



*Dale R. Folwell, CPA*

STATE AND LOCAL GOVERNMENT FINANCE DIVISION  
AND THE LOCAL GOVERNMENT COMMISSION

SHARON EDMUNDSON  
DEPUTY TREASURER  
DEPUTY TREASURER

**RESOLUTION ADOPTING A POLICY ON  
PUBLIC PARTICIPATION IN LGC MEETINGS**

WHEREAS, the Local Government Commission (the “Commission”) is a public body subject to North Carolina’s Open Meetings Law (N.C. Gen. Stat. Chapter 143, Article 33C); and

WHEREAS, the Commission’s meetings are public meetings but are not public hearings unless so designated by the Commission pursuant to N.C. Gen. Stat. Chapter 159; and

WHEREAS, although North Carolina open meeting law does not require or provide for public participation in public meetings, the Commission has in the past and continues to desire to provide for public participation its meetings in certain circumstances; and

WHEREAS, the Commission adopted a Policy on Public Participation in LGC Meetings (the “Policy”) at its March 5, 2013, meeting, which it revised and approved at its meeting on April 5, 2016; and

WHEREAS, the Commission wishes to adopt a revised policy to better accommodate the interest of the public in matters before the Commission and to establish a method by which interested members of the public may provide written or oral comments on LGC meeting agenda items;

NOW THEREFORE, BE IT RESOLVED by the Commission as follows:

1. Members of the public may provide comment on any agenda item before the Commission, in accordance with and subject to the conditions outlined in this policy. If an item is removed from the Commission’s agenda either prior to or during the meeting, the Commission Chair, in consultation with the Commission Secretary, may defer public comment regarding the agenda item until it is brought back before the Commission.

*Oral Comments*

2. Members of the public desiring to make oral comments at a Commission meeting on any agenda item before the Commission shall give prior notice to and receive permission from the Commission Secretary in consultation with the Commission Chair. Requests to make oral comments at a Commission meeting related to an agenda item before the Commission should be directed to the Secretary at [SLGFD@nctreasurer.com](mailto:SLGFD@nctreasurer.com).

3. The Commission Secretary, in consultation with the Commission Chair, may establish time limits and other procedures by which members of the public may make oral comments at Commission meetings, including, but not limited to requesting any group to appoint a spokesperson, to refrain from being repetitive of any comments made by other groups or speakers, and to maintain decorum.

4. Oral comments may be made by members of the public via virtual participation; in person meeting attendance is not required. Links to meetings are posted and available on the Department of State Treasurer's website on the [Local Government Commission webpage](https://www.nctreasurer.com/divisions/state-and-local-government-finance/lgc/local-government-commission) at <https://www.nctreasurer.com/divisions/state-and-local-government-finance/lgc/local-government-commission>.

#### *Written Comments*

5. Members of the public may provide written comments on any agenda item before the Commission prior to the meeting at which the matter will be considered. Written comments shall be submitted via an online form available on the Department of State Treasurer's website on the [Local Government Commission webpage](https://www.nctreasurer.com/divisions/state-and-local-government-finance/lgc/local-government-commission) at <https://www.nctreasurer.com/divisions/state-and-local-government-finance/lgc/local-government-commission>.

6. Written comments received no later than seven (7) business days before the meeting at which the subject item will be considered will be included in the agenda packets sent to the Commission members and to the unit of local government which is the subject of the comments. Comments received after this deadline but prior to 11:59 p.m. the day preceding the scheduled meeting shall be distributed by email to all members of the Commission and to the unit of local government which is the subject of the comments.

7. Members of the public who have received permission to speak at an LGC meeting may provide those same comments in writing at the meeting.

8. Unless otherwise made exempt from disclosure by law, communications to LGC staff, including written comments related to items considered by the Commission, are public records and subject to N.C. Gen. Stat. Chap. 132.

9. Written comments will be shared in their entirety, including names, email addresses, and phone numbers embedded within the comments. Written comments should not contain confidential or sensitive information. Anonymous comments will not be distributed.

10. Written comments will be shared with Commission members and the unit of local government pursuant to Item 6 above and are public records.

11. Members of the public are encouraged to submit no more than one written comment per agenda item. If multiple comments are received from the same person on the same agenda item, LGC staff, at its discretion, may request that the submitter provide a single comment, or may combine the comments for inclusion in agenda materials, to be shared with Commission members and the unit of local government.

12. Department of State Treasurer (DST) Commission staff and legal counsel may redact information in written comments or may deny acceptance of written comments if the information is deemed to be confidential or sensitive, or fails to comply with the requirements of this policy.


*Availability of Meeting Proceedings*

13. Meetings (other than closed session) will be broadcast to the public via a virtual meeting platform. Links to the meetings will be posted on Department of State Treasurer's website on the [Local Government Commission webpage](https://www.nctreasurer.com/divisions/state-and-local-government-finance/lgc/local-government-commission) at <https://www.nctreasurer.com/divisions/state-and-local-government-finance/lgc/local-government-commission>.

14. Meetings (other than closed session) will be recorded and made available to the public pursuant to Department of State Treasurer policy OST-POL-2006-MUL – Recording Public Meetings Policy. An announcement shall be made at the start of each meeting announcing that meeting proceedings (other than closed session) are being recorded and will be made available to the public pursuant to the Department of State Treasurer's Recording Public Meetings Policy.

I, Sharon Edmundson, Secretary of the North Carolina Local Government Commission, DO HEREBY CERTIFY that the foregoing is a true and correct copy of the Resolution adopted by the North Carolina Local Government Commission at its meeting held on April 4, 2023.

WITNESS my hand this 4th day of April 2023.



Sharon Edmundson, Secretary  
North Carolina Local Government Commission