



City of Salisbury

North Carolina

RESOLUTION ESTABLISHING RULES OF PROCEDURE FOR PUBLIC COMMENT PERIODS

WHEREAS, the Salisbury City Council encourages all citizens to participate in the public process and values their input, ideas and suggestions; and

WHEREAS, the Salisbury City Council holds a Public Comment period during its second regularly scheduled meeting of each month.

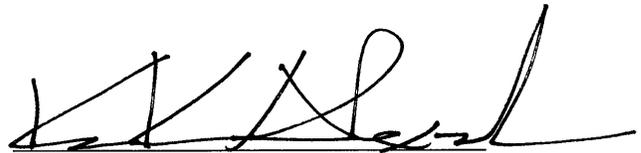
WHEREAS, the Salisbury City Council wishes to be fair and equitable to all citizens and to maintain order and decorum during the conduct of public meetings.

NOW, THEREFORE BE IT RESOLVED, that the Salisbury City Council establishes the following Rules of Procedure for Public Comment Periods:

1. Each speaker must sign-in to speak during the Public Comment Session. The sign-in sheet will be available until the Public Comment Session begins.
2. Each speaker will have a maximum of three minutes to speak. As the presiding officer, the Mayor has the discretion to grant additional time in special circumstances.
3. A speaker may yield his/her time to another speaker provided the speaker has signed in for the Public Comment Session, but no more than two speakers may combine time, and the same speaker may speak only once per Public Comment Period. In order to avoid repetitiveness, groups should elect a spokesperson to speak on their behalf.
4. Any related documents, printed comments, or materials the speaker wishes to distribute to Council shall be provided to the City Clerk.
5. Speakers will address Council from the speakers table using the microphone provided.
6. Public comment is not intended to require the Council to answer impromptu questions. The Council will not take action on an item presented during Public Comment. When appropriate, the Council may refer inquiries and items discussed during Public Comment to the City Manager for follow up.
7. Speakers will discuss matters which are within the jurisdiction of the Salisbury City Council.
8. Speakers will not discuss matters regarding the candidacy of any person seeking public office, including the candidacy of the person addressing Council.

9. Speakers will be courteous in their language and presentation. Personal attacks will not be tolerated and will be deemed out of order.
10. Signs no larger than two square feet are permitted provided that they do not block the view of spectators, staff and City Council members. Signs shall not be mounted on a pole, stick or handle. Signs shall be made of paper, card stock, poster board or cardboard. All sign surfaces shall be flat, non-reflective materials. Signs shall not be shaken, waved or moved vigorously so as to disrupt the meeting.
11. No person shall enter the dais except upon the specific invitation of the Mayor or member of Council.

Adopted this the 4th day of April 2017.



Karen K. Alexander, Mayor



Kelly Baker, Deputy City Clerk

