

- A. Authority:** Resolution 25-004, approved October 8, 2025.
- B. General:** The LOTT Board of Directors values the public's input and sets aside time to receive public comment during Board business meetings.
- C. Limited Public Forum:** To provide opportunity for public comment and ensure orderly conduct of meetings, LOTT intends to establish a limited public forum which will provide time on its agenda to hear comment from the public on matters concerning LOTT's business.
- D. Definition:** For purposes of this policy, "public comment" refers to any comments made by the public in a LOTT Board meeting, public meeting, public hearing, social media page, or any other method or venue where LOTT receives comments from the public.
- E. Comments Related to LOTT's Mission:** The LOTT Clean Water Alliance has a specific mission relating to cleaning water and recovering resources for our community. In order to further this mission, all public comments must relate to the business of LOTT or issues being considered on the meeting agenda.
- F. Inappropriate and Prohibited Conduct:** Additionally, comments which are disruptive or impair the ability of the meeting to conduct its business in an orderly fashion will not be allowed during public comment. The following are considered inappropriate and prohibited:
- 1) Engaging in disorderly, disruptive, disturbing, delaying or boisterous conduct, such as, but not limited to, handclapping, stomping of feet, whistling, making noise, use of profane language or obscene gestures, yelling or similar demonstrations, which conduct substantially interrupts, delays, or disturbs the peace and good order of the proceedings of the council.
 - 2) Specific threats of violence targeted against a person or group with a reasonable fear of harm to person or property, or sexual harassment.
 - 3) Addressing topics that have specified Public Hearings. Speakers will be asked to present comments on such topics at the hearing so it can be included in the hearing record.
 - 4) Use of electronic or physical presentations, recordings, or props. Banners and signs are allowed along the back wall as long as they do not impede the view or the Board's work.

G. Meeting Attendee Guidelines: Meeting attendees will be asked to follow the following guidelines during the meeting in order to prevent disruptions:

- 1) No profanity or obscenity.
- 2) Refrain from personal threats or attacks.
- 3) Respect all people.
- 4) Refraining from hateful epithets and demeaning language based on hate of a person's race, religion, sexual orientation, ethnicity, gender, or disability.
- 5) No yelling or screaming.
- 6) Respect all people that are present or watching.
- 7) Obey the direction of the Chair as to when and how long they can speak.

H. Time Limits: Furthermore, due to time constraints, each speaker shall limit their comments to a maximum of three (3) minutes. Time allotted for public comment will generally be limited to 30 minutes in total. If, for any reason, a member of the public is unable to speak during the meeting, they may submit their comments in writing. These comments will become part of the meeting record and, if related to meetings of the Board, will be distributed to all LOTT Board members as soon as practical

I. Presiding Officer May Limit Comment: The presiding officer may limit or stop any public comment that does not abide by the rules in this policy, and may mute remote speakers violating these rules.