

**CITY OF COLUMBIA, ILLINOIS**

**ORDINANCE NO. 2926**

**AN ORDINANCE ESTABLISHING A POLICY WITH REGARD  
TO PERMITTING A SPECIFIED AMOUNT OF TIME TO  
ADDRESS PUBLIC OFFICIALS IN THE CITY OF COLUMBIA,  
ILLINOIS**

**Adopted by the  
City Council  
of the  
City of Columbia, Illinois  
this 17<sup>th</sup> day of January, 2012**

**Published in pamphlet form by  
authority of the City Council  
of the City of Columbia,  
Illinois, this 17<sup>th</sup> day  
of January, 2012**

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**AN ORDINANCE ESTABLISHING A POLICY WITH REGARD TO  
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OFFICIALS IN THE CITY OF COLUMBIA, ILLINOIS**

*J. Ronald Colyer*  
City Clerk

WHEREAS, the City of Columbia, Monroe and St. Clair Counties, Illinois (City") is a duly created, organized and validly existing municipality of the State of Illinois under the 1970 Illinois Constitution and the laws of the State of Illinois, including particularly the Illinois Municipal Code, and all laws amendatory thereof and supplementary thereto; and

WHEREAS, the City is subject to the terms of the regulation of the decorum requirements at City Council meetings, as well as meetings of public bodies of the City (as the term "public body" is defined in Section 1.02 of the State of Illinois' Open Meetings Act (5 ILCS 120/1.02)), by Illinois Public Act No. 096-1473; and

WHEREAS, by the said Public Act No. 096-1473, the Act amended the Open Meetings Act to state that "any person shall be permitted an opportunity to address public officials under the rules established and recorded by the public body;"

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF COLUMBIA, AS FOLLOWS:

1. The recitals contained above in the preamble of this Ordinance are hereby incorporated herein by reference, the same as if set forth in this Section of this Ordinance verbatim, as findings of the City Council of the City of Columbia, Illinois.
2. **ADDRESS BY THE PUBLIC:** Any person may address the City Council, or any public body of the City, with regard to items of proposed business under the following rules:
  - a. He or she must complete and submit to the City Clerk's office during regular office hours, but no later than 2:00 p.m. on the date of the meeting at which he or she desires to address the public body, a request form, in substantially the same form and substance as the request form attached hereto and incorporated herein as Exhibit "A".

- b. At the meeting, once called upon by the meeting's presiding officer, he or she shall rise (if not physically impaired) and state his or her name and address for the record and, unless further time is granted by the public body, limit remarks to 5 minutes. All remarks shall be addressed to the officials of the public body and not specifically to any member thereof.
  - c. No person other than the meeting's presiding officer and the person addressing the public body shall be permitted to enter into any discussion directly or through a member of the public body without the permission of the meeting's presiding officer. Any person making personal or impertinent remarks, or who shall become disruptive addressing the public body, shall be forthwith evicted from the meeting room at the direction of the meeting's presiding officer.
  - d. The Chief of Police or his authorized designee shall be the Sergeant of Arms at City Council meetings. He or she shall carry out all orders and instructions of the Mayor for the purposes of maintaining order and decorum. The Sergeant of Arms shall remove any person violating order or decorum of the meeting. Such removal may be accompanied by further prosecution for any violation of any ordinance under the City's Municipal Code.
3. That the City Clerk shall certify to the adoption of this Ordinance, and cause the same to be published in pamphlet form; and this Ordinance shall take effect and be in force from and after its approval and publication, as required by law.

Alderman Agne moved the adoption of the above and foregoing Ordinance; the motion was seconded by Alderman Ebersohl, and the roll call vote was as follows:

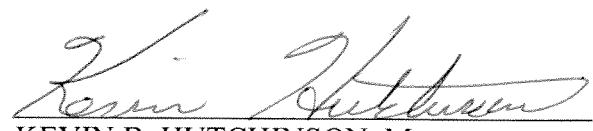
YEAS: Aldermen Ebersohl, Agne, Niemietz, Roessler, Huch, Piazza and Reis.

