

Effective Date: February 23, 2012

Page 1 of 1

**LEGISLATIVE DEPARTMENT
POLICY**

Cancels: March 31, 2006

See Also: General Rules and Procedures
of the City Council; Rules Governing
Quasi-Judicial Proceedings

Approved by: _____

Council President Sally J. Clark

POL-D-612 PUBLIC COMMENT AT FULL COUNCIL AND STANDING AND SPECIAL COMMITTEE MEETINGS

The City Council welcomes citizen participation, and provides opportunities for public comment at regular meetings of the Full Council and at standing and special committee meetings. Public comment at City Council meetings is limited to items on the agenda, including legislation on the Introduction and Referral Calendar in the case of regular Full Council meetings.

The Council adopts the following policy in accordance with the General Rules and Procedures of the City Council:

1. A public comment period not to exceed 20 minutes will be provided at the beginning of each regular Full Council meeting and each meeting of a standing or special committee.
2. Individuals wishing to address the Full Council or the committee may do so on any item included on the agenda.
3. Sign-up sheets will be provided by Legislative Department staff and will be available to the public at least 15 minutes prior to the scheduled meeting start time.
4. At the Chair's discretion, speakers will be provided up to two (2) minutes total speaking time.
5. When individuals are recognized by the Chair, they shall approach the podium, state their name, and identify the item to which they will speak.
6. If no speakers sign up to address the Council or the committee, or if the public comments conclude before the 20 minute time period has elapsed, the comment period will be closed, and the Council or committee shall resume its business, with no further opportunity for public comment at that meeting.
7. Council and committee proceedings are electronically recorded. Therefore, speakers wishing to address the Council or committee during the established public comment period shall speak only from the microphones provided for public speakers
8. This policy does not apply to quasi-judicial matters before the Council, as defined by Rules Governing Council Procedures for Quasi-Judicial Proceedings.
9. This policy does not apply to Special Full Council meetings as defined by General Rules and Procedures of the Seattle City Council, Section III.B.1.