

2.08.010 Meetings—Public participation.

Meetings of all municipal bodies shall be public as provided in AS 44.62.310 and AS 44.62.312. The council or other municipal body shall provide reasonable opportunity for the public to be heard at regular and special meetings. (Ord. 77-5 § 2 (part), 1977; Ord. 84-8, 1984; Ord. 86-8 § 1, 1986.)

2.09.080 Order of business.

A. The order of business for the regular meetings of the city council shall be as follows:

1. Call to order;
2. Roll call;
3. Approval of minutes;
4. Approval of consent calendar and regular agenda;
5. Staff reports;
 - a. Strategic plan report,
 - b. City manager and staff reports,
 - c. Standing committee reports;
6. Public hearings;
7. Citizens' ~~discussion~~ **comment** (~~prior notice or~~ agenda items);
8. Ordinances and resolutions;
9. Unfinished business;
10. New business;
11. Citizens ~~discussion~~ **comment** (open to public);
12. Council discussion;
13. Mayor's discussion;
14. Adjournment.

2.09.100 Addressing the council by the public.

A. Generally. The following process **shall** be utilized as a means to adequately address public concerns in a timely manner:

1. When a council member is approached by a person with a concern, the council member should ask the person if they have spoken to the department head or city manager. If not, they should be asked to do so stating that if you don't get satisfaction at that level then ask the mayor to place it on the agenda.
2. The mayor should decide whether or not the issue should be on the agenda, and direct the city manager to present written materials on the issue for the next meeting. The mayor always has the option of meeting with the individual and the city manager prior to the meeting to aid in finding a resolution.
3. The city council then has clear correspondence on the issues from the person with the concern (if possible), the city manager and possibly the mayor prior to the meeting.
4. If the person refuses to meet with the city manager and still wants to address the council they should be asked to place in writing what the problem is so that staff can prepare for the meeting. If the person refuses to

put their concerns in writing, they will have the opportunity to address the council on any subject during the second citizens discussion.

B. Public Hearings. Taxpayers or residents of the city or their authorized legal representatives may address the council in regard to matters under discussion.

C. Citizens' Discussion. Taxpayers or residents of the city or their authorized representatives may address the council by oral communication on any matters concerning the council's approved agenda; the speaker will be allowed three minutes. The chair shall have the authority to waive this formality at his/her discretion.

D. Spokesman for Group of Persons. When any group of persons wishes to address the council on the same subject matter, it shall be proper for the presiding officer to request that a spokesman be chosen by the group to address the council, and in that case, if additional members of the same group are to be presented at that time, to limit the number of persons so addressing the council so as to avoid repetition before the council. (Ord. 84-8, 1984; Ord. 86-8 § 1, 1986; Ord. 96-17 § 1, 1996; Ord. 99-03 § 1, 1999.)

2.09.110 Decorum.

A. By Council Members. When the council is in session, the council members must preserve order and decorum and no council member shall, by conversation or otherwise, neither delay nor interrupt the proceedings or the peace of the council, nor disturb any council member while speaking, nor refuse to obey the orders of the council or the person presiding.

B. By Other Persons. Any person making personal, impertinent or slanderous remarks, or who shall become boisterous while addressing the council, shall be barred from further audience at the meeting before the council by the presiding officer, unless permission to continue is granted by a majority vote of the council.

C. Enforcement. The chief of police or his designee shall be ex officio sergeant-at-arms of the council but need not be present at each meeting unless requested. Any police officer shall carry out all orders and instructions given him or her by the presiding officer for the purpose of maintaining order and decorum in the council chambers. Any person in the audience who uses loud, boisterous or profane language at a council meeting, or language tending to bring the council or any council member into contempt, or any person who persistently interrupts the proceedings of the council or refuses to keep quiet or take a seat when ordered to do so by the presiding officer, shall be deemed guilty of a misdemeanor. Upon instruction from the presiding officer, it shall be the duty of any police officer present to eject the person from the council chambers, or place him or her under arrest, or both. (Ord. 84-8, 1984; Ord. 86-8 § 1, 1986.)