NAYS: None.

ABSENT: Alderman Mathews.

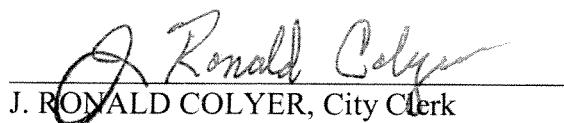
ABSTENTIONS: None.

PASSED by the City Council and APPROVED by the Mayor this 17<sup>th</sup> day of January, 2012.



Kevin B. Hutchinson  
KEVIN B. HUTCHINSON, Mayor

ATTEST:



J. Ronald Colyer  
J. RONALD COLYER, City Clerk

(SEAL)

**Exhibit "A"**

**NOTICE OF REQUEST TO ADDRESS THE CITY COUNCIL  
OR ANY PUBLIC BODY OF THE CITY OF COLUMBIA, ILLINOIS**

I, \_\_\_\_\_ (name), do hereby request to address the City Council's regularly scheduled meeting/committee meeting or (describe meeting you would like to address):

on \_\_\_\_\_ (date) to address the City Council/public body members with regards to (provide a short explanation of proposed business):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_ (month), 20 \_\_\_\_.

\_\_\_\_\_  
**Applicant's Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**Telephone Number**

**Please keep in mind that pursuant to Ordinance No. 2926 which establishes rules governing address of the City Council/public bodies of the City, all remarks must be kept to a maximum of 5 minutes, shall be addressed to the public body, and shall not be disruptive to the business of the meeting. The meeting's presiding officer is empowered to remove individuals from any meeting should they fail to adhere to the rules regarding address of any meeting(s) of the City's public bodies.**

STATE OF ILLINOIS      )  
                            ) SS  
COUNTY OF MONROE    )

**CERTIFICATE OF PUBLICATION**

I, J. Ronald Colyer, certify that I am the duly elected and acting City Clerk of the City of Columbia, Illinois.

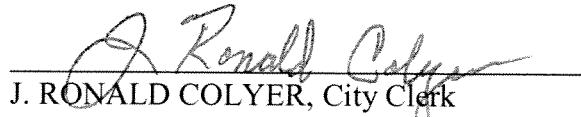
I further certify that on the 17<sup>th</sup> day of January, 2012, the Corporate Authorities of the City of Columbia, Illinois, passed and approved Ordinance No. 2926 entitled:

**“AN ORDINANCE ESTABLISHING A POLICY WITH REGARD  
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which provided by its terms that it should be published in pamphlet form.

The pamphlet form of Ordinance No. 2926, including the ordinance and a cover sheet thereof, was prepared, and a copy of such ordinance was posted in the Columbia City Hall, commencing on January 18, 2012 and continuing for at least ten (10) days thereafter. Copies of such ordinance were also made available for public inspection upon request in the office of the City Clerk.

DATED at Columbia, Illinois this 17th day of January, 2012.

  
\_\_\_\_\_  
J. RONALD COLYER, City Clerk

(SEAL)

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF MONROE )

**CERTIFICATE OF TRUE COPY**

I, J. Ronald Colyer, hereby certify that I am the duly elected and acting City Clerk of the City of Columbia, Illinois, and as such I am the keeper of the books, records, files and corporate seal of said City.

I do further certify that Ordinance No.2926 entitled:

**“AN ORDINANCE ESTABLISHING A POLICY WITH  
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to which this certificate is attached, is a true, perfect, complete and correct copy of said ordinance as adopted at a regular meeting of the Columbia, Illinois, City Council held on the 17th day of January, 2012.

IN WITNESS WHEREOF, I have made and delivered this certificate for the uses and purposes hereinabove set forth this 17th day of January, 2012.

*J. Ronald Colyer*  
J. RONALD COLYER, City Clerk

(SEAL)