



Board Adopted Policy

Policy Title:	Public Participation		
Effective Date: 11/07/2009	Review Cycle: Three (3) Years		
Board Approval Date: 11/07/2009	Review Date: 06/21/2017		

I. Application: Authority wide

II. Intent: It is the Benzie Transportation Authority (BTA) policy to abide by the Open Meeting Act in permitting fair and orderly public expression. The Board shall provide a period for public participation at every open meeting of the Board including any committee meetings and will publish rules to govern such participation in Board meetings.

III. Procedure: The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.

The presiding officer shall be guided by the following rules:

- 1) Public participation shall be permitted as indicated on the order of business at the discretion of the presiding officer.
- 2) Anyone having a legitimate interest in the actions of the board may participate during the "Public Comment" portion of the meeting.
- 3) Participants must be recognized by the presiding officer and will be encouraged to preface their comments by an announcement of their name and address.
- 4) Each statement made by a participant shall be limited to three (3) minutes duration. If an individual is representing a group, they will be allowed ten (10) minutes.
- 5) No participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.
- 6) Participants shall direct all comments to the Board and not to staff or other participants.
- 7) All statements shall be directed to the presiding officer; no person may address or question Board members individually.
- 8) The presiding officer may: Interrupt, warn or terminate a participants statement when the statement is too lengthy, personally directed, abusive, obscene or irrelevant;
- 9) Request any individual to leave the meeting when that person does not observe reasonable decorum;



- 10) Request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
- 11) Call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;