

## **ATLANTA TOWNSHIP PUBLIC COMMENT POLICY**

At each regular and special meeting which is open to the public, members of the public shall be afforded time, subject to reasonable constraints, to comment to or ask questions of the board.

Public comments and questions shall be:

- Limited to five minutes per person;
- Directed to the Board and not to individual members;
- Presented in a professional demeanor and not in a threatening, profane, vulgar or abusive manner;
- Topics relevant to the business matters of the Township Board;
- Recognized after speaker provides their name to the Clerk prior to addressing the Board.

Public comments will be accepted for a maximum of 30 minutes at each meeting. It shall be the decision of the Board if it is appropriate to respond to a question and which Board member will respond. The Board encourages all comments/questions to be submitted in writing, which will become part of the official record. Individuals who engage in repetitive comments/questions will be asked to refrain and/or yield the floor.