

CITY OF GREENSBORO CITY COUNCIL
POLICY ON PROCEDURES AND RULES OF DECORUM
ADOPTED ON FEBRUARY 3, 2026

General Information

The North Carolina Building and Fire Safety Code has determined the Katie Dorsett Council Chamber capacity is 170. All weapons are prohibited. No food, beverages or smoking allowed. Service Animals welcomed, all other pets prohibited. (Ordinances 10-6, 18-25, and G.S. 168-4.2)

Public Comment Schedule

The City of Greensboro City Council encourages resident input. Individuals may speak during the public comment period on the 1st Tuesday of each month @ 5:30 P.M. during the City Council meeting. For most up-to-date meeting updates, including time or location changes or cancellations, please visit the [City Council Meeting Schedule](#).

Comment on Agenda Items

Individuals may sign up to speak to specific consent or business agenda items. City Council meeting agendas are historically posted online, <https://www.greensboro-nc.gov/councilmeetings> on Thursday before a Tuesday meeting. Agenda item reference numbers should be indicated as the alphabetical assignment and the number associated with said alphabetic letter. EX: G.1., H.1., I.1. etc.

Deadlines and How to Participate

1. Speakers shall provide a valid name, address, phone number and email address when registering to speak at a Council meeting. The subject will be noted and if it requires action or a request, the City Clerk and/or the City Manager will note as such and provide steps for any required response or after action.
2. **Written Comment Only.** Residents wishing to provide **written comments only** for public comment period or regarding agenda items, may [complete the Public Speaker Form](#) or [Interact with Council Council](#) by 5 P.M. the day **before** a Council meeting. Comments are provided to City Council for consideration prior to the meeting.

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3. **Speak in person.** If residents wish to speak in person during the public comment period, you may sign up in advance **by 5 P.M.** the day **before** a Council meeting using the online form here [Public Speaker form](#). Residents may also register to speak the day of the meeting when the Council Chamber opens with the Courier and must be signed up by 5:30 P.M.

4. **Speak via Zoom.** Residents that wish to speak **via Zoom**, must sign up in advance **by 5 P.M. the day before** a Council meeting using the [Public Speaker form](#). Speakers will be allotted a Zoom link that is unique to that speaker's email address. Zoom links are not to be shared. Any resident that attempts to sign into the Zoom meeting, that has not been properly registered, will not be allowed into the Zoom room. Zoom links will not be provided for residents that wish to observe the meeting. View options are provided in [How to Watch Council Meetings](#).

Procedures for Speaking

North Carolina Law requires that all municipal governing bodies provide at least one public comment period a month during a regular meeting. See N.C. Gen. Stat. § 160A-81.1. The Greensboro City Council will entertain a public comment period at the 1st Tuesday of the month meeting during the "Public Comment Period". This portion of the agenda is not intended for public hearings. [Sign up for public hearings](#).

Residents wishing to provide public comment shall adhere to the following procedure:

1. Complete the [Public Speaker form](#) by 5 P.M. the **day before** the Council meeting or register with the Courier in the Council Chamber by 5:30 P.M. the day of the meeting (doors open at 5 P.M.).

2. To be added to the list of speakers, an individual must provide a valid name, physical address, phone number, and email address. Speakers will also be required to acknowledge the Rules of Decorum as set out by the City of Greensboro.

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3. Speakers may, but are not required to, provide additional information about the topic of discussion. All materials for distribution to City Council must be provided to the City Clerk via email by 12 noon on the day of the meeting (Tory.Frink@greensboro-nc.gov) or to the Courier upon arrival (prior to 5:30 P.M.) to the Council Chamber.

4. **All electronic materials (videos, tapes, cds) must be emailed to the City Clerk by 12 noon on the day before the meeting.** This requirement is associated with technology security needs, to prevent compromise of the City computer network, and to maintain decorum.
 - Disclaimer on videos/electronic materials and written handouts: Speaker may have the city IT team play videos that have already been sent into the City Clerk by 12 noon the day before the council meeting for IT security protocol check. Any videos, media or supplemental documents utilized by speakers during the meetings are not reviewed or verified by the city for accuracy, completeness, or authenticity. The city does not endorse or adopt the content and all opinions and views expressed are solely those of the speaker.

5. The City Clerk will provide a list of people that have pre-registered to the Council on meeting days. The order in which speakers are called to speak is at the discretion of the Mayor or presiding officer.

6. Speakers will be allotted 3 minutes each and may not relinquish any remaining time to another speaker. Speakers are limited to three (3) minutes only to speak, play a video, and/or refer to supplemental materials – in whatever order the speaker chooses but they will only be allowed three (3) in totality to present. If there are more than twenty-five (25) speakers signed up to speak the time will be reduced to 2 minutes each.

Rules of Decorum

Public input and participation are of the utmost importance to Greensboro City Council. The Council encourages individuals to use the public comment period to bring attention to community concerns and events.

It is the goal of the City Council that the Katie Dorsett Council Chamber is a welcoming space and that residents feel empowered to bring issues of concern before their elected officials.

