

TOWN OF SILER CITY BOARD OF COMMISSIONERS PUBLIC COMMENT POLICY

1. Policy Purpose

To establish a policy for citizens to appear before the Board of Commissioners at their second regular meeting each month.

2. Coverage

This policy, upon adoption by the Board of Commissioners, shall remain in effect until such time that it is altered, modified, or rescinded by the Board of Commissioners.

3. Policy

- a. Anyone desiring to address the Board must sign up with the Town Clerk prior to 6:55 p.m. on the meeting night by giving their name, address and a short description of the topic on the sign up sheet located in the Council Chambers.
- b. The Public Comment portion of the agenda will be placed at the beginning of the agenda but after all Public Hearings.
- c. Each speaker must be recognized by the Mayor or Board Chair as having the exclusive right to be heard.
- d. Comments are limited to three (3) minutes per speaker. A speaker cannot give their allotted minutes to another speaker to increase that person's allotted time.
- e. Maximum of three (3) participants on the same subject. It is recommended that if there are several people who wish to speak on the same subject that they choose one person to speak for all.
- f. The time allotted for Public Comment will be 15 minutes. The Board can choose to extend the time for public comment, by a majority vote, an additional 15 minutes; for a maximum time limit of 30 minutes for public comments.
- g. Individuals, who sign up but cannot speak because of time constraints, will be carried to the next public comment agenda of the Board of Commissioners meeting and will be given priority.

Public Comment Policy

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- h. For clarification, the Board of Commissioners may ask the speaker questions.
- i. The Board of Commissioners will not take action on an item that is presented during Public Comment.
- j. The public can address the Board on any issue other than public hearing items and those that would be covered in closed session, which would include but not be limited to attorney/client privilege, personnel, land acquisition and contract negotiations.
- k. Anyone desiring to address the Board of Commissioners on a specific concern requiring more effective and informed action by the Board should contact the Town Clerk at least two (2) weeks prior to the first Monday of the month for the topic to be reviewed for consideration to be placed on the agenda. Whenever possible staff will address the concern directly, but if staff cannot address the issue then it will be placed on the agenda as early as is practicable. The person making the request should provide sufficient information pertaining to their concerns to allow the Board to review the citizen concerns and/or request.
- l. Any persons making inappropriate or abusive remarks while addressing the Town Board shall be barred from further comment and may be removed from the meeting at the Mayor's discretion.

July 18, 2005
Date

Charles L. Turner
Charles L. Turner - Mayor

ATTESTED:

{SEAL}

Karen Alman
Karen Alman - Town Clerk

