

ORDINANCE 23-21

AN ORDINANCE AMENDING SECTION 1-102 OF THE SPRINGFIELD MUNICIPAL CODE RELATIVE TO THE REGULAR ORDER OF BUSINESS FOR MEETINGS OF THE BOARD OF MAYOR AND ALDERMEN

Whereas, Public Chapter 300 recently passed the 113th General Assembly for the State of Tennessee and has been signed into law by the governor; and

Whereas, the aforementioned public chapter requires each local governing body to reserve a period for public comment to provide the public with the opportunity to comment on matters that are germane to the items on the agenda for the meeting; and

Whereas, the governing body may put reasonable restrictions on the period for public comment, such as the length of the period, the number of speakers, and the length of time that each speaker will be allowed to provide comment.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of Springfield, Tennessee as follows:


Section 1. Springfield Municipal Code Section 1-102 is hereby amended to include a period of public comment as a regular order of business item to read as set forth in 'Exhibit A' attached.

Section 2. The Board of Mayor and Aldermen hereby adopts the following policy and procedure for the public comment period to read as set forth in 'Exhibit B' attached.

Section 3. All ordinances, resolutions and policies in conflict herewith are rescinded to the extent of the conflict only.

Passed on 1st reading June 20, 2023

Passed on 2nd reading July 18, 2023



Ann Schneider, Mayor



Lisa H. Crockett, City Recorder

Ordinance 23-21
'Exhibit A'

1-102. Order of business. At each meeting of the Board of Mayor and Aldermen, the following regular order of business shall be observed unless dispensed with by a majority vote of the members present:

- (1) Call to order by the mayor.
- (2) Pledge of allegiance.
- (3) Approval and/or correction of minutes of the previous meeting.
- (4) Public comment period.
- (5) Legislative items.
- (6) Administrative items.
- (7) Consent agenda.
- (8) City managers report.
- (9) Adjournment.

Ordinance 23-21
'Exhibit B'

Policy and Procedure for Public Comment Period

Section 1. Notice

The City of Springfield shall publish on each notice of a regular meeting of the board of mayor and aldermen the following language.

“Any member of the public that wishes to address the board of mayor and aldermen regarding any item on the agenda for this meeting must register at springfieldtn.gov/comment no later than 12:00pm on the day prior to the meeting. Spaces are available on a first-come, first-served basis.”

No registration request sent after 12:00pm on the day prior to the meeting shall be added to list by the staff. This does not preclude the board of mayor and aldermen from soliciting additional public comment from members of the audience at the meeting when it may be helpful to decide matters affecting the citizenry.

Section 2. Registration

Members of the public wishing to participate in the public comment period for a particular meeting shall visit springfieldtn.gov/comment to complete a registration form consisting of the following:

- Full Legal Name
- Telephone
- Address
- Email Address
- Individual or Organization (and name of organization, if applicable)
- The topic of your presentation, and its relationship to the particular item of business before the Springfield Board of Mayor and Alderman.

The City Clerk will process registrations in the order in which they are received. The first fifteen (15) registrants that are consistent with the criteria of Public Chapter 300 and this policy will be placed on the list for public comment. The City Clerk shall send electronic confirmation via e-mail to those that are properly registered by 4:30pm the day before the meeting, as well as to those that are not confirmed stating the reason for the denial. Any member of the public needing an accommodation for registration due to disability may contact the City Clerk for assistance.

Section 3. Comment Time, Length of Period, & Number of Speakers

Each speaker will be allowed two (2) minutes to address the governing body. The maximum number of speakers during the public comment period shall not exceed fifteen (15) for any one regular meeting in order to allow to the comment period to not exceed thirty (30) minutes.

Section 4. Comments

Pursuant to Public Chapter 300 of the 113th Tennessee General Assembly, comments are limited to those that are germane to items on the agenda for the meeting in which the public comment period is being held. Members of the public shall refrain from personal attacks, offensive or obscene language, and any speech which would be a violation of law.

Section 5. Process

Members of the public who have properly registered with the City Clerk will be recognized by the Mayor. The speaker will move to the podium, state their name and address, and will have up to two (2) minutes to address any item on that meeting's agenda. The Mayor will conclude the speaker's time once the two (2) minutes has expired.

Section 6. Amendments, Compliance, and Governance

This policy may be amended administratively by the board of mayor and aldermen at any time. Should any provision of this policy be determined to be void, invalid, unenforceable, or illegal for whatever reason, such provision(s) shall be null and void; provided, however, that the remaining provisions of this policy shall be unaffected thereby and shall continue to be valid and enforceable until such time as revoked or amended by the board of mayor and aldermen.

A speaker that violates or fails to comply with one or more of the provisions of this policy may be subject to punitive action such as suspension from future comment, criminal prosecution (if applicable), etc.