

# **CITY OF DICKSON POLICY FOR PUBLIC COMMENT AGENDA REQUEST**

## **Guidelines for Public Comment Request**

1. Requests shall be made on the Request for Inclusion on the City Council Agenda form obtained through the Recorder's Office or from the city's website ([cityofdickson.com](http://cityofdickson.com));
2. Speakers must identify themselves by name and complete address;
3. Public comment shall be limited to three minutes per individual or limited at the Mayor's discretion. Allotted time is not transferable to other speakers;
4. All comments are to be directed to the presiding officer, not to councilmen, city staff or other members of the public;
5. Comments must address issues, not individuals or personalities. Personal attacks shall not be tolerated;
6. Comments may support or oppose particular issues or measures, but the motives of those with differing views shall not be questioned or attacked;
7. Malicious comments will not be allowed. Speakers shall exhibit respect for all other persons and views or the public comment opportunity will be stopped.
8. Speeches for or against particular candidates running for public office shall not be allowed.

Requirements to request inclusion on the agenda of a City Council meeting do not apply to a properly scheduled and publicly announced public hearing on a specific issue set by the Mayor or City Council. Time for individuals to speak at a scheduled public hearing may be limited by the Mayor based on the number of individuals wanting to speak. Groups wishing to express a stance, opinion, position, concern or question should select a representative to speak for the group. All other guidelines regarding content of address to the council shall apply.

Residents also may contact individual City Council representatives to address issues or make requests. Contact phone numbers and email addresses for each City Council member can be found on the City of Dickson's website at [cityofdickson.com](http://cityofdickson.com).

**Requests to be included on a City Council agenda may be obtained from and returned to:**

Recorder Kimberly Givens  
600 East Walnut Street, Dickson, Tennessee 37055  
Phone: 615-441-9508    Email: [kgivens@cityofdickson.com](mailto:kgivens@cityofdickson.com)    Fax: 615-446-4806

Or from the City of Dickson's website: [www.cityofdickson.com](http://www.cityofdickson.com).