



Bismarck Parks and Recreation District Administration Division

DATE: August 10, 2026

TO: Commissioners Gilbertson, Hanson, Herzog, Redmann and President Jeske

FROM: Dave Leker, Executive Director

SUBJECT: Draft Public Comment Policy

Please see the draft Public Comment Policy included in the Park Board packet. This policy has been developed by reviewing other public entities' public comment policies and adapting it to Bismarck Parks and Recreation District.

Sample motion: I move to adopt the Public Comment Policy as presented.



DRAFT Public Comment Policy

Bismarck Parks and Recreation District welcomes public participation at its Board of Park Commissioners meetings. Board meetings are held to conduct park district business. The meetings are held in public, but they are not open public discussions.

Providing Comments During a Regular Meeting

This policy explains how people can share comments, so everyone has a fair chance to speak and Park Board meetings stay organized, open, and efficient.

1. Public comment will be the first main agenda item at all regular meetings.
2. Anyone who wants to speak must give the Board their name and address in writing. The address will be kept by the park district but is not a public record. Reasonable accommodation will be provided for anyone who needs it under BPRD's Title VI policy.
3. Comments must be about an item on the current regular meeting agenda or an item from the previous regular meeting's agenda.
4. Comments must relate to the park district.
5. Each speaker may speak for up to four minutes. Speakers may not give their time to someone else. Speakers will be told when their time is up. The President may allow more time.
6. The public comment period may be limited to 30 minutes total, even if more people have signed up to speak. The President may extend the 30-minute period, but each speaker is still limited to four minutes unless the President allows more time.
7. Comments may not:
 - a. Be defamatory, abusive, harassing, or unlawful.
 - b. Include information that is confidential or not open to the public under North Dakota open records law.
 - c. Disrupt the meeting or interfere with the orderly conduct of business.

Questions and Comments by the Board

Board members will not have a back-and-forth discussion with the public during Board meetings. Board members may thank speakers for their comments or ask questions to better understand what was said. The Executive Director or designated staff may respond to concerns later or prepare a position statement on a Board request before any action is considered at a future Board meeting.

Adopted TBD, 2026.