

POLICY TITLE      CITY COUNCIL MEETINGS — ORAL COMMUNICATIONS (7:00 P.M. SESSION)

**POLICY STATEMENT:**

In accordance with the Brown Act, every agenda for the 2nd and 4th Tuesday regular meetings of the Council will provide the public an opportunity to address the Council on matters not on the agenda. This period will be known as Oral Communications and will be governed as follows:

1.     Thirty (30) minutes\* will be allocated for oral communications during the evening session of the City Council.
2.     No individual will be allowed to speak for more than three minutes\*.
3.     No individual may speak more than once during the oral communication period.
4.     Individuals who did not speak at the previous Council meeting's oral communications will be given first preference to speak.
5.     All speakers must address the entire Council and will not be permitted to engage in dialogue.
6.     In the interest of civil discourse, the same rules specified in the Council Rules of Procedure (Decorum) and principles for Rules of Debate shall apply for this section as well, and are hereby incorporated by reference. It shall be the responsibility of the presiding officer to ensure that Oral Communications are conducted in such a manner that avoids disruptive activity, promotes mutual respect, keeps comments focused on issues, and avoids personal attack.

\* Time limits may be increased or decreased at the Mayor's discretion.

AUTHORIZATION: Council Policy Manual Update of November 17, 1998