PUBLIC COMMENT POLICY

- Persons who wish to address the Council during this Public Comment Period will register on a sign-up sheet available on a table inside the entrance door to Assembly Hall indicating contact information and topic. A sign-up sheet will be available beginning thirty (30) minutes before the start of the meeting. No one will be allowed to have his/her name placed on the list by telephone request to Village Staff.
- Speakers will be acknowledged by the Mayor, or other presiding officer, in the order in which their names appear on the sign-up sheet. Speakers will address the Council from the lectern at the front of the room and begin their remarks by stating their name and address.
- Public comment is not intended to require the Council to answer any impromptu questions. Speakers will address all comments to the Council as a whole and not one individual Councilmember, nor to the attending public. Discussions between speakers and members of the audience will not be allowed.
- Speakers will be courteous in their language and presentation. Matters or comments which are harmful, discriminatory or embarrassing to any citizens, official or employee of the Village of Pinehurst shall not be allowed. Speakers must be respectful and courteous in their remarks and must refrain from personal attacks and the use of profanity.
- Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with the Village Clerk.
- Speakers shall not discuss any of the following: matters which concern the candidacy of any person seeking public office, including the candidacy of the person addressing the Council; matters which are closed session matters, including but not limited to matters within the attorney-client privilege, anticipated or pending litigation, personnel, property acquisition, matters which are made confidential by law; matters which are the subject of public hearings.

	VILLAGE OF PINEHURST **STANDARD PROCEDURE**	
SUBJECT:	Public Comment Policy	Effective: , 2021
Department:	Administration	Policy No.: --
Prepared by:	Kelly Chance	Revised:
Approved by:	Village Council	# of Pages: 2

DRAFT

PURPOSE: The purpose of this policy is to:

Create a procedure, in accordance with North Carolina General Statute 160A-81.1, to allow members of the public to address the Village of Pinehurst Council.

POLICY: The Village of Pinehurst Village Council is committed to allowing members of the public an opportunity to offer comments and suggestions to the Village Council for the efficient and effective administration of government. In addition to public hearings, special time is set aside for receiving such comments and suggestions. All comments and suggestions addressed to the Council during Public Comment Periods shall be subject to the following procedures:

- Persons who wish to address the Council during this Public Comment Period will register on a sign-up sheet available on a table inside the entrance door to Assembly Hall indicating contact information and topic. A sign-up sheet will be available beginning thirty (30) minutes before the start of the meeting. No one will be allowed to have his/her name placed on the list by telephone request to Village Staff.
- Speakers will be acknowledged by the Mayor, or other presiding officer, in the order in which their names appear on the sign-up sheet. Speakers will address the Council from the lectern at the front of the room and begin their remarks by stating their name and address.
- Public comment is not intended to require the Council to answer any impromptu questions. Speakers will address all comments to the Council as a whole and not one individual Councilmember, nor to the attending public. Discussions between speakers and members of the audience will not be allowed.
- Speakers will be courteous in their language and presentation. Matters or comments which are harmful, discriminatory or embarrassing to any citizens, official or employee of the Village of Pinehurst shall not be allowed. Speakers must be respectful and

courteous in their remarks and must refrain from personal attacks and the use of profanity.

- Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with the Village Clerk.
- Speakers shall not discuss any of the following: matters which concern the candidacy of any person seeking public office, including the candidacy of the person addressing the Council; matters which are closed session matters, including but not limited to matters within the attorney-client privilege, anticipated or pending litigation, personnel, property acquisition, matters which are made confidential by law; matters which are the subject of public hearings.

Approved by:

_____ _____

John C. Strickland, Mayor Date

Resolution # 20- ?? _____

Village Council, Resolution Date

DRAFT

Prior Discussion

	VILLAGE OF PINEHURST **STANDARD PROCEDURE**	
SUBJECT:	Public Comment Policy	Effective: March 24, 2020
Department:	Administration	Policy No.: 45
Prepared by:	Beth Dunn	Revised:
Approved by:	Village Council	# of Pages: 2

PURPOSE: The purpose of this policy is to:

Create a procedure, in accordance with North Carolina General Statute 160A-81.1, to allow members of the public to address the Village of Pinehurst Council.

POLICY: The Village of Pinehurst Village Council is committed to allowing members of the public an opportunity to offer comments and suggestions to the Village Council for the efficient and effective administration of government. In addition to public hearings, special time is set aside for receiving such comments and suggestions. All comments and suggestions addressed to the Council during Public Comment Periods shall be subject to the following procedures:

*Dropped this
- A Public Comment Period will be held at the beginning of each regular Council meeting. The comment period will be limited to a maximum of thirty (30) minutes.
- Persons who wish to address the Council during this Public Comment Period will register on a sign-up sheet available on a table inside the entrance door to Assembly Hall indicating contact information and topic. A sign-up sheet will be available beginning thirty (30) minutes before the start of the meeting. No one will be allowed to have his/her name placed on the list by telephone request to Village Staff.

*Dropped this
- If the thirty (30) minutes allocated to the Public Comment Period have not expired after the individuals who have registered have spoken, individuals who fail to register before the meeting may speak. If time remains, the Mayor, or presiding officer, will ask if any other persons wish to address Council. An individual wishing to speak should raise his or her hand. After being recognized, the individual should state his or her name, address, and the topic to be addressed.
- Speakers will be acknowledged by the Mayor, or other presiding officer, in the order in which their names appear on the sign-up sheet. Speakers will address

the Council from the lectern at the front of the room and begin their remarks by stating their name and address.

Kept and added verbiage

- Each person signed up to speak will have three (3) minutes to make his/her remarks.

*Dropped this

- If the time period runs out before all persons who have signed up get to speak, those names will be carried over to the next Public Comment Period at the next regularly scheduled Village Council meeting.
- Speakers who have prepared written remarks or supporting documents are encouraged to leave a copy of such remarks and documents with the Village Clerk.

Kept and added verbiage

- Items that are scheduled to be the subject of public hearings conducted at the same meeting shall not be discussed during the Public Comment Period.

Kept and Combined

- Public comment is not intended to require the Village Council or Staff to answer any impromptu questions.
- Speakers should address all comments to the Council as a whole and not to individual Councilmembers or the assembled public.

Kept and Combined

- Comments, questions, or jeering from the audience are not allowed. Speakers shall likewise not address or respond to members of the audience.
- Speakers must be respectful and courteous in their remarks and must refrain from personal attacks and the use of profanity.
- Information sheets outlining this Public Comment Policy will also be available in the sign-in area of Assembly Hall.

Approved by:

_____ _____

John C. Strickland, Mayor Date

Resolution # 20- 05 _____

Village Council, Resolution Date

DRAFT