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North Carolina General Statute § 160A-81.11 allows the City Council to adopt reasonable rules which govern the conduct of the public comment period, including rules to maintain order and decorum. The Rules of Decorum, set forth below, are not intended to limit the content of the speaker's message but are instead to ensure that this part of the Agenda is conducted in a civil and orderly manner.

1. The City of Greensboro is committed to promoting an environment that is free of discrimination, bias and bullying. Therefore, speakers shall refrain from personal attacks and/or threats directed toward City Council, City staff or members of the public. To maintain a safe space for all speakers, members of the audience or speakers from the podium who intentionally disrupt the meeting or ridicule other speakers will be given a warning, and if unheeded, they will be removed from the meeting. That person will be suspended from in person participation for a minimum of three months. To preserve their right to free speech they can attend virtually by zoom, by phone or may submit comments via email.
2. Speakers shall be civil and courteous in their language and presentation. Insults, profanity, use of vulgar language or gestures or other inappropriate behaviors that are **directed at** the Council, audience or city staff are **not** allowed. Speakers that disrupt the meeting in this manner will be given a warning, and if unheeded, will be removed from the meeting as stated in # 1.
3. Speakers **shall** address Council **ONLY** during the public comment period. Speakers **shall not** address, direct comments at or respond to members of the audience. Speakers shall not address or direct comments to the staff of the City of Greensboro. Violation of this policy will result in the immediate loss of the rest of the speaker's allotted time.
4. All electronic devices should be turned off or turned to silent mode. If you must make or receive a phone call, please do so from outside the Chamber.
5. Speakers are allowed to address council at the discretion of the Mayor or presiding officer, on consent or business agenda items at both the 1st and 3rd Tuesday meetings. During the first meeting of the month, time is dedicated

for speakers to address council on non-agenda items during the public comment period.

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6. Speakers are allotted three (3) minutes for comments. The Mayor or presiding officer **may, in their discretion**, increase or decrease this time allocation.
7. Speakers may not share or relinquish any remaining time they have not used to another speaker.
8. Speakers are only allowed to speak one time during the Public Comment period.
9. Public Comment is an opportunity for Council to hear from Residents and not necessarily for a dialogue between speaker and council. It is the intention of Council to hear from residents during this time. The subject will be noted and if it requires action or a request, the City Clerk and/or the City Manager will note as such and provide steps for any required response or after action.
10. A resident may speak only if they have signed up to speak in accordance with the City's procedures outlined above. Speaker substitutions at the meeting are not allowed.
11. All speaker written handouts that have not already been provided should be provided to the City Clerk or Courier prior to 5:30 P.M. to be distributed to Council.
12. Residents are not allowed to approach the Council Dias, unless invited to do so by City Council.
13. Zoom participants shall mute their microphones until they are called upon to speak. All meeting attendees, including Zoom participants, are expected to respect speakers and Council deliberations.
14. The Mayor, or presiding officer, has the authority to interpret and enforce the Rules of Decorum. Failure to obey these Rules may result in the forfeiture of

the remaining speaking time. Speakers who engage in egregious or repeated violations will be removed from the meeting as stated in #1.

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Policy on ban limits from city council meetings and the building during meeting hours

ALL SPEAKERS ARE EXPECTED TO ADHERE TO ESTABLISHED RULES OF DECORUM. ANY INAPPROPRIATE OR DISRUPTIVE CONDUCT WILL RESULT IN IMMEDIATE REMOVAL.

1. **First Violation:** 3-month suspension from in-person participation/attendance in the building during city council meeting hours at the Mayor's or presiding officers' discretion.
2. **Second Violation:** 6-month suspension from in-person participation/attendance in the building during city council hours at the Mayor's or presiding officers' discretion.
3. **Third Violation:** 12-month suspension from in-person participation/attendance in the building during city council hours at the Mayor's or presiding officers' discretion.
4. Any issue involving a physical altercation with the speaker, personal attacks or vulgar language toward council or anyone in the audience to include city staff, at the Mayor's or presiding officer's discretion may result in an immediate 12-month suspension from the building during city council hours.
5. Any ban that involves the action any violation of state criminal laws may subject the individual to criminal charges.
6. Those suspended from in-person participation will retain the ability to attend virtually via zoom, ensuring their right to free speech. If personal attacks or vulgar language occurs via zoom, at the Mayor or presiding officer's discretion the Zoom will be muted.

How to watch Greensboro City Council meetings

Greensboro City Council meetings are available:

- City's website: <https://www.greensboro-nc.gov/council-meetings>
- City's live stream: <https://video.isilive.ca/greensboro/live.html>
- City's YouTube Live stream: <https://www.youtube.com/user/CityofGreensboroNC>
- Greensboro Television Network (GTN) live on Spectrum channel 13 with a digital cable box, Lumos channel 31, AT&T U-verse channel 99.
- Roku Streaming: GTN is available on the Roku streaming platform by going to "add channels" and searching for Greensboro Television Network.