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ORDINANCE NO. 2024-_____

**AN ORDINANCE OF THE CITY OF CULVER CITY,
CALIFORNIA AMENDING CULVER CITY MUNICIPAL
CODE SECTIONS 3.01.130, 3.01.135 AND 3.01.145
RELATING TO RULES OF ORDER, PUBLIC MEETING
PARTICIPATION AND DECORUM**

WHEREAS, the Culver City Municipal Code (CCMC) sets forth various provisions in Chapter 3.01 relating to rules of order, public meeting participation and decorum, which have not been updated in many decades; and

WHEREAS, the purpose of establishing rules of order and decorum is to promote mutual respect, civility, and orderly conduct among elected and appointed City officials, City staff, and members of the public; and

WHEREAS, this Ordinance amends the CCMC to be consistent with current City Council and Commission, Board and Committee (CBC) meeting procedures, and to be consistent with current state law.

NOW, THEREFORE, the City Council of the City of Culver City, California **DOES HEREBY ORDAIN** as follows:

SECTION 1. Culver City Municipal Code Section 3.01.130 is hereby amended to read as follows (additions in underlined text; deletions in ~~strike through text~~):

§ 3.01.130 RULES OF ORDER.

The proceedings of the Council shall be governed by the latest edition of Roberts Rosenberg's Rules of Order, on all matters pertaining to parliamentary law, but no ordinance, resolution, proceeding or other action of the Council shall be invalidated, or the legality thereof otherwise affected, by the failure or omission to observe or follow said rules. This Section 3.01.130 shall also apply to the City's Commissions, Boards and Committees.

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2 **SECTION 2.** Culver City Municipal Code Section 3.01.135 is hereby
3 amended to read as follows (additions in underlined text; deletions in ~~strikethrough text~~):

4 **§ 3.01.135 ADDRESSING THE CITY COUNCIL, ~~COMMISSIONS,~~**
5 **~~COMMITTEES AND BOARDS.~~**

6 A. Any person may address the City Council at a public meeting on an item
7 within the subject matter jurisdiction of the City Council. The City Council may establish
8 public comment procedures, including time limits, which shall be included in the posted
9 agenda.

10 ~~Any person wishing to verbally address the City Council, Commissions, Committees,~~
11 ~~Boards or other legislative bodies (collectively “the Council”) shall first fill out a speaker’s~~
12 ~~card, including the speaker’s name and address. Upon securing the permission of the~~
13 ~~Presiding Officer to address the Council, the speaker shall approach the microphone,~~
14 ~~give his/her name and, unless further time is granted by the Presiding Officer, limit~~
15 ~~his/her comments to the time allotted by the Council. Preference to verbally address the~~
16 ~~Council shall be given to those who have notified the Presiding Officer, City Clerk or~~
17 ~~Secretary in advance of a desire to speak. Any interested party, taxpayer, resident of~~
18 ~~the city or an authorized representative may also submit written communication to the~~
19 ~~Council.~~

20 B. This Section 3.01.135 shall also apply to the City’s Commissions, Boards
21 and Committees.

22 ~~B. After a motion is made by the City Council, Commissions, Committees or~~
23 ~~Boards that the hearing is closed, no person shall address the City Council without~~
24 ~~permission.~~

25 **SECTION 3.** Culver City Municipal Code Section 3.01.145 is hereby
26 amended to read as follows (additions in underlined text; deletions in ~~strikethrough~~
27 ~~text~~):

28 **§ 3.01.145 DECORUM; ENFORCEMENT BY EX-OFFICIO SERGEANT-**
AT-ARMS

 A. *Decorum.* The purpose of the rules of decorum is to promote mutual
respect, civility, and orderly conduct among elected and appointed City officials, City
staff, and members of the public. Other rules and standards of decorum and civility may
be established by resolution of the City Council.

 1. *By Council ~~m~~Members.* While the City Council is in session, the
Council ~~m~~Members must preserve order and decorum including, but not

1 limited to, treating everyone courteously, listening to others respectfully,
2 providing fair and equal treatment for all persons and matters coming before
3 the City Council, and allowing other Council Members and members of the
4 public to speak without intimidation or interruption, and a member shall
5 neither, by conversation or otherwise, delay or interrupt the proceedings or
6 the peace of the City Council nor disturb any member while speaking or
7 refuse to obey the orders of the City Council or its Presiding Officer, except
8 as otherwise herein provided.

