

As Approved and Adopted
at Regular Meeting
of Board of Directors of
Public Auditorium Authority on
Monday, January 23, 1995
(Resolution No. 2099)

PUBLIC AUDITORIUM AUTHORITY OF PITTSBURGH AND ALLEGHENY COUNTY

PUBLIC PARTICIPATION AT AUTHORITY BOARD MEETINGS

The Board of the Public Auditorium Authority ("Authority") recognizes the rights of its County residents and taxpayers to be present at all open meetings, and wants citizens to attend its open meetings so that they may become better acquainted with the operations and programs of the Authority. Public Participation at open meetings is a statutory right accorded to residents and taxpayers of Allegheny County. Furthermore, the Sunshine Act allows the Board to adopt reasonable rules and regulations necessary for the conduct of its meetings and the maintenance of order.

To assure that persons who wish to appear before the Board may be heard, and simultaneously conduct its meetings properly and efficiently, the Board will encourage public participation according to the terms of this policy as follows:

PUBLIC PARTICIPATION - WHEN: *Residents and taxpayers shall be accorded reasonable opportunity to address the Board at Regular and Special Meetings. Each speaker must give his/her name and address.*

*A speaker may only address the Board one time per meeting on any one subject.**

PUBLIC PARTICIPATION - TIME CONSTRAINTS: *An individual resident or taxpayer who addresses the Board shall not speak for longer than Three (3) minutes. The total time allotted for public participation shall not exceed Thirty (30) minutes in the aggregate, unless otherwise waived by a majority of the quorum. Those wishing to speak shall enter their name, address and topic on a sign-in sheet available at the meetings. Speakers will address Board in the order they appear on the sign-in sheet. Prior formal requests will receive preference over those on the sign-in sheet. The Board may allow additional time to speak, or waive the sign-in requirement, at its discretion.*

PUBLIC PARTICIPATION - FORMAL REQUESTS: *Formal requests to address the Board shall be made to the Executive Director. The formal request must be in writing, not less than seven (7) days before the date of the Board Meeting, setting forth the topic of the*

presentation, the name and address of the speaker, and whether the speaker will be making a presentation for a particular group.

PUBLIC PARTICIPATION - BEHAVIOR: *The Board vests in its Chairman or other presiding officer the authority to end the remarks of any individual who does not follow the provisions of this policy.*

Speakers may offer comments on matters which concern them. In public session, the Board will not hear personal complaints against particular Authority personnel or against any person previously connected with the Authority. Other channels provide for Board consideration and disposition of a legitimate complaint involving individuals. Any such charges, complaints or challenges should be presented to the Executive Director, or Board Chairman, in writing and signed by the complainant.

PUBLIC PARTICIPATION - WRITTEN STATEMENTS: *Residents and taxpayers are encouraged to present written statements to the Board containing remarks or comments. Instead of formally speaking on items, or in the event time allotted for public participation has already been filled, written comments regarding formal matters may be submitted to the Executive Director, who shall deliver the same before the Board Meeting, if timely received.*

PUBLIC PARTICIPATION - VIDEO AND AUDIO RECORDING: *Audio and video recording of open Board meetings is permitted by law. All such recording shall be done in an open and non-disruptive manner. The presiding officer may require "pool" coverage, or other accommodations, to assure that audio and video recording does not disrupt the meeting.*

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**in practice, this is applied to each participation period of each meeting*