

## **PUBLIC COMMENT PROTOCOL-LIVE/WRITTEN COMMENT**

Because of the unprecedented logistical and public health challenges presented by COVID-19, public comment will proceed as follows on all matters for which a vote is to be taken:

- Live and written public comment will be allowed.
- At the beginning of the meeting, the moderator will read aloud the entire agenda. Thereafter, a 30 minute comment submittal period will be given so members of the public may provide written public comment on any agenda item or submit a request to provide live comment on any agenda item.
- Written public comments and live comment requests should be submitted electronically via email to [publiccomments@frenchmarket.org](mailto:publiccomments@frenchmarket.org)
- Public comments will be accepted from the time the agenda is released until the end of the 30-minute comment submittal period. Public comment received after the close of the 30-minute comment submittal period will not be considered.
- Each submission must contain: (i) the commenter's first and last name, (ii) the commenter's address, (iii) whether the commenter is being paid in connection with his or her comments, and (iv) the agenda item to which the comment pertains. Any public comment submission or live comment request missing this information will not be read aloud or recognized for live comment.
- No member of the public may submit more than one written comment or live comment request per agenda item.
- During the public comment portion of the meeting, a moderator will recognize any requests for live public comment and read into the record all written comments pertaining to an agenda item that have been submitted in accordance with these rules.
- Written comments will be read aloud in a normal speaking voice. The moderator will discontinue reading a comment once it exceeds two minutes.
- Live comment speakers will be given two minutes to comment. The speaker may be muted by the moderator at the conclusion of the two minute limit.

NOTE: Public comment may be allowed for items not requiring a vote at the discretion of the presiding officer. Such comment may be subject to additional restrictions, limitations, and/or modifications to be announced by the presiding officer at the outset of the meeting.