

RESOLUTION NO. _____

**A RESOLUTION TO ESTABLISH A PUBLIC COMMENT POLICY
AND OTHER POLICIES FOR THE CONDUCT OF PUBLIC MEETINGS OF THE
CITY OF AVONDALE ESTATES BOARD OF MAYOR AND COMMISSIONERS.**

WHEREAS, the Board of Mayor and Commissioners desires to provide ample opportunity for the public to comment on City business or bring matters to the Board's attention; and

WHEREAS, the Board intends by this resolution to establish reasonable limits on the time and manner of public comments offered during Board meetings; and

WHEREAS, this policy provides the opportunity for any person to address the Board regarding any matter that may be of interest or concern to that person at every regular meeting of the Board; and

WHEREAS, this policy provides the public with the opportunity to comment before any vote on an item of business; and

WHEREAS, this policy additionally provides the public with the opportunity to comment on any item discussed by the Board at one of its work sessions at the end of that work session; and

WHEREAS, alternative channels of communication with the Board remain open and available (such as e-mail and Commissioner Chats).

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Commissioners that the following policies are hereby adopted regarding public meetings of the Board of Mayor and Commissioners of the City of Avondale Estates and public comment at such meetings:

1. Regular Meetings Public Comment Policy. Members of the public shall have the opportunity to offer public comments at every regular meeting of the Board of Mayor and Commissioners subject to the following regulations:
 - a. Public comments will be received prior to the Board voting on any business agenda item at the regular meeting.
 - b. Each speaker will be limited to one opportunity to speak per regular meeting, with such opportunity limited to three (3) minutes.
 - c. Public comments will only be allowed during the public comment period of the meeting, not during the consideration of business agenda items.
 - d. The public comment period is not a time for dialogue; if a speaker has a question for the Board or City Staff, it should be addressed to the appropriate party in writing to facilitate a well-considered response.

- e. At regular meetings, speakers may address their comment to any topic, except that when a topic is designated for a public hearing at the same meeting members of the public are not allowed to speak on this same topic during the public comment period but instead will be welcome to share their comment during the public hearing.
2. Work Session Meetings Schedule. Unless the Board determines that a work session is not necessary, a work session meeting shall commence ten (10) minutes after the adjournment of each regular meeting of the Board. The purpose of work session meetings is for the Board and staff to work on developing policies for the City and not to make any official decision.
3. Work Session Public Comment Policy. Members of the public shall have the opportunity to offer public comments at every work session meeting of the Board of Mayor and Commissioners subject to the following regulations:
- a. Public comments will be received only at the end of each work session meeting.
 - b. At work session meetings, public comments will only be allowed to address topics that appeared on the agenda for that work session meeting.
 - c. Each speaker will be limited to one opportunity to speak per work session, with such opportunity limited to three (3) minutes.
 - d. Public comments will only be allowed during the public comment period of the work session, not during the Board’s discussion of any agenda item.
 - e. The public comment period is not a time for dialogue; if a speaker has a question for the Board or City Staff, it should be addressed to the appropriate party in writing to facilitate a well-considered response.

BE IT FURTHER RESOLVED that this resolution is intended to repeal the Resolution dated July 23, 2018 as well as any other prior resolution of the Board of Mayor and Commissioners regarding public comment at Board meetings.

SO RESOLVED, this _____ day of _____, 2026.

**BOARD OF MAYOR AND COMMISSIONERS
CITY OF AVONDALE ESTATES, GEORGIA**

JONATHAN ELMORE, Mayor

ATTEST:

Karina Reyna, City Clerk