

March 30, 2020

City Public Meetings Accessible by Electronic Means

Citizen Comments During Study Session by Electronic Means

The Shelbyville City Council will meet in a Special Called Meeting on Tuesday, March 31, 2020 at 5:30 PM at the City Hall Annex Courtroom, 109 Lane Parkway.

The Shelbyville City Council Special Called Meeting – Study Session will be held on Tuesday, March 31, 2020 at 6:00 PM at the City Hall Annex Courtroom, 109 Lane Parkway.

Due to the COVID-19 pandemic, these meetings, while remaining open and physically accessible to citizens observing public health guidelines, will also be conducted and accessible by electronic means in accordance with Governor Bill Lee's Executive Order No. 16. In order to allow members of the public to attend the meetings electronically, the meetings will be live streamed to the City's Facebook page. The recordings of these meetings will remain on the City's Facebook page for future viewing.

The Shelbyville City Council allows Citizen Comments at the end of every Study Session. Members of the public in physical attendance at the Study Session may participate in Citizens Comments as usual. Citizens who attend the Study Session electronically by watching the Facebook live stream may participate in Citizens Comments pursuant to the following temporary policy:

- (1) All electronic statements submitted for Citizen Comments shall be in accordance with the established Citizens Comments Guidelines (attached).
- (2) Citizens may submit statements for Citizen Comments in the Facebook comment section available on the Study Session's live stream or recording between the hours of 6:00 PM and 9:00 PM, March 31, 2020.
- (3) Any statement posted to the Facebook comment section that qualifies as a submission for Citizen Comments will be electronically saved, delivered to the Mayor and all City Councilmembers in writing prior to the next City Council meeting, and made a part of the official record of the Study Session.
- (4) Any statement posted to the Facebook comment section that is not in accordance with the requirements above will not be designated as a submission for Citizen Comments, but shall remain on the Facebook page for public viewing in accordance with usual City practices.

The City's page can be found on Facebook as The City of Shelbyville, Tennessee 37160.

Lisa Smith, City Recorder

CITY OF SHELBYVILLE

GUIDELINES FOR CITIZENS COMMENTS AT A STUDY SESSION

“A Study Session is an informal meeting during which the City Council discusses the issues and options related to matters of City Business”

The Mayor and City Council are interested in your comments regarding matters of Public Policy that specifically relate to City Government. Personnel issues shall be directed to City Administration via the City Manager’s Office and shall not be included in Citizen Comments.

The term “Citizen” is defined as a “resident of the City of Shelbyville and/or an individual(s) eligible to vote within a City of Shelbyville Election”

The Study Sessions are held monthly, nine (9) days prior to the Regular City Council Meeting. Study Sessions are held on a Tuesday at 6:00 p.m. at the City Hall Annex Courtroom.

Any person that desires to make comments, shall sign up to speak on the provided sheet and complete the required information set forth on the sign in sheet including name, address, and/ or voter status for City Elections. When the Mayor recognizes an individual to provide Citizen Comments, please walk to the front of the room, state your name and address for the record, then state your comments. Please speak loudly and clearly so that all comments will be audible for the recorder.

Citizen Comments are not structured to be a discussion period. However, the Council or City Staff will follow up individually to provide more information if requested. In order to allow time for everyone to speak, individuals are asked to limit their comments to three minutes and groups to five minutes.

Citizens are asked to address issues and not individual Council Members or Administrative Staff. Persons who make personal, impertinent, or slanderous remarks, or who become boisterous, threatening or personally abusive while addressing the Council may be asked to leave the meeting. In addition, persons that attempt to provide comments that are not that of Public Policy may be asked to leave the meeting if they continue to do so.

Please note that Public Hearings are separate from Citizens Comments. Public Hearings are held for the purpose of receiving citizens’ comments on a specific topic or issue. Citizens Comments on other issues or topics related to Public Policy may be presented to the City Council under Citizen Comments. If citizens feel strongly about a public issue or a local concern, the Mayor and Council encourage those citizens to share their comments and information with them.

Thank you for your participation and your interest in our community.

“Exhibit A”