

request of a majority of the Council, radio and television coverage may be allowed at sessions, public meetings or at public hearings. Any meeting or legislative session may be briefly recessed for the purpose of picture taking or discussions with representatives of news media. At all times representatives of news media are expected and shall maintain order and decorum in keeping with the dignity of the governmental process and shall refrain from interfering with this process.

2.6 Public Participation; Sign Limitation, Willful Disturbance and Penalties.

Reasonable seating facilities shall be provided for the general public at all sessions and public meetings, and the general public is encouraged to attend. During a session or meeting, time may be provided at the discretion of the President, or upon request of a majority of the Council present, for members of the public to address the Council on pertinent matters. Persons seeking to address the Council on a specific subject should state reasons for an appearance in writing prior to the fixing of the agenda for the Council, provided that this rule may be suspended by a majority of the Council members present. Public hearings upon pending legislation or the budget are convened for the express purpose of obtaining public participation and comment. Such hearings shall not constitute a legislative session. At all times, order and decorum shall be maintained in keeping with the dignity of the governmental process, and no person or groups shall interfere with this process, and the Council shall take all necessary steps required to maintain order.

No signs, placards, posters or attention devices of any kind or nature shall be carried or placed within the Council offices, hearing or conference rooms, nor within any building in which is located the Council office or in which the Council is meeting or conducting a public hearing. This prohibition shall not apply to armbands, emblems, badges, or other articles worn on the personal clothing of individuals, provided that such armbands, badges or emblems are of such a size and nature as not to interfere with the vision or the hearing of other persons at a meeting nor extend from the body as may cause injury to another. Any person who shall violate the provision above, relating to signs, or who shall willfully interrupt or disturb Council proceedings, after warning to desist, may be removed from the premises and shall be guilty of a misdemeanor and upon conviction by any court of competent jurisdiction, be subject to a fine of not more than \$1,000.00, or imprisonment for not more than six months, or both.

2.7 Notice.

It shall be the responsibility of the Secretary to notify members of the Council, and to make available to the general public through the news media, and furnish upon individual request of members of the public, information as to the time and purpose of all regularly scheduled and special meetings and sessions, as well as known items of agenda and matters pending before the Council.

Section 3. AGENDA.

3.1 Preparation of Agenda.

The Secretary shall, under the direction of the Council President, prepare a written agenda for each legislative session or business meeting which shall include the following, as applicable.

a. Numbers and title subject summary of all bills to be introduced and the name (s) of the Councilman introducing each bill, if any.