



Public Comments

Rules and Procedures

The *Comments from Audience* section of the agenda is to allow persons one opportunity to address the City Council or the governing body of the meeting on issues included on the meeting agenda or items not included on the agenda. Pursuant to House Bill No. 2840, Texas Government Code section 551.007 (a)-(e), the City allows persons to speak at the time the item appears on this agenda as the *Comments from Audience* section, before the governing body's consideration of any action items.

How to use the Public Comment sign-up sheet

Procedure

- Please register upon arrival - sign-up sheet will be **picked up five minutes before the meeting begins**.
- Total time allotted for each speaker: **three (3) minutes**.
- Speakers are asked to address all agenda and non-agenda items in a single block of time (not to exceed three (3) minutes).
- Transfer of time is not allowed.
- Speakers should address their comments to the presiding officer.
- Speaker must avoid personal attacks and verbal abuse.
- Any disruptive behavior by the speaker or person in attendance at the council meeting or other public meetings may cause the individual to be removed from the meeting and charged with the crime of disrupting a lawful meeting.

Per H.B. 2840, any member of the public who addresses the body through a translator will be given at least twice the amount of time as a member of the public who does not require the assistance of a translator in order to ensure that non-English speakers receive the same opportunity to address the body. The same consideration will be given to those with special needs/disabilities.

Example of the Sign-Up Sheet

NAME	Address/Phone number	Agenda (Y/N)	Item number
1. Bill Denbrough	1112 Apple Lane, Deer Park - 281-497-5613	Yes	6
2. Bill Denbrough		Yes	8
3. Bill Denbrough		No	
4. Beverly Marsh	1116 Orange Lane, Deer Park - 281-516-8665	Yes	10