

## **HIGHLANDS RECREATION DISTRICT**

### **PUBLIC COMMENT POLICY**

The Highlands Recreation District Board wishes to provide an opportunity for the public to comment on various district-related issues. To ensure that everyone has an equal opportunity to speak, the Board has established a public comment time period at the beginning of each regularly scheduled Board meeting for items not on the agenda. The public may also comment on items as they arise on the agenda. Guidelines for public comment are as follows:

#### Initial Public Comment Period

1. Members of the public wishing to speak shall complete a speaker slip prior to the start of the public comment period. Speakers may provide their name or remain anonymous.
2. The Board has allocated a maximum of 15 minutes to public comment. To ensure that all speakers receive equal time, the number of speaker slips will determine the maximum speaking time per speaker, not to exceed 3 minutes per speaker.
3. Yielding time to another speaker will not be permitted.
4. The Board requests that concerns initially be addressed at the appropriate action level before coming to the board.
5. Remarks shall be addressed to the Board as a body and not to any individual Board member, staff or other individual.
6. The Brown Act does not allow Board Members to discuss non-agendized matters, because it does not give the public adequate notice of that discussion topic and/or staff may not be adequately prepared to address the topic. Accordingly, the Board is limited to asking factual or clarifying questions of staff and, when appropriate, the Board may consider placing a matter on a future agenda.
7. No disruptive conduct shall be permitted at any Board meeting. Persistence in disruptive conduct shall be grounds for summary termination, by the Board President, of that person's privilege of address.
8. Willful disruption of any of the meetings of the Board of Directors shall not be permitted. If the President finds that there is in fact willful disruption of any meeting of the Board, he/she may order the disrupting parties out of the room and subsequently conduct the Board's business without them present.

continued

### Public Comment on Agenda Items

1. Members of the public wishing to speak on an agenda item shall complete a speaker slip prior to the start of the public comment period. Speakers may provide their name or remain anonymous.
2. To ensure that all speakers receive equal time, the number of speaker slips will determine the maximum speaking time per speaker, not to exceed 3 minutes per speaker.
3. Yielding time to another speaker will not be permitted.
4. No disruptive conduct shall be permitted at any Board meeting. Persistence in disruptive conduct shall be grounds for summary termination, by the Board President, of that person's privilege of address.
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Approved by HRD Board of Directors August 12, 2014