## TOWN OF PRINCESS ANNE, MARYLAND

## **LEGISLATIVE SESSION**

## RESOLUTION NO. 2023-\_\_03\_

A RESOLUTION TO ADOPT TOWN MEETING PROCEDURES FOR PUBLIC COMMENT.

WHEREAS, the President and Commissioners of the Town of Princess Anne desire to create a more orderly procedure for public comments during public legislative meetings and public work sessions as set forth on Exhibit "A" attached hereto.

NOW, THEREFORE, BE IT RESOLVED, by the President and Town Commissioners of the Town of Princess Anne, Maryland, do hereby adopt a procedure for public comments during public legislative meetings and public work sessions as set forth on Exhibit "A" attached hereto.

Joseph Gardner, President

Orlondo Taylor, Vice President

Shelley Johnson, Commissioner

Lionel Frederick, Commissioner

Marshall Corbin, Commissioner

Attest:

Clayton Anderson, Town Manager

# **EXHIBIT "A"**

## RULES OF PROCEDURE FOR PUBLIC COMMENT

### **PUBLIC LEGISLATIVE SESSIONS:**

- 1. Public comment speakers are to complete a Comment Card prior to speaking during the public comment portion of the public legislative session. The speaker will deliver the Comment Card to a Town staff member who is recording the meeting.
- 2. Each speaker will have one opportunity to comment.
- 3. The public comments are limited to two (2) minutes per speaker.
- 4. Each Commissioner is limited to two (2) minutes to speak during Commissioner comments.
- 5. If a Town resident or organization desires to present a discussion item to the Commissioners, they are required to submit a written request five (5) days prior to the meeting. The Commissioners will review the request and decide if a presentation is warranted. The presentation is limited to five (5) minutes.

### **WORK SESSIONS:**

- 1. Work Sessions are for Town Commissioners to discuss agenda items. Work Sessions will not have public comment.
- 2. A Town resident or organization can submit a Comment Card to a Town staff member recording the meeting.