



PUBLIC HEARING RULES

- **When you are recognized by the Meeting Moderator, (Mayor, Moderator or Commission Chairperson), please come to the podium.**
 - **State your name and address for the record.**
- **If you have written information, it should be presented to the Secretary/Treasurer prior to going to the podium.**
- **Speakers will have 5 minutes to state their information.**
 - **If the speaker has provided written information, the document should not be read, instead a summary or overview should be presented.**
 - **Speak to the subject of the hearing, and state your reasons for or against the subject.**
- **Subsequent speakers should present new information, rather than repeating the information presented by previous speakers.**
 - **If you wish to support, or disagree with, a previous speakers position, please state that fact, “I also support, or am against the issue for the reasons, previously stated by.....”**
- **If members of the Council or Commission have questions for the speaker, the time used to ask and answer, are not subtracted from the speaker’s 5 minute allocation.**
- **Members of the Council or Council or Commission will not testify, comment or respon36d to questions, during the Public Hearing.**
 - **Once the hearing is closed and a motion is on the table, the Council or Commission will have an opportunity to discuss the issue prior to voting. *(per Roberts Rule of Order)***