

**CITY OF MARIETTA
BOARD OF LIGHTS AND WATER
CUSTOMER CARE DEPARTMENT**

POLICY NUMBER: 6.1
POLICY TITLE: PUBLIC APPEARANCES BEFORE THE BLW
PAGE: 1 of 2
EFFECTIVE DATE: May 10, 2010
SUPERSEDES: 06/12/00

The Marietta Board of Lights & Water welcomes customers and visitors to Board meetings and is willing to hear any person(s) desiring to appear before the Board. Persons wishing to speak are asked to stand and be recognized by the Chairperson when public appearances are solicited at the beginning of the meeting. The "Public Hearing Form" attached hereto is incorporated herein by reference. Any presentation at a public meeting which relates to Personnel Issues, Pending or Threatened Litigation, or Pending Real Estate or Easement Acquisitions may be subject to immediate termination by the Chairperson who may refer the matter to Executive Session.

An employee or former employee who wishes to present a grievance shall not be heard, but shall be referred to the Human Relations Department to follow BLW policies. A party to a lawsuit against the BLW or City of Marietta, or a person who has threatened such a lawsuit, who wishes to address the issue or issues therein, shall not be heard, and shall be referred to the General Manager or Board Attorney. Any proposed settlement shall be scheduled by the General Manager or Board Attorney on the Agenda.

A. SCHEDULED APPEARANCES

If you would like to address the Board as a scheduled appearance, please complete the attached public hearing form and give the form to the General Manager or Board Chairperson by 5 p.m. on the Wednesday prior to the next regularly scheduled Board meeting. When the Chairperson recognizes you, please state your full name and address for the record as the proceedings are taped. Persons who wish to speak will be allowed five (5) minutes for public comment. Time limits will be as stated unless extended by the Board.

B. UNSCHEDULED APPEARANCES

Those persons not on the agenda as a scheduled appearance will be allowed the opportunity to address the Board during the unscheduled appearance period subject to the same time and subject matter limitations set forth above; however, such persons shall not be required to complete the "Public Hearing Form."