

## PUBLIC PARTICIPATION IN CADIZ VILLAGE COUNCIL MEETINGS

The council recognizes the value to Village governance of public comment and the importance of allowing members of the public to express themselves on municipal matters of community interest. In order to permit the fair and orderly expression of such comment, the Council shall provide a period of public participation at every public meeting and to publish rules to govern such participation. The Mayor or his/her replacement, as Presiding Officer, shall administer the rules of Council for its conduct.

The Presiding Officer shall be guided by the following rules:

1. Public participation shall be permitted at the discretion of the Presiding officer.
2. All persons wishing to participate in a public council meeting shall register their intent with the Clerk at least seven (7) days in advance of the meeting and include name and address of the participant, group affiliation if appropriate, and topic to be addressed.
3. Participants must be recognized by the Presiding Office and preface their comments by an announcement of their name, address, and group affiliation, if appropriate.
4. Each statement made by a participant shall be limited to two (2) minutes in duration. A maximum of thirty (30) minutes of public participation will be permitted at each meeting.
5. All statements shall be directed to the Presiding Officer; no participant may address or question Council members individually.

Ex A

Public Participation at Cadiz Village Council Meeting  
Speaker Request Form

Name \_\_\_\_\_

Address \_\_\_\_\_

Group Affiliation \_\_\_\_\_

Topic for Discussion \_\_\_\_\_

Village Staff Contacted \_\_\_\_\_

Action Desired by Council \_\_\_\_\_

I wish to address the Village Council during the public participation portion of the agenda at the following meeting:

Regular Meeting on (date) \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

*This form must be delivered to the Clerk's office at 128 Court Street, Cadiz, Ohio no later than seven days before the date of the meeting in order to be included on the agenda.*

Received by \_\_\_\_\_

Date \_\_\_\_\_

Village of Cadiz  
[www.villageofcadiz.com](http://www.villageofcadiz.com)

Ex. B