

**REGISTRATION FORM TO PROVIDE STATEMENTS DURING PUBLIC FORUM AT THE REGULAR MEETING  
OF THE HOUSING AUTHORITY OF THE CITY OF TAMPA'S (THA) BOARD OF COMMISSIONERS**

*Speakers must register prior to the Public Forum with this form available at [www.thafl.com](http://www.thafl.com). Forms must be completed and submitted to [Irene.Womack@thafl.com](mailto:Irene.Womack@thafl.com), prior to the commencement of the Public Forum for any meeting. A response from the board will NOT be provided at this juncture and instead will be acknowledged at the next board meeting. Should you need clarification regarding this matter, contact the Department of Community Affairs at 813.341.9101 ext. 3540.*

*Speakers must abide by the following procedures to speak during Public Forum.*

The following procedures apply to Public Forum sessions:

1. All comments that meet the following criteria from the public shall be heard at this time only, unless otherwise provided by the Chairperson at his/her discretion, or by majority vote of the Board quorum present. Written comments are encouraged in lieu of or in addition to public comments.
2. Anyone may address the Board on matters pertaining to the business of THA subject to this procedure. A speaker shall limit his/her comments to the topics listed at the bottom of this form only. Time used for questions from the Board shall not be assessed against any speaker's time limit.
3. Comments are limited to three (3) minutes per speaker. When a single matter pertaining to the business of THA attracts several speakers with differing views, the Chairperson in his/her discretion, or the Board by majority vote of the present quorum may adopt further equitable time limits, and limits on how many speakers may address the same point of view on the matter, in the interest of timeliness and orderly conduct of the meeting.
4. **Maintenance concerns can be discussed only if they are specific and meet the following criteria:**
  - Work order number is stated;
  - The appropriate time has passed for work order to be addressed.
  - The concern has previously been brought to the attention of the CEO/President by the speaker;
  - If the time has passed for the work order to be addressed and it has been brought to the attention of the CEO/President and still IS NOT complete, then it can be brought before the Board.
5. Discussion of personnel matters between Board members and /or THA staff and the speaker or others WILL NOT be allowed since THA provides an internal grievance procedure specifically to address personnel matters, whether currently pending or completed. **Additionally, abusive and/or disrespectful language by a speaker WILL NOT be acceptable under any circumstances.**
6. Appropriate matters brought before the Board at Public Forum shall be addressed in writing in the next regular Board meeting package under the "Response to Public Forum" section, unless otherwise requested or directed by the Chairperson, or by a majority vote of the present quorum of the Board.
7. Any speaker who might wish to appeal any decision made by the Board with respect to any matter considered at any regular meeting is advised that he/she will need a record of the proceeding, and for such purpose he/she may need to ensure that a verbatim record of the proceedings be made, which will include the testimony and evidence upon which the appeal is to be asked. A copy of the tape or minutes of the Board meeting may be obtained, at the requestor's expense, by contacting the Office of Public Relations.
8. The Board may consider comments made by the public at any meeting, but nothing contained herein guarantees or implies that any action by the Board or THA staff shall be taken as a result thereof.
9. **The Chairperson reserves the right to discontinue, by any appropriate means, the comments of a speaker who fails to comply with the procedures referenced herein. Signature hereon by any speaker represents the speaker's express and informed agreement to abide by the procedures referenced herein.**

NAME: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ Phone #: \_\_\_\_\_

TOPIC: \_\_\_\_\_  
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