

## **RULES GOVERNING THE PUBLIC COMMENT PERIOD DURING CITY COUNCIL REGULAR MEETINGS**

1. A Public Comment Period shall be placed on the agenda of each City Council Regular Meetings. Said agenda item shall occur following any recognitions such as Proclamations or recognitions of citizens and groups, but no later than before the start of the Consent Agenda considered by Council during the meeting.
2. Each person desiring to speak during the Public Comment Period shall sign up to speak prior to the start of the meeting on the form provided by listing their name and topic on which he or she will speak.
3. A total time of thirty (30) minutes will be allotted for the Public Comment Period at the end of which those who signed up to speak may be requested to hold their comment until the next regular Public Comment Period during which they will be given priority for comment. Council, in its discretion, may extend the time allotted for Public Comment.
4. Each speaker shall be allotted up to three (3) minutes to speak which shall be strictly observed unless otherwise extended at the discretion of the Council.
5. Speakers shall at all times maintain proper decorum and shall make their comments in a civil manner. Speakers shall remain at the podium to make comments and not approach Council or staff without the express invitation of the Mayor or presiding officer.
6. At the request of Council, groups of persons supporting or opposing the same positions may be asked to designate a spokes person to speak.
7. Speakers shall not speak on any topic which is the subject of a public hearing on the same agenda.
8. Council will refrain from engaging in a dialogue with speakers except to the extent necessary to clarify the speaker's position.
9. No formal action will be taken by Council during the same meeting on any matter which was initially introduced during the Public Comment Period.
10. Council shall not restrict the subject matter of any comment based on content in any way except as provided herein.