

PUBLIC COMMENT PROCEDURES
STATESVILLE CITY COUNCIL

In order to provide the public with an opportunity to address City Council during its regular council meetings, a Public Comment Period will be held at the beginning of the second regular Council meeting of each month. Speakers cannot call ahead to sign-up, but must sign-up 30 minutes prior to the meeting. Please take a minute to look over these guidelines before speaking. If you have questions, please speak to the City Clerk.

1. Sign-ups: You may sign up to speak prior to the Council Meeting between 7 and 7:30 p.m. on the sign-up sheet at the entrance of the Council Chambers. Please list your name, address and topic/issue.
2. Speaking Order: The public comment portion of the meeting will follow the pledge of allegiance and is limited to a maximum of 30 minutes. You will be called on in the order in which the names appear on the sign-up sheet.
3. Public Comment Location: When you are called on, please come to the main lectern at the front of the room. Please give your name and address before beginning your remarks to Council.
4. Time Allowances: You will have three minutes to make your remarks.
5. Yielding Time: You may yield your time to another individual who has also signed up to speak. Or someone who has signed up can yield their time to you. Either way, a speaker is limited to two speaking periods.
6. Common Topics: If there are numerous persons signed up to speak on a common topic/issue, the Mayor may request that one spokesperson be selected to speak on that topic/issue. If appropriate, the Mayor will allot like time to the spokesperson opposing viewpoints on such issues.
7. Speaker Etiquette: Please address all comments to the Council as a whole and not one individual commissioner. Discussions between speakers and members of the audience will not be allowed. Please be courteous in your language and presentation.
8. Topic Exclusions: Please do 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; the sale or lease of fixed assets; 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.
9. Council Response: The Council is not required to respond to questions or comments made by the speaker. Action on items brought up during the Public Comment Period will be at the discretion of the Mayor.
10. When Finished: Applause is expected to be held until the end of the entire public comment period. If you have written remarks or supporting documents, please leave a copy with the City Clerk.
11. Carry Over: If the time period runs out before all persons who have signed up are able to speak, the names will be carried over to the next Public Comment Period and placed first on the list.

N.C. State Legislation requiring that all local governments (county boards of commissioners, municipal government boards, and local boards of education) conduct a public comment period at at least one regular meeting a month was enacted in July, 2005. Following the policies established in the legislation, the City of Statesville adopted this Public Comment Procedure at its July 18, 2005 meeting. The Statesville Public Comment Period is set for the second meeting (third Monday) of each month. However, if the second meeting is moved, the Public Comment Period will be held on the new date. If the second meeting is canceled, the Public Comment Period will be held during the first meeting of the month (first Monday).