

## RULES OF PROCEDURE

### **Rule 5: Public Address to the Board of Commissioners \***

The Board of Commissioners shall provide a time at each meeting for anyone to address them. The Mayor may set and enforce appropriate time limits for such comments but under these rules that limit may not be ~~less than 5 minutes nor~~ more than ~~10~~ 5 minutes. Other boards shall provide access for the public as is appropriate to their charge and determined by each board.

### **Rule 27: Public Hearings**

Public hearings required by law or deemed advisable by the Board of Commissioners shall be organized by a special order, adopted by a majority vote, that sets forth the subject, date, place, and time of the hearing as well as any rules regarding the length of time for each speaker, and other pertinent matters except that staff may schedule public hearings on matters required by statute or ordinance without a vote of the board provided the hearing is scheduled for the first meeting of the board as allowed by notice requirements. The rules may include, but are not limited to, rules fixing the maximum time allotted to each speaker which shall be no more than 5 minutes; (ii) providing for the designation of spokespersons for groups of persons supporting or opposing the same positions; (iii) providing for the selection of delegates from groups of persons supporting or opposing the same positions when the number of persons wishing to attend the hearing exceeds the capacity of the hall (so long as arrangements are made, in the case of hearings subject to the Open Meetings Law, for those excluded from the hall to listen to the hearing); and (iv) providing for the maintenance of order and decorum in the conduct of the hearing.

All notice and other requirements of the Open Meetings Law applicable to Board of Commissioners meetings shall also apply to public hearings at which a majority of the Board of Commissioners is present. A public hearing for which any required notices have been given may be continued to a time and place certain without further advertisement. The requirements of Rule 2(c) shall be followed in continuing a hearing at which a majority of the Board of Commissioners is present.

At the time appointed for the hearing, the mayor or his or her designee shall call the hearing to order and then preside over it. When the allotted time expires or when no one wishes to speak who has not done so, the presiding officer shall declare the hearing ended.