

Village of Clayton
Public Participation in
Regular Board Meetings

PUBLIC COMMENT

The Village of Clayton Village Board hereby establishes a **Public Comment Policy** to allow members of the public the opportunity to address the Village Board. In addition to public hearings, this time is set aside for the purpose of hearing comments and suggestions from citizens. All comments made during the Public Comment period shall be subject to the following procedures.

The Village Board may vote to suspend public comment if the following rules are ignored.

1. Public comment shall be listed on the agenda immediately prior to adjournment. Public comment shall be limited to 3 minutes per speaker to make their statement, or to speak on agenda items for that meeting. Any person who is not able to speak during a public comment period because of the allotted time frame, shall be allowed and encouraged to present their views to the Village in writing.
2. In the event a group of persons supporting or opposing the same position wishes to speak, a spokesperson will be designated to express the group's concerns.
3. Public comment is not intended to require public officials to provide any answer to the speaker. Discussions between speakers and members of the audience will **not** be allowed. In addition, after the speaker has made his or her statement, he or she shall be seated with no further debate, dialogue or comment.
4. Speakers will direct their statements to the Village Board as a whole and not to individual board members or the audience. Speakers will be courteous in their language and presentation. If possible, it is requested that speakers stand at the podium and state their name when presenting.
5. The Village Board will not likely take any action on the subject for which they have not had the opportunity to fully investigate and gather complete information.
6. Speakers will not direct comments to any individual or discuss any of the following:
 - a. Candidacy of any person seeking public office
 - b. Matters currently in litigation
 - c. Matters which are executive session items
 - d. Matters made confidential by law
7. If any provisions of this policy, at any time, conflicts with legal statute, the statute shall take precedence.

Adopted by the Village of Clayton Village Board on 02/14/2022.