

Cherokee County Rules of Procedure  
Public Comment Policy

**SECTION 1.08 PUBLIC PARTICIPATION IN BOARD MEETING**

The Cherokee County Board of Commissioners welcomes visitors to board meetings and is willing to hear any person or persons desiring to appear before the Board who is not currently an announced candidate for public office or a salaried member of the County staff. However it must be made known that the Cherokee County Board of Commissioners will not participate in a public debate regarding any item of public comment.

- 1.08.01 Persons wishing to address the Board shall do so during the **Public Comment** Portion of the agenda.
- a. At each Regular Meeting of the Commission, a fifteen (15) minute period will be set aside for public comment. Persons wishing to address the Board of Commissioners shall be required to sign up at a designated area on a sign-up sheet provided before the meeting, giving their name and the topic of interest; the number of citizens appearing will be limited to five (5) on a first come first-served basis and will be limited to three (3) minutes per presentation. Comments must be limited to chosen topic and must pertain to County business. The speaker is required to state their name and location in the County and whether he/she is speaking for himself/herself or for another. A speaker may not yield time to another individual, nor may an individual sign up for another individual. The Board will not hear comment on an item that has previously been subject to a Public Hearing and not yet acted upon.
  - b. If a person or organization wishes to have a topic added to the agenda, they should contact their district commissioner and the county clerk at least 72 hours prior to the meeting date. The district commissioner will determine whether to add the item to the agenda, and if determined so, it will be included under that commissioner's portion of the agenda.
  - c. Members of the public shall not make inappropriate, offensive, insulting or malicious remarks while addressing the commissioners during public comment. All remarks shall be made to the Commission as a body and addressed through the chair. Remarks shall not be made to a particular commissioner.
  - d. A person may be barred from further speaking before the Commission in that meeting if his/her conduct is deemed out of order; a person, once barred for improper conduct, shall not be permitted to continue or again address the Commission in that meeting unless a majority vote of the Commission allows; in the event a speaker thus barred fails to obey the ruling, the chair may take such action as is deemed appropriate. The chairman may bar a person from addressing Commission meetings for up to thirty (30) days for improper conduct.