

# City of Gustavus Policies and Procedures

## Public Comment Policy

### **POLICY:**

The City Council and all committee, boards and departments of the city shall provide a time during the conduction of a meeting to hear input from the audience on non-agenda items. It will be the prerogative of the Chair of the several committees, boards, departments and the council to determine the parameters, times and limits to audience comments of agenda items.

### **PROCEDURE:**

The city council, all committees, boards, and departments will post within five (5) days of a meeting the agenda of that meeting to include a time for public comment on Non-Agenda items and items where expert testimony will be delivered to that body. Comments on Agenda items may be taken during discussion of matters important to audience. Meetings are meant to be a time of deliberation by the members of the council, committee, board or department but when time permits and audience participation is germane to the work of the body, input may be accepted.

The city council and other groups working for the city are usually the most knowledgeable of past discussions of topics before the deliberating body but when experts or those closely involved with the topic are present, it may be in the best interest of the body to accept input during agenda items.

Work sessions of all groups are meant to consider situations and to provide work time on issues important to the body. This is a time for group work and little time need be taken by audience participation unless deemed appropriate by the chair.

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Signed

Mayor of the City of Gustavus

Date