



Public Safety Retirement Commission Fire Local Board

PUBLIC COMMENT FORM

Purpose: For people wishing to address the Fire Local Board

Instructions: Please fill out the section below and submit to the Board Secretary *PRIOR* to the calling of the agenda item by the Chairperson. Please provide any written material you would like to be distributed to the Members of the Fire Local Board. If you are filling out this form prior to the meeting date, please email form to Ariana.Reyna@surpriseaz.gov

Message from the Fire Local Board: Under the provisions of the Arizona Open Meeting Law, the City of Surprise Public Safety Retirement Commission – Fire are prohibited from responding to issues that have not been properly noticed. Therefore, Members of the Fire Local Board may only listen and not respond to citizens who wish to address them on non-agenda items. We regret that the Members of the Fire Local Board cannot respond beyond thanking you for your comments. Please carefully read the Public Meeting Guidelines (*back of page*) and be prepared to abide by them at all times.

PLEASE FILL OUT THE FOLLOWING:

Name: _____

Address: _____

Phone: _____ Email address (*optional*): _____

Local Board Meeting Date: _____

Check one:

Agenda Item # _____

Non Agenda Item

Call to the Public

Description:

Public Meeting Guidelines listed on back of this page →

Public Safety Retirement Commission Fire Local Board

PUBLIC MEETING GUIDELINES

1. Citizens wishing to be heard will be required to fill out a "PUBLIC COMMENT FORM" and turn it into the Board Secretary **prior** to the time the agenda item is called by the Chairperson.
2. The Chairperson will announce "CALL TO THE PUBLIC" during the meeting. Speaker will state their name and address for the record. Should the speaker ask questions regarding **agenda items**, questions will be responded to following the completion of his/her statement as directed by the Chairperson.
3. Speaker(s) and members of the audience will not be permitted to enter into verbal exchanges during the "Call to the Public." All questions must be directed to the Chairperson.
4. Board members may ask questions about Agenda Item matters raised by the public.
5. Attendees must respect the rights of the parties speaking whether they support or disagree with the speaker. Attendees failing to abide by these rules may be removed from the meeting.
6. Personal comments are prohibited. The Chairperson and Local Board Members will not accept comments of a personal nature about an individual or group of individuals during the Local Board meetings as such discussions are not part of the business of the Fire Local Board. Persons making such comments may be removed from the Meeting.

Thank you for your time and assistance with abiding by the Public Meeting Guidelines at all times. If you need additional information, you may contact the Local Board Secretary. Contact information is as follows:

Ariana Reyna, Board Secretary
Public Safety Retirement Commission – Fire
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Fax: (623) 222-3504
Email: Ariana.Reyna@surpriseaz.gov