

ORDINANCE NO. 2026-7

AN ORDINANCE ADOPTING FORMAL RULES OF BEHAVIOR FOR  
ATTENDEES AT MEETINGS

WHEREAS, the Common Council of the City of Columbia City desires to conduct efficient, informative, and relevant public meetings; and

WHEREAS, it is every citizen's privilege to speak and be heard at City of Columbia City Common Council meetings; however, it is the duty of the Common Council to maintain order and ensure safety at public meetings; and

WHEREAS, the Common Council wishes to establish formal rules of behavior for attendees at meetings held by public agencies in the City of Columbia City, Indiana, to ensure orderly conduct pursuant to Indiana Code 5-14-1.5-3.3.

NOW, THEREFORE, BE IT ORDAINED, by the Common Council of the City of Columbia City, Indiana, that the following is added to the codification of the City of Columbia City as Title III, Chapter 30, Section 8 (Section 30.08) and therefore Chapter 30 is amended to include the following:

§ 30.08 RULES OF BEHAVIOR FOR PUBLIC MEETINGS.

- (A) Regular meetings of the Common Council shall be held monthly at times and dates approved by the Common Council and at such other meetings as may be necessary for the transaction of the business of the city.
- (B) All meetings of the Common Council shall be announced and conducted in accordance with the state's Open Door statutes, being Indiana Code 5-14-1.5 et. seq.
- (C) Definitions. For the purposes of this ordinance, the following definitions shall apply:
  - (1) Attendee: Any individual present at a meeting held by a public agency.
  - (2) Meeting: Any gathering of a governing body of a public agency for the purpose of taking official action upon public business, as defined by Indiana Code 5-14-1.5-2.
- (D) Rules of Behavior
  - (1) Respectful Conduct: All attendees must conduct themselves in a respectful manner. Disruptive behavior, including shouting, interrupting speakers, or engaging in personal attacks, is prohibited.
  - (2) Speaking Procedures: Attendees wishing to speak must follow the procedures established by the presiding officer, including speaking only at designated times in

the agenda, adhering to time limits, and speaking only when recognized by the presiding officer.

- (3) Prohibited Items: Attendees are prohibited from bringing items that could disrupt the meeting, including but not limited to signs, banners, or noise-making devices.
- (4) Electronic Devices: All electronic devices must be silenced during the meeting. Attendees using electronic devices in a disruptive manner may be asked to leave.
- (5) Compliance with Laws: Attendees must comply with all applicable laws and regulations, including those related to public health and safety.

(E) Public Comment Periods

- (1) Scheduled Periods: Public comment periods shall be scheduled during each meeting to allow attendees to address the governing body.
- (2) Time Limits: Each speaker shall be allotted a maximum of 3 minutes to speak. The presiding officer may extend or reduce this time limit as necessary.
- (3) Relevance: Comments must be relevant to the agenda items or matters within the jurisdiction of the governing body.
- (4) Orderly Conduct: Speakers must conduct themselves in an orderly manner and adhere to the rules of behavior outlined in Section D.

(F) Enforcement

- (1) Authority: The presiding officer has the authority to enforce these rules and may take necessary actions to maintain order, including issuing warnings and requesting the removal of disruptive individuals.
- (2) Penalties: Any individual found in violation of this ordinance may be subject to penalties, including removal from the meeting and potential fines. Any individual issued 3 warnings will be automatically removed unless there is a perceived threat to self or others which would necessitate immediate removal.

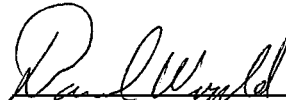
(G) Exceptions


Exceptions to these rules may be granted by the presiding officer on a case-by-case basis for specific circumstances.

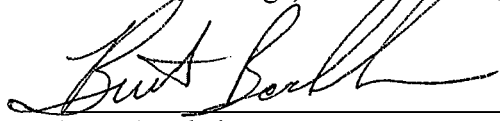
This ordinance shall take effect immediately upon its passage and publication as required by law.

PASSED AND ADOPTED by the Common Council of the City of Columbia City, Indiana, this 24<sup>th</sup> day of February, 2026.

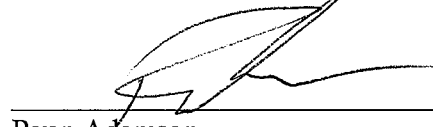
COMMON COUNCIL OF THE CITY OF COLUMBIA CITY, INDIANA, BY:

  
\_\_\_\_\_  
Daniel Weigold

  
\_\_\_\_\_  
Theodore J. Varga, Jr.

  
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Brent Bockelman


\_\_\_\_\_  
Jennifer B. Zartman-Romano

  
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Ryan Adamson

Attest:

  
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Leslee R. Robinson, Clerk-Treasurer

Approved this 24<sup>th</sup> day of February 2026.

  
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Ryan L. Daniel, Mayor  
City of Columbia City