
Sec. 2.1.27. Opportunity for public to address the council on nonagenda items; "oral communications."

- (a) Every agenda for a general business meeting of the city council shall provide a period for members of the public to address the council on items of city business that are not on the agenda but are within the subject matter jurisdiction of the city council.
- (b) Speakers shall be limited to three (3) minutes each. Public input shall not be limited so long as scheduled public hearings are allowed to proceed on time. ~~Anyone desiring to speak shall reserve time at the meeting by personally filing a written request with the city clerk in advance of the time stated on the agenda for oral communications. A request from the public to comment on an item must be submitted to the city clerk prior to council consideration of the consent calendar.~~ Speakers will be called with priority given to the written requests to speak filed seven (7) days in advance, in order of receipt. Any requests to speak that have not been heard prior to any public hearing, will be heard after the other agenda items have been considered.
- (c) Persons may also request the opportunity to address the city council by filing a written request with the city manager not later than one week in advance of the meeting. The written request shall briefly state the topic to be discussed. Persons submitting such a written request shall have five (5) minutes to address the council. Persons desiring that a matter be placed on the agenda for city council discussion or action may file a request with the city manager pursuant to section 2.1.54(d).
- (d) Each person desiring to address the council shall ~~approach the podium,~~ state his or her name and address for the record, state the matter of city business he or she wishes to discuss, and state whom he or she is representing if he or she represents an organization or other persons. All remarks shall be addressed to the council as a whole and not to any member thereof. No questions shall be asked of a council member or a member of the city staff without obtaining the permission of the presiding officer. The presiding officer shall not permit any communication, oral or written, to be made or read where it does not bear on a matter of city business which is within the subject matter jurisdiction of the city council. ~~To facilitate organized presentations, a representative of a group of persons may submit a request to speak on behalf of the group. The representative must identify the group and list not fewer than four (4) members of the group who must be present when the item is called and all members of the group must remain for the duration of the presentation. The presentation on behalf of the group shall not exceed ten (10) minutes.~~
- (e) No action or discussion shall occur on any item raised during oral communications, except for matters requiring immediate attention which are added to the agenda. Members of the city council may briefly respond to statements made or questions posed by person speaking during oral communications. Members of the city council may also ask a question for clarification, or provide a reference to staff or other resources for factual information, or request a report back from the city manager, or his or her staff, or the city attorney at a subsequent meeting. Matters requiring city council action may be referred to the city manager for placement before the city council at a later date upon direction by the presiding officer or at the request of any member of the council.

(Ord. No. 94-10, § 2, 5-4-94; Ord. No. 95-05, § 4, 3-15-95; Ord. No. 99-28, § 5, 11-3-99; Ord. No. 01-103-1, 2-21-01; Ord. No. 23-OR0764-1, § 2, 11-15-2023)