



## **Convention Center Authority Public Comment Period**

The meetings of the Convention Center Authority of the Metropolitan Government of Nashville & Davidson County ("Authority") are open to members of the public and the Authority will reserve time for public comment pursuant to Tenn. Code § 8-44-112.

Minutes are a summary of the Authority's discussions and actions; therefore, public comments and written materials submitted by the public may not be reflected in the minutes.

### **Public Comment Guidelines**

Advance notice is required to make public comments. Requests must be made in writing no later than three (3) calendar days or 72 hours prior to the meeting. Request forms are available on the Music City Center website at <https://www.nashvillemcc.com/about/convention-center-authority>. Completed requests should be emailed to [ccapubliccommentperiod@nashvillemcc.com](mailto:ccapubliccommentperiod@nashvillemcc.com).

Comments are limited to six (6) speakers per meeting and up to three (3) minutes for each individual speaker. Warnings will be given before the end of the three-minute time limit, and speakers will be stopped at three minutes. At the discretion of the Chair, the Chair may permit up to three (3) speakers, in addition to the allotted six, that are neutral (speaking neither for or against the agenda item that they are speaking on) for up to three (3) minutes each.

Speakers will be chosen in the order in which requests are received and based on the position of each individual speaker to allow equal representation of supportive and opposing viewpoints. To avoid repetitiveness, groups are encouraged to select a spokesperson to speak on their behalf. Speakers will be notified via email prior to the meeting whether they have been selected to speak at the meeting.

Comments must be germane to an item listed on the meeting agenda on the date in which the speaker appears. Those who make comments on topics other than the selected topic may be asked to stop speaking.

Authority members will not respond to questions or engage in discussion with speakers. The public comment periods are opportunities for Authority members appointed by state and local leadership to hear from community members and stakeholders.

Speakers should at all times maintain proper decorum and shall make comments in a civil manner. Personal attacks will not be tolerated. No person will be allowed to make obscene, derogatory, or slanderous remarks.