



**CITY OF NEW ORLEANS**  
**Restoration Tax Abatement Program**  
**RTA Review Committee Meetings**  
**PUBLIC MEETING PROCEDURES**

RTA Review Committee

Monique Bourgeois  
Supplier Diversity

Kevin Hill  
Law Department

Clarence Lymon  
CAO Office

Jeffrey Schwartz  
Economic Development

Tracy St. Julien  
Historic District Landmark  
Commission

Tremon Tapp  
Workforce Development

The purpose of the Mayor's Restoration Tax Abatement Review (RTA) Committee is to provide each RTA applicant with a platform to present their project to the committee for recommendation of approval or denial. This meeting is open to the public.

Please take a moment to read our guidelines for public participation in committee meetings.

Agenda

An agenda is available for public inspection at least 24 hours prior to the meeting and may be found on the [City's webpage](#). Ordinarily the committee will address items as they appear on the agenda.

Committee Voting Procedure

Committee rules of voting procedures for all meetings are available for public inspection on the City's webpage. In order to take official action on items, the committee will pass a motion by roll call and voice vote. Generally a simple majority vote of the members present is needed to pass most motions.

Public Participation In Meetings

Comments from the public are restricted to the public forum period of regular public meetings of the committee that are required by law.

RTA Committee meetings are the forum for the committee to conduct the review of RTA applications. While the Committee meetings are open to the public pursuant to the Louisiana Open Meeting Law, they are not a forum for public expression.

Guidelines for public participation in RTA committee meetings are as followed:

- Members of the public shall engage via written public comment in a the virtual chat room to prevent disruption of the proceedings of the committee. Live comment will not be permitted.
- Members of the public are not allowed to participate in committee discussion and debate without a specific invitation by the moderator (presiding officer) and has discretion in deciding what the scope of the comments may be.
- At the beginning of the meeting, the moderator will read aloud the entire committee agenda. Thereafter, the meeting will recess for 10 minutes so that members of the public may provide written public comment on any agenda item.
- Public comments will be accepted from the time the agenda is released until the end of the 10-minute comment submittal period. Public comment received after the close of the 10-minute comment submittal period will not be considered.
- Public comment submitted in the chat room must be accompanied by the following information:
  - the commenter's full name
  - the commenter's email address
  - the referenced agenda item (RTA application # and property address)

*Any comment missing this information will not be read aloud.*

- Public comments will be published on the agenda of each meeting.
- Members of the public may not submit more than one written comment per agenda item.
- Before the Committee votes on an agenda item, a moderator will read into the record all comments pertaining to that item that have been submitted in accordance with these rules.

NOTE: Public comment may be allowed for items not requiring a vote at the discretion of the moderator/presiding officer. Such comment may be subject to additional restrictions, limitations, and/or modifications to be announced by the moderator at the outset of the meeting.

Regular Meeting Date & Time

The RTA Committee meets virtually the last Tuesday of each month starting at 10:30 AM, except when that would fall on or very near a holiday or event. All meeting dates are tentative and subject to change.