

Date of Last Amendment: February 14, 2022

**CITY OF CAMILLA, GEORGIA  
POLICY ON THE CONDUCT OF  
WORK SESSIONS and CITY COUNCIL MEETINGS**

An agenda together with accompanying information shall be sent to the Mayor and each member of the City Council by the City Clerk three days preceding the Council meeting. This agenda, upon approval at the beginning of each meeting, shall govern the order of business for the meeting. Additions, deletions, or amendments to the approved agenda shall be made by a majority vote of the Council.

COUNCIL MEETINGS: Following approval of the minutes of the previous council meeting, there shall be an agenda item entitled “speaker appearances.” The Mayor shall recognize each individual in the order in which they signed-in and the topic of their discussion. Those individuals who have signed-in immediately prior to the meeting being called to order shall be allowed to address the Council for up to three (3) minutes.

WORK SESSIONS: There shall be an agenda item entitled “speaker appearances”. The Mayor shall recognize each individual in the order in which they signed-in and the topic of their discussion. Those individuals who have signed-in immediately prior to the meeting being called to order shall be allowed to address the Council for up to three (3) minutes.

The Council may prohibit discussion of those matters that are exempt from public discussion by the Georgia Open Meetings Act. These topics may include real estate acquisitions, pending litigation, and personnel matters. Speakers may submit any concerns exempt from discussion to the Council or City Manager in writing. No comments or presentations regarding any pending criminal charges shall be allowed until 10 days after a final judgement in the matter or until 10 days after all charges have been dismissed. Notwithstanding any provision contained in this policy, meetings of the Camilla City Council are not open forums and public comments shall be limited to those matters pertaining to the operation and function of the municipal government of the City of Camilla. Nothing in this policy shall provide any individual any right to make a presentation to the Council that is irrelevant or unrelated to the City of Camilla.

Prior to any statement or presentation to the Council, each speaker shall state his/her name and shall provide his/her address. Each speaker shall comply with the following restrictions:

1. No person shall be allowed to make obscene, derogatory, or slanderous remarks that disrupt the orderly conduct of the meeting.
2. No person shall disrupt the meeting or interfere in any way with the orderly conduct of the meeting.

3. Remarks shall end when a speaker's allotted time has expired.
4. Speakers may respond to questions from the Mayor and City Council, should clarification be necessary. Provided, however, no person shall be permitted to enter into discussion with the Mayor or Council member or any member of the City of Camilla staff during the conduct of a meeting.

The public comment period is designed to gain input from the public and not for immediate responses by the City to public comments. While the City cannot assure each speaker of a specific or individualized response, the City will consider the public comments and any supporting materials provided by speakers.

Any person who willfully violates these rules shall be prohibited from appearing before the Council for a period of 60 days. The Mayor shall order the removal of anyone who disrupts or interferes with the orderly conduct of the meeting.

#### **Availability of Agenda**

Prior to any meeting of the Camilla City Council, the Council shall make available an agenda of all matters expected to come before the Council at such meeting. The agenda shall be available upon request and shall be posted at the meeting site as far in advance of the meeting as reasonably possible, but shall not be required to be available more than two weeks prior to the meeting and shall be posted at a minimum at some time during the two-week period immediately prior to the meeting. Failure to include on the agenda an item which becomes necessary to address during the course of the meeting shall not preclude consideration of and action upon such item.