



Town of Alpine

514 Resolution – August 15, 2023

A RESOLUTION TO ESTABLISH A MEETING PROTOCOL AND RULES OF DECORUM

Whereas the Town of Alpine welcomes and encourages civic participation; and

Whereas the Town of Alpine desires to support an open, fair, and informed decision-making process; and

Whereas civil, respectful and courteous discourse and behavior are conducive to the democratic and harmonious airing of concerns and decision making; and

Whereas uncivil discourse and/or discourteous and inappropriate behavior have a negative impact on the character and productivity of the decision-making process.

Whereas the Town of Alpine encourages Town Council Members to review all items on the Agenda in advance of the Town Council Meeting to ensure productive discussions; and

Therefore, be it resolved that the Town of Alpine Adopts the Meeting Protocol and Rules of Decorum herein.

Meeting Protocol and Rules of Decorum

1. Public comment is encouraged and will continue to be listed as an agenda item at every regular Town Council meeting. The public comment period will be held near the beginning of the meeting.
2. Please contact the Town Clerk a minimum of four (4) business days prior to any town Council Meeting to be placed on the agenda (Example: If the meeting is on a Tuesday you must contact the Clerk before close of business on the previous Wednesday)
 1. All documentation to be presented at a Town Meeting for Public Comment or any item on the agenda must be provided to the Town Clerk a minimum of four (4) business days prior to the town Council Meeting.
3. The Mayor will open public comment by announcing the allotted time provided for the comment period and for individual speakers. Each individual wishing to be heard during the public comment period will be given up to 3 minutes to make a comment.

4. Speaker names are called in numerical order. All speakers must speak from the podium. Please give your name and identify the item you will be addressing.
5. The public comment period will not be used to air personal grievances, make political endorsements or for political campaign purposes, nor discuss matters which are the subject of public hearings. Speakers shall address all comments to the Council as a whole and not to individual Council members. Discussions between speakers and members of the audience shall not be allowed.
6. This time is for receipt of public comment not debate. The Mayor will not enter into a dialogue with citizens. Questions from the Council will be for clarification purposes only. Public comment will not be used as a time for problem solving or reacting to comments made but, rather, for hearing the citizens for informational purposes only.
7. The Town Council may assign staff to provide information requested by a speaker during the public comment period.
8. The Town Council may elect to defer public comment on specific issues that appear on the regular agenda until that specific item is addressed.
9. Anger, rudeness, ridicule, obscene or profane language, impatience, and lack of respect for others and personal attacks are not acceptable behavior. Demonstrations in support of or opposition to a speaker or idea are not permitted in the Council Chambers. The Mayor is responsible for maintaining order. Failure to abide by this requirement may result in the forfeiture of the speaker's right to speak.

Passed, Approved, and Adopted _____.

Town of Alpine

By: _____

Eric Green, Mayor

Attest:

Monica L. Chenault, Clerk/Treasurer