

City Council Announcements

January 12, 2010

A. **For Your Information**

1. Review updates to the Rules of Decorum for City Council meetings, and a proposed policy regarding Filming, Photography and Recordings at City Council Meetings. Please see attached.

C.20 FILMING, PHOTOGRAPHY AND RECORDINGS AT CITY COUNCIL MEETINGS

- a. Salt Lake City's Information Management Services Division (IMS) films City Council meetings. The footage is available to the public on line at the Salt Lake City web site. It is considered public information. The public may also request a copy on disk.
- b. Filming of Council proceedings by individual members of the public or organizations, other than the credentialed news media, is allowed within the following limitations:
 - a. The use of cameras and recording devices shall be allowed in a manner designed to address the free expression rights, security, visual sight lines and comfort of other meeting participants.
 - b. In order to avoid distracting, intimidating or creating a potential safety concern to persons speaking at the podium, all members of the public must remain behind the audience podium, no closer than the front row and must remain seated.
 - c. Cameras may not be set up on stands as the stands may create a tripping hazard for other meeting participants.
 - d. Under no circumstances may a camera be set up in manner that blocks an aisle or doorway.
- c. Exceptions to these limitations may be made by the Council Chairperson or a majority of the Council after the requester has coordinated with City Council staff.
 - a. Council staff will consult with the security firm, Police Department, Fire Marshall and City Attorney as needed and provide information to the full Council on the request and recommended response based upon feedback received.
 - b. Exception requests must be made no less than 24 hours in advance of the meeting to allow for appropriate consideration of safety, security and legal issues.
 - c. Credentialed news media personnel working on a news assignment are exempt, because we have the opportunity to vet those representatives in advance.
- d. Photographs of ceremonial resolution agenda items that are brief, of interest to a specific segment of the audience and minimize disruption to the audience are likely to be granted.
- e. Other requests for video, photographs and / or audio recordings that can be lifted from film will likely be referred to the City's IMS Division.

Abbreviated Rules of Decorum – for use on electronic agenda copies, and posting on the Council website.

The City Council Meeting is a forum for all visitors to comfortably participate in dialogue on a variety of issues. Please observe a few rules of good manners in order to maintain the Chamber as a place where people feel comfortable to participate, and where the meeting can be conducted in an orderly fashion.

1) Abide by the two-minute time limit on all comments, 2) Be respectful of speakers by not jeering or cheering at them, 3) Demonstrate respect for others by refraining from the use of insulting or offensive language, and 4) Coordinate with a staff member for the use of props, cameras or video, and the sharing of documents.

Rules of Decorum during a City Council Meeting

The City Council Meeting is a forum for public dialogue on many issues. People may agree or disagree with arguments made there. The City Council wants people to speak out on items that concern them, and the Council wants everyone to feel comfortable when speaking or when listening to speakers.

To maintain the Chamber as a place where people feel comfortable participating in their government and so that the meeting can be conducted in an orderly fashion, please observe the following rules of civility:

- *Please open any large bags, purses or backpacks for inspection by officers before entering the City Council Chamber or the Committee of the Whole Room (Room 326).*
- *If anyone has a prop or piece of equipment integral to a presentation, please clear its use with an officer before entering the Council Chamber.*
- *If you have a camera and wish to take photos or video, please coordinate this with an officer or staff member before the beginning of the meeting.*
- *The City Council does not allow any disruptive demonstrations for or against an issue, including the waving of placards or pictures.*
- *If you have written remarks, a document, or other items you may want the City Council to review, please give them to our staff, and they will distribute them for you.*
- *Please observe a two-minute time limit so everyone may have a chance to speak.*
- *The Council expects speakers to be gracious to those with opposing views and not to slander or otherwise vilify others.*
- *The City Council expects people in the Chamber to be respectful of speakers and not jeer at them – or cheer or clap for them. In addition, speakers should refrain from using words or comments intended to incite a disruption to the meeting.*

Public Hearings

The Public Hearing section of the Council agenda is set aside for the public to comment on specific items as listed on the Council's agenda. Those in attendance are expected to follow the rules of civility as outlined above.

Public Comments to the City Council (See reverse side on how to submit your comments.)

The Public Comments section allows speakers to address the City Council on any subject. However, the City Council expects those who speak to follow the same rules of civility for speakers and listeners that those who speak at public hearings observe.

There may be times when a City Council Member may request a point of personal privilege from the Chair to ask a question or make a brief remark, but generally this portion of the meeting is designed for you to speak and the City Council to listen.