



## **Protocol for Speaking at Commissioners' Meetings**

**(Please turn off cell phones and pagers)**

Members of the public may address the presiding officer of the Board of Commissioners under Citizen's Comments. Because Board Workshops do not have an agenda item for Citizen Comments, comments from the public are not allowed at workshops, unless by consensus of the Board or as provided on a published Agenda.

Generally, a maximum of 3 minutes is allowed per speaker.

1. A completed 'Public Meeting Sign-In Comment Card' form must be submitted to the Commissioners' staff Minute Clerk prior to the start of the meeting.
2. Wait to be recognized. When your name is called, come to the podium and state your name and address for the audio record.
3. Please stay on the topic. If the presiding officer determines that the speaker has strayed from the listed topic, the speaker will be asked to return to the topic or be seated.

**CITIZENS ARE EXPECTED TO CONDUCT THEMSELVES WITH COURTESY AND RESPECT.**

*Use of profanity, overly loud, argumentative, accusatory, or insulting comments are not permitted and, if disruptive, may be cause for removal from the meeting. The presiding officer or Board will determine violations of these rules, subject to \$250 fine. (Ord. 01-04; Ord.00-04)*