

November 10, 2025

To: Waterfront Commission

From: Louise Roseman

Subject: Revisions to the Waterfront Commission's Policy Regarding Public Participation

I would like the Commission's views on updating its policy on public participation at meetings, which was adopted in September 2011 (back when we were the Alexandria Waterfront Committee). The current policy states –

The Alexandria Waterfront Committee welcomes public participation during its meetings.

Individuals are invited to speak on any Waterfront Committee agenda item for a period of up to three minutes. Members of the public wishing to speak will be called on in turn by the chair following Committee member and City staff discussion, but prior to Committee action on any motions. It is the Committee's policy to limit public discussion on any single agenda item to a total of 15 minutes. The Committee may allow additional time for public discussion by a majority vote.

Members of the public may provide comments on any issue not included on the Committee's agenda during the Announcements / Public Discussion item at the end of each agenda. Individuals may speak for a period of up to three minutes.

Currently, the policy permits at least 15 minutes of public comment on each agenda topic plus additional time for the public to discuss on any issue not included on the agenda. I propose changes to better manage the meeting's length and to ensure that comments by the public relate to matters within the purview of the Waterfront Commission. A number of Commission members need to get to work following the meeting; we are at risk of losing quorum if the meeting runs overly long.

The proposed revised policy would state –

The Alexandria Waterfront Commission welcomes public participation during its meetings, as time permits. At the discretion of the chair, members of the public may be invited to speak on topics covered by the Waterfront Commission agenda following Commission member and City staff discussion of the topic, but prior to Commission action on any motions. At the discretion of the chair, members of the public may provide comments on an issue within the purview of the Commission that is not included on the agenda for that meeting during the agenda's last discussion item. A member of the public must limit his or her comments to no more than 3 minutes.

Your thoughts? Suggested revisions are welcome.