

## **Rules on Public Participation for Public Meetings of the Board of the Philadelphia Regional Port Authority (PhilaPort)**

*Residents or taxpayers of the Commonwealth have the ability to provide public comment on matters of concern, official action or deliberation which are or may be before the board prior to the board taking official action.*

### **Public comment can be provided in the following manner:**

1. Personal Appearance
2. Written Comments by Mail at: *Philadelphia Regional Port Authority  
Attn: Chief Counsel  
3460 N. Delaware Ave, 2<sup>nd</sup> Floor  
Philadelphia, PA 19134*
3. Comments via Facsimile to 215-426-6800, Attn: Chief Counsel
4. Comments via Electronic Mail at [publiccomment@philaport.com](mailto:publiccomment@philaport.com)

All comments received will be submitted to the Board Members in their entirety. PRPA reserves the right to delete comments submitted that are offensive, abusive, or off topic. An archive of comments received, and any responses issued will be available on the Authority's website ([www.philaport.com](http://www.philaport.com)).

### **Procedure for Public Comment at a meeting of the Board:**

***Public comment at a board meeting is subject to the following requirements:***

- a) You must register to speak at least 15 minutes prior to the board meeting;
- b) A total time of 15 minutes is allocated for public comments. Each individual commenter will be provided up to 3 minutes to provide comment; and
- c) Comments are to be made from the podium only.

The board retains the option to accept all public comments at the beginning of the meeting. If the board determines that there is not sufficient time at a meeting for all taxpayers of the Commonwealth to comment, the board may defer some, or all, of the comment period to the next regular meeting or to a special meeting occurring in advance of the next regular meeting. Comments related to actions to be taken at the board meeting will be given preference.

## General Rules of Conduct at Public Meetings

*All attendees at public meetings are expected to conduct themselves in the following manner:*

- a) Place phones and electronic devices in modes that will not disrupt the business of the meeting.
- b) Remain quiet and refrain from applauding, cheering, hissing, or booing.
- c) Refrain from using offensive, abusive, obscene, profane, slanderous, or threatening language or gestures.
- d) Refrain from acting or behaving in such an unreasonable manner so as to alarm or disturb another to provoke breach of silence.
- e) Refrain from any other act designed to intimidate, threaten, or harm persons or damage or destroy property.
- f) Refrain from engaging in audible conversations which prohibit individuals from hearing the board discussion or disrupts the conduct of business.