



**MONROE COUNTY  
INDUSTRIAL DEVELOPMENT CORPORATION**

**PUBLIC PARTICIPATION AND COMMENT PERIOD  
RULES OF PROCEDURE AND GUIDELINES**

Notices of Board of Directors meetings are advertised in local media and posted to the Monroe County Industrial Development Corporation website. Members of the general public are invited to attend and given the opportunity to address the Board during the Public Comment Period on the agenda in accordance with the following rules and procedure:

1. Each meeting will include a designated period for public comment (Public Comment Period), at which time members of the general public will be given the opportunity to speak before the Board.
2. Any person wishing to speak may register on the sign up sheet prior to the meeting. The sign up sheet will be used by the Chair or the presiding officer to set the order and recognize speakers.
3. Speakers will be given a maximum of three minutes to address the Board.
4. Comments must relate to the business of the MCIDC.
5. Written material, questions or comments requiring responses will be accepted by the Board for response at a later date. The Public Comment Period will not be a question and answer period.
6. Board Members, speakers, and audience members must observe proper decorum. Any statement made during the Public Comment Period shall not involve personal, impertinent, or slanderous attacks on individuals.
7. The Chair or the presiding officer shall control the meeting. The use of profane, vulgar, inflammatory, threatening, abusive, or disparaging language or racial or ethnic slurs directed at any other individual shall not be tolerated.
8. Banners, flyers or other signs are not permitted in the meeting room.
9. Distribution of flyers is not permitted in the meeting room.
10. Any individual who disregards the directives of the Chair or the presiding officer in enforcing the rules or who generally conducts himself or herself in a boisterous or inappropriate manner while addressing the Board and/or is disruptive will be barred from further participation and forfeit their opportunity to address the Board.

## GUIDELINES FOR PUBLIC FORUM

1. The public forum portion of the meeting shall take place prior to the presentation of MCIDC business to ensure the public has the opportunity to express their opinions relative to the business of the Monroe County Industrial Development Corporation (MCIDC).
2. Public comments shall be limited to three minutes per person.
3. Any person wishing to speak during the public forum segment must sign the Sign-In Sheet upon entering the room.
4. Comments must be related to MCIDC business.
5. To properly protect the members of MCIDC Board and staff as well as speakers and audience members, all must observe proper decorum.
6. During the presentation of business of the MCIDC Board, questions and comments may come only from the Board.

Re-Adopted on March 8, 2017