

RESOLUTION NO. 1-2025

**A RESOLUTION ADOPTING A PUBLIC COMMENT POLICY FOR REGULAR MEETINGS OF
THE DICKINSON PARK BOARD**

WHEREAS, during the 69th Legislative Assembly – Regular Session (2025), the North Dakota Legislature added a new section to chapter 44-04 of the North Dakota Century Code, requiring public entities, including park districts, to (1) include opportunity for individuals to provide public comment during regular meetings; and (2) develop a policy regarding public comment rules for regular meetings of the governing body;

WHEREAS, the Dickinson Park District is governed by a board of elected park commissioners;

WHEREAS, the Dickinson Park Board holds regular meetings relating to public business;

WHEREAS, through this Resolution, the Dickinson Park Board desires to adopt and implement a policy regarding public comment rules and general decorum rules for meetings of the Dickinson Park Board.

BE IT RESOLVED BY THE DICKINSON PARK BOARD:

The following “Public Comment and Meeting Decorum Policy” is hereby established by the Dickinson Park Board:

Public Comment and Meeting Decorum Policy

1. Public Comments

1.1 Public Comments-Not on the Agenda: The Dickinson Park Board (“Park Board”) will provide opportunity for public comment at all regular Park Board meetings during the portion of the meeting designated as “Public Comments-Not on the Agenda.” If an alternative procedure exists to bring a particular type of public comment before the Park Board, the public comment includes confidential or exempt information, or the public comment is otherwise prohibited by law, the Park Board may prohibit the public comment during this portion of the regular meeting. A “Public Comments-Not on the Agenda” agenda item will not be included or permitted during special Park Board meetings, however, the Park Board may hold public hearings or request public comments on specific agenda items during such meetings.

1.2 Time Limits: During the “Public Comments- Not on the Agenda” portion of the regular Park Board meetings, each speaker will be limited to three (3) minutes, and the time from one speaker cannot be used by another speaker. The total duration of the public comment period shall not exceed thirty (30) minutes. The presiding officer may extend a speaker’s time and/or the total duration of the public comment period, should the presiding officer, in his/her discretion, determine that further public comment is warranted and appropriate.

- 1.3 **Park District Business:** Public comments provided during the “Public Comments- Not on the Agenda” portion of the regular Park Board meetings must be pertinent to the Park Board.
- 1.4 **Comment Sign-up:** Individuals who wish to speak during the “Public Comments-Not on the Agenda” portion of the regular Park Board meetings shall provide his/her name and address, in writing, on a Park Board approved sign-up sheet. When addressing the Park Board, the individual must state his/her name and the issue to be addressed.
- 1.5 **No Board Response:** Park Board members have no obligation to respond to public comments received during the “Public Comments-Not on the Agenda” portion of the regular Park Board meetings. Issues addressed during this portion of the Park Board meetings may be referred to Park District staff for follow-up or considered for placement on a future Park Board agenda as appropriate.
- 1.6 **Presentations:** Presentations and videos will not be allowed during the “Public Comments-Not on the Agenda” portion of the regular Park Board meetings.
- 1.7 **Statement on Public Comment:** At the beginning of the “Public Comments-Not of the Agenda” portion of the regular Park Board meetings, the following statement shall be read by the presiding officer:

“The Dickinson Park Board welcomes and appreciates public input. During the Public Comment period, individuals may speak for up to three minutes. Please begin by stating your full name for the record and identifying the issue you would like to address. Park Board members are not required to respond to comments during this time, but your input will be noted. If your concern requires follow-up, Park District staff will contact you after the meeting or may place the matter on a future Park Board agenda. Please keep your comments respectful and directed to the Park Board as a whole. Thank you.”

2. Meeting Decorum

2.1 **Rules of Decorum:** To maintain respectful, orderly, efficient, effective, and dignified public meetings, the following public decorum rules shall apply to all individuals attending or participating in meetings of the Park Board (which shall also include all Park Board committees):

A. Individuals participating in or attending Park Board meetings shall not engage in behavior that interferes with the orderly conduct of any Park Board meeting.

Examples of behavior prohibited under this provision include:

(1) Outbursts, shouting, clapping, booing, hissing, interrupting, making loud noises or comments, or other similar types of behavior or conduct;

(2) Behavior or conduct that disturbs, disrupts, impedes, or interrupts presenters of an agenda item, discussion by the members of the Park Board, an individual’s public comments, or the orderly conduct of the meeting; or

(3) Behavior or conduct that creates, provokes, or causes disturbances involving unwelcome physical contact or verbal abuse.

B. Individuals providing public comments during Park Board meetings shall not provide public comments that are defamatory, abusive, harassing, or unlawful.

C. Individuals providing public comments during Park Board meetings shall leave the podium after his/her three (3) minute time allotment ends or after the presiding officer informs him/her that the public comments are not pertinent to the Park Board.

3. Violations of Policy

3.1 Meeting recess: If behavior or conduct occurs that interferes with the orderly conduct of the Park Board meeting and order must be restored, the Park Board may recess until order is restored.

3.2 Removal from meetings: Any individual who violates this Policy, shall receive one verbal warning from the presiding officer. The warning shall include notice that continued prohibited conduct or behavior may result in removal from the Park Board meeting. If the individual continues to engage in prohibited conduct or behavior, the presiding officer may direct the individual to leave the Park Board meeting. If the individual refuses to leave the meeting after directed, the presiding officer may request the police to remove the individual from the Park Board meeting.

3.3. Not Exclusive Penalties: The penalties for violations identified in this Policy are not exclusive and shall not preclude the application or use of other remedies provided for in law.

Adopted and Effective: July 14, 2025

APPROVED:



President, Board of Park Commissioners

ATTEST:



Clerk