

## Public Comment Period Policy

The public comment period policy will allow “any citizen” to speak at the first Council meeting of each month, which will reserve the second Council meeting of each month for Public Hearings, with these provisions:

- (1) Only one public comment period per month is required and the City Council will provide a public comment period at the first Council meeting of each month.
- (2) Each speaker will be given three (3) minutes to present the speaker’s comments after identifying himself/herself by name and address.
- (3) If a group wishes to speak, the group will be instructed by the Mayor to designate a maximum of two spokespersons to speak on behalf of the group. A “group” is defined as more than two people in attendance wishing to address a similar topic.
- (4) The total public comment period will not exceed thirty (30) minutes at any regularly scheduled Council meeting.
- (5) The Mayor will take reasonable steps to maintain order and decorum during the public comment period and speakers are expected to present their comments consistent with the maintenance of order and decorum.
- (6) The same speaker will be allowed to speak once per quarter on the same topic, but the same speaker may speak on a different topic at each meeting.
- (7) Speakers will be allowed to speak on any relevant matter and “relevant matter” is defined as a matter which is within the authority of the City Council to decide and not privileged by law (such as personnel matters).
- (8) Speakers wishing to speak on a public hearing or conditional use that is listed on the agenda will be asked to comment on those items during the public hearing itself.

This policy would become effective April 20, 2020.

\*Amended April 6, 2020