

SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY

POLICIES

ARTICLE 1 - ADMINISTRATION AND GOVERNANCE
PART 1.3 - BOARD AND COMMITTEE MEETINGS
SECTION 1.33 - PUBLIC PARTICIPATION IN MEETINGS OF THE BOARD OF DIRECTORS, AIRPORT LAND USE COMMISSION AND STANDING COMMITTEES OF THE BOARD

PURPOSE: To establish a policy for public participation during meetings of the Board of Directors (“**Board**”), Airport Land Use Commission (“**ALUC**”), and standing committees of the Board (“**Committees**”) of the San Diego County Regional Airport Authority (“**Authority**”).

POLICY STATEMENT:

- (1) The public may participate in all public (open) sessions of the Board, ALUC, and Committees subject to the provisions of this policy, whether attending in person or through an authorized remote participation platform made available by the Authority.
- (2) No person may address the Board, ALUC, or Committees without the permission of the Chair of the Board (“**Chair**”).
- (3) Persons wishing to address the Board, ALUC, or Committees must submit a “Request to Speak” form in person to the Authority Clerk (“**Clerk**”) or may submit a request electronically or through other procedures identified on the meeting agenda for remote participation.
- (4) The “Request to Speak” form may be submitted to the Clerk at any time following the start of the meeting, but must be submitted prior to the initiation of the portion of the agenda containing the item to be addressed (e.g., Public Comment, Consent Agenda and General Items). Failure to complete a form or submit an electronic request shall not preclude testimony, if permission to address the Board is granted by the Chair.
- (5) The Public Comment Section on the agenda is reserved for persons wishing to address the Board on any matter for which another opportunity to speak is not provided on the Agenda and on matters that are within the jurisdiction of the Board. Members of the public participating remotely shall be provided the same opportunity to address the Board as members of the Public participating in person.
- (6) Persons wishing to speak on specific agenda items should reserve their comments until the specific item is taken up by the Board.
- (7) If many persons have indicated a desire to address the Board on the same issue, then the Chair shall suggest that these persons consolidate their respective testimonies. Testimony by members of the public on any item shall be limited to three (3) minutes per individual speaker and five (5) minutes for applicants, groups and referring jurisdictions. These time limits shall apply equally to in person and remote participants.
- (8) Groups shall be defined as any organization which has at least five (5) members, adopted bylaws, and meets regularly (at least semi-annually). The speaker for the group must have been

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voted on by the majority of the group to represent them; have minutes of their meetings; and have previously registered with the Authority as a recognized group.

(9) Applicants shall be defined as any person(s) or agency(ies) that has(ve) a project which requires a consistency determination by the ALUC.

(10) After a public hearing or the public comment portion of the meeting has been closed, no person shall address the Board, Commission, or Committee without first obtaining permission from the Chair to do so.

(11) The Chair may extend or reduce the amount of time given to individual speakers, applicants, groups and referring jurisdictions or suspend the requirements of this policy, provided that remote participants are afforded the same procedural rights and opportunities to comment as in-person participants.

(12) The Authority shall provide a means by which members of the public may remotely observe the meeting and offer public comment in real time during the meeting consistent with applicable law. The remote participation platform shall permit two-way communication for public comment opportunities identified on the agenda.

(13) In the event of a disruption to the remote participation platform or call-in system that prevents members of the public from offering public comment remotely, the Board, ALUC, or Committee shall follow the requirements set forth in Authority Policy 1.34, Technology Disruption Policy for Board, Airport Land Use Commission, and Committee Meetings.

(14) This policy shall apply to the conduct of meetings of the Board, ALUC, and all Committees created by the Board.

[Amended by Resolution No. 2026-0036 dated June 4, 2026.]

[Amended by Resolution No. 2018-0133 dated December 6, 2018.]

[Amended by Resolution No. 2007-0088 dated September 6, 2007.]

[Amended by Resolution No. 2006-0001 dated January 5, 2006.]

[Adopted by Resolution No. 2002-02 dated September 20, 2002.]