.
- (C) Behavior or conduct that disturbs, disrupts, impedes or interrupts presenters of an agenda item, discussion by the members of the public body or the orderly conduct of the meeting.
- (D) Behavior or conduct that creates, provokes or causes disturbances involving unwelcome physical contact or verbal abuse.
- (E) Behavior that is defamatory, abusive, harassing or unlawful.

2.2 If, in the opinion of the presiding officer of the meeting, that any of the above behavior or conduct has occurred or other conduct or behavior that disrupts or impedes the orderly and efficient conduct of the meeting has occurred, the presiding officer may provide a warning indicating the individual’s conduct is considered by the presiding officer to be disruptive conduct and further disruptive conduct by any individual in attendance at the meeting may result in the meeting being recessed until order is restored in the Commission Chambers.

2.3 If, in the opinion of the presiding officer, the disruptive conduct is so severe, the presiding officer may request the sergeant at arms or police officer in attendance to immediately remove the individual from the meeting.

Adopted and Effective: _____, 2025