

FAIRFIELD CITY COUNCIL GUIDELINES FOR CITIZEN COMMENTS

The Mayor and the members of Fairfield City Council welcome your participation in local government. In order to assure an effective and efficient consideration of City business, adherence to the following guidelines for citizen participation is appreciated.

Addressing City Council

Please approach the podium and be sure to clearly state your name and complete address for the record.

Public Hearings

Following the presentation of a project or issue by the applicant/proponent and/or City staff, citizen comments are generally limited to five (5) minutes per individual speaker unless additional time is approved by Council. Groups shall name a spokesperson whenever possible. Council reserves the right to conclude the public hearing if, in their opinion, Council determines that all viewpoints have been received and the comments have reached a point where they are repetitive.

Public hearings will be the first item on the Council agenda following the Call to Order unless Council votes otherwise.

Special Presentations and Citizen Comments

Special presentations and individual citizen comments are limited to five (5) minutes each unless additional time is approved by Council. Groups shall name a spokesperson whenever possible.

If this portion of the meeting exceeds 30 minutes, Council may continue citizen comments to the end of the meeting in order that the legislative portion of the meeting can be completed in a timely manner.

Agenda Items

If you are speaking about a specific agenda item, you will have the opportunity to do so prior to the vote on that item by City Council. Speakers shall limit their comments to two (2) minutes each with a total of ten (10) minutes per individual agenda item, unless additional time is approved by Council. Groups shall name a spokesperson whenever possible.

ADA Notice

The City of Fairfield is pleased to provide accommodations to disabled individuals or groups and encourage full participation in city government. Should special accommodations be required, please contact the Clerk of Council at 867-5383 at least 48 hours in advance of the meeting.