

## HOKE COUNTY PUBLIC INPUT SESSION PROCEDURES

FEBRUARY 17, 2003

(\*Amended 11-1-04)

(Amended 6-6-05)

(Amended 11-20-06)

1. A Public Input Session will be held at the first Monday meeting of each month.
2. Citizens desiring to participate must sign up with the Clerk to the Board prior to speaking at a Public Input Session, providing their name and topic of discussion.
3. The first ten citizens on the sign-up sheet may speak at each meeting, with the sign-up list rolling over from meeting to meeting.
4. As with public hearings, there will be a three-minute time limit per speaker, with no waiving of time to other speakers.
5. During the public input session, a citizen, in lieu of speaking may pass out written literature to the Commissioners, Staff and audience.
6. No person shall speak (or otherwise make a presentation) during the public input session more than once during any three-month period (i.e., no more than four times per year).  
\*If a person signs up to speak and does not speak, this counts toward their "once during any three-month period".
7. After the citizen has made his or her prepared remarks, he or she will be seated with no further debate, dialogue or comment.
8. The Board of Commissioners will not take action, or respond to questions about, issues raised during the public input session at the same meeting.
9. At the request of a member of the Board of Commissioners, the County Manager, the County Attorney, or other appropriate staff members present, may respond to a concern raised by a citizen during the public input session, after the citizen is finished.
10. A citizen who makes a request to a County Commissioner to be placed on the Board's Agenda prior to the internal distribution of the Board's Agenda may be instead placed on the Public Input Speaker's List for the next Public Input Session at the direction of a County Commissioner. In that event, these Commissioner-designated speakers shall not count toward the five speakers per meeting rule. Additionally, in such instances, the Clerk shall note on the signup sheet the speaker's name, topic and designating Commissioner.
11. The Clerk shall post the sign up sheet on the podium 30 minutes prior to the regularly scheduled Board of Commissioner's meeting.