9 ~~2. By audience. Any person making personal, impertinent, or~~
10 ~~slanderous remarks or who shall become boisterous while addressing the~~
11 ~~Council shall be forthwith, by the Presiding Officer, barred from further~~
12 ~~audience before the Council, unless permission to continue be granted by~~
13 ~~a majority vote of the Council.~~

14 2. *By members of the public.* Members of the public are expected
15 to observe the rules of order and decorum established by the City Council,
16 including, but not limited to treating others courteously, listening to others
17 respectfully, and allow Council Members and others to speak without
18 intimidation or interruption.

19 a. No person shall disrupt a City Council meeting.

20 b. As used in this Section, “disrupting” means engaging in
21 behavior during a City Council meeting that actually
22 disrupts, disturbs, impedes, or renders infeasible the
23 orderly conduct of the meeting and includes, but is not
24 limited to, one of the following:

25 i. A failure to comply with reasonable and lawful
26 regulations adopted by the City Council pursuant
27 to Government Code Section 54954.3 or any
28 other law.

ii. Engaging in behavior that constitutes use of force
or a true threat of force.

c. “True threat of force” means a threat that has sufficient
indicia of intent and seriousness, that a reasonable
observer would perceive it to be an actual threat to use
force by the person making the threat.

B. *Removal.* The Presiding Officer of the City Council or their designee
may remove, or cause the removal of, an individual for disrupting the meeting.

1. Prior to removing, or causing the removal of, an individual, the
Presiding Officer or their designee shall warn the individual that their
behavior is disrupting the meeting and that their failure to cease their
behavior may result in their removal. The Presiding Officer or their designee
may then remove, or cause the removal of, the individual if they do not

1 promptly cease their disruptive behavior. This paragraph does not apply to
2 any behavior described in Section 3.01.145.A.2.b.ii.

3 BC. Enforcement. The Chief of Police or designee shall be ex-officio
4 Sergeant-at-Arms of the City Council. ~~He~~ They shall carry out all orders and instructions
5 given ~~him~~ them by the Presiding Officer for the purpose of maintaining order and
6 decorum in the Council Chambers. ~~It shall be unlawful for any person in the audience~~
7 ~~to use loud, boisterous or profane language at a Council meeting, or language tending~~
8 ~~to bring the Council, or any of its members, into contempt, or to persistently interrupt~~
9 ~~the proceedings of the Council, or refuse to keep quiet or take a seat when ordered to~~
10 ~~do so by the Presiding Officer.~~

11 D. Commissions, Boards and Committees. This Section 3.01.145 shall
12 also apply to the City's Commissions, Boards and Committees.

13 **SECTION 4:** Nothing in this Ordinance shall be construed to affect any suit
14 or proceeding impending in any court, or any rights acquired, or liability incurred, or any
15 cause or causes of action acquired or existing, under any act or Ordinance hereby
16 repealed or amended as cited in this Ordinance; nor shall any just or legal right or
17 remedy of any character be lost, impaired, or affected by this Ordinance.

18 **SECTION 5:** Pursuant to Section 619 of the City Charter, this Ordinance
19 shall take effect thirty (30) days after its adoption. Pursuant to Section 616 and 621 of
20 the City Charter, prior to the expiration of fifteen (15) days after the adoption, the City
21 Clerk shall cause this Ordinance, or a summary thereof, to be published in the Culver
22 City News and shall post this Ordinance or a summary thereof in at least three (3) places
23 within the City.

24 **SECTION 6:** The City Council hereby declares that, if any provision,
25 section, subsection, paragraph, sentence, phrase or word of this Ordinance is rendered
26 or declared invalid or unconstitutional by any final action in a court of competent
27 jurisdiction.

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jurisdiction or by reason or any preemptive legislation, then the City Council would have independently adopted the remaining provisions, sections, subsections, paragraphs, sentences, phrases, or words of this Ordinance, and as such they shall remain in full force and effect.


APPROVED and ADOPTED this _____ day of _____, 2024.

YASMINE-IMANI MCMORRIN, Mayor
City of Culver City, California

ATTEST:

APPROVED AS TO FORM:

JEREMY BOCCHINO
City Clerk



HEATHER BAKER
City Attorney