



## **RULES OF DECORUM FOR FLOODPLAIN BOARD MEETINGS**

1. *Any citizen wanting to speak before the Floodplain Board must sign the sign-in sheet made available at each meeting. At the appropriate place on the agenda, the chair will recognize those persons wishing to speak. Once such citizen has been recognized, s/he should state his/her name and address.*
2. *All of the citizen's comments must directly pertain to the item on the agenda that is being discussed. Should any citizen's comments and conversation not pertain to the item, such citizen shall be asked to wait to make his/her comments when the Perkins Floodplain Board gets to that particular item on the agenda, or, if no such item appears on the agenda, it may be discussed during "Public Appearances, Petitions, Communications, and Personal Appearances."*
3. *Every citizen's conversation and comments shall be limited to five (5) minutes discussion unless such time is extended or shortened by the chair.*
4. *All questions and comments must be directed to the Board as a body and no citizen may address and/or question any individual Perkins Floodplain Board member or staff member except with the prior permission of the chair.*
5. *No gestures or activities intended to disturb the order and decorum of the Perkins Floodplain Board meeting shall be permitted.*
6. *No citizen shall speak or comment so as to distract, disturb, or interrupt any other speaker, but shall only make comments after the chair has recognized him/her and after s/he has stated name and address.*
7. *Any citizen who shall wantonly disturb the lawful assembly of the Perkins Floodplain Board meeting shall be asked by the chair to leave the meeting and, in the event that such citizen does not leave the public assembly and continues to disturb and disrupt such assembly, such person may be subject to removal from the meeting room and prosecution for disturbing a public assembly.*