



City Council Meeting Policies & Procedures

Title:	Public Hearings	Policy Number:	1.0
Page:	1 of 2	Approved & Adopted:	10/18/2023
Revisions:			

Policy:

WHEREAS, the City of Conyers conducts its regularly scheduled business meetings on the first and third Wednesdays of the month, and the City of Conyers conducts various specially called meetings throughout the year; and

WHEREAS, in an effort to conduct its business in as efficient manner as possible, the City Council hereby adopts these procedures and rules governing that portion of its meetings that allow for Public Hearings; and

WHEREAS, these restrictions are reasonable given the limited forum in which it is applied and because it is narrowly tailored to serve a legitimate governmental interest.

Procedure:

1. Each speaker needs to register with the Clerk prior to speaking during the Public Hearing portion of the City Council meetings.
2. At the beginning of the Public Hearing portion of City Council meetings, City Staff will provide their staff report, their recommendation, and the Planning Commission recommendation.
3. The applicant shall have a total of 10 minutes to present their request, and they may reserve any of their time for rebuttal.
4. Those in attendance who wish to speak in SUPPORT of the applicant's request will have a **total** of 10 minutes to speak.
5. Those in attendance who wish to speak in OPPOSITION of the applicant's request will have a **total** of 10 minutes to speak.
6. The applicant, if they have reserved any of their initial time for rebuttal, may speak for the remaining allotted time.
7. The Mayor will then close the public hearing and seek a motion to act upon the petition.

Rules:

1. Each public speaker will be called upon by the Mayor, and each speaker must address the Mayor.
2. Prior to speaking, each speaker shall identify themselves and state their current address.



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3. Each speaker shall their limit remarks to data, evidence and opinions relevant to the proposed petition.
4. Any conversations between the speaker and other members of the audience not called upon by the Mayor shall be deemed out of order.
5. All speakers are expected to conduct themselves in an appropriate manner, and any use of abusive or profane language shall not be allowed.



City Council Meeting Policies & Procedures

Title:	Citizen's Comments	Policy Number:	2.0
Page:	1 of 1	Approved & Adopted:	10/18/2023
Revisions:			

Policy:

WHEREAS, the City of Conyers conducts its regularly scheduled business meetings on the first and third Wednesdays of the month, and the City of Conyers conducts various specially called meetings throughout the year; and

WHEREAS, in an effort to conduct its business in as efficient manner as possible, the City Council hereby adopts these procedures and rules governing that portion of its meetings that allow for Citizen's Comments; and

WHEREAS, these restrictions are reasonable given the limited forum in which it is applied and because it is narrowly tailored to serve a legitimate governmental interest.

Procedure:

1. Each speaker needs to register with the Clerk prior to speaking during the Citizen's Comment portion of the City Council meetings.
2. Each speaker will have a total of 3 minutes to speak.
3. The Citizen's Comment portion of the meeting will last a total of (not more than) 30 minutes.

Rules:

1. Citizen's comments need to be directed to the Mayor and Council and not to any members of the audience.
2. Any conversations between the speaker and other members of the audience not called upon by the Mayor shall be deemed out of order.
3. This is not a time for the Mayor and Council to answer questions or to engage in debate with the speaker.
4. If there are any questions that need to be followed-up, then the City Staff will contact the speaker after the meeting, using the contact information that the speaker provided on the registration cards handed to the Clerk.
5. All speakers are expected to conduct themselves in an appropriate manner, and any use of abusive or profane language shall not be allowed.



City Council Meeting Policies & Procedures

Title:	Public Comment on Millage Rate Hearings	Policy Number:	3.0
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Policy:

WHEREAS, the City of Conyers conducts its regularly scheduled business meetings on the first and third Wednesdays of the month, and the City of Conyers conducts various specially called meetings throughout the year; and

WHEREAS, in an effort to conduct its business in as efficient manner as possible, the City Council hereby adopts these procedures and rules governing that portion of its meetings that allow for Public Hearings during Millage Rate Hearings; and

WHEREAS, these restrictions are reasonable given the limited forum in which it is applied and because it is narrowly tailored to serve a legitimate governmental interest.

Procedure:

1. During Millage Rate Hearings, each speaker for the public comment portion of a millage rate hearing needs to register with the City Clerk prior to speaking at the hearing.
2. Each speaker will have a total of 3 minutes to speak.

Rules:

1. The speaker's comments need to be directed to the Mayor and Council and not to any members of the audience.
2. This is not a time for the Mayor and Council to answer questions or to engage in debate with the speaker.
3. Instead, if there are any questions that need to be followed-up, then the City Staff will contact the speaker after the meeting, using the contact information that the speaker provided on the registration.
4. All speakers are expected to conduct themselves in an appropriate manner, and any use of abusive or profane language shall not be allowed.



City Council Meeting Policies & Procedures

Title:	Prohibition on Campaigning During Meetings	Policy Number:	4.0
Page:	1 of 1	Approved & Adopted:	10/18/2023
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Policy:

WHEREAS, the City of Conyers conducts its regularly scheduled business meetings on the first and third Wednesdays of the month; and

WHEREAS, in an effort to conduct business in as efficient manner as possible, the City Council hereby adopts a policy that prohibits both currently elected officials and candidates for elected positions from campaigning from the podium or otherwise identifying themselves as candidates for election; and

WHEREAS, prohibiting speakers from discussing their candidacy is reasonable in light of the purpose of the forum- conducting city business- because it limits potential disruption and decreases the need for difficult judgments about whether certain speech constitutes campaigning; and

WHEREAS, the restriction is reasonable given the limited forum in which it is applied and because it is narrowly tailored to serve a legitimate governmental interest.

Rules:

No speaker at a City Council meeting, whether they are a currently elected official or a candidate for an elected position, may identify themselves as a candidate for election or otherwise campaign during said City Council meeting.



City Council Meeting Policies & Procedures

Title:	Prohibition on Disruptions	Policy Number:	5.0
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Policy:

WHEREAS, the City of Conyers conducts its regularly scheduled business meetings on the first and third Wednesdays of the month; and

WHEREAS, in an effort to conduct business in as efficient manner as possible, the City Council hereby adopts a policy prohibiting disruptions during the City Council meetings and during any meetings of any City Council boards, committees and instrumentalities; and

WHEREAS, the restriction is reasonable given the limited forum in which it is applied and because it is narrowly tailored to serve a legitimate governmental interest.

Rules:

A person shall not knowingly prevent, disrupt, obstruct or otherwise interfere with a lawful meeting or gathering of the City Council or any board, committee, or instrumentality thereof through such person's physical action, verbal utterance, or any other emission of voice, music or sound. The term "lawful meeting or gathering" shall mean any such time and place where a quorum is present.