

Policy on Addressing the Council at City Council meetings

Resident citizens of the City of Olmos Park and Olmos Park business owners may address the City Council in a variety of ways. Written comments on agenda items are encouraged and are most effective if presented at least four (4) days prior to the scheduled council meeting. Non-residents and non-business owners may also provide written comments to City Council on agenda items.

Verbal comments on matters that are **not on the agenda** may only be provided by residents or business owners of the City of Olmos Park during the “**citizens to be heard**” period at the beginning of every meeting. Council or city staff responses to citizens addressing Council on a matter which is not on the posted agenda are limited to a statement of specific factual information; a statement of existing city policy; or discussion regarding when the matter can be placed on the council’s agenda for consideration at a future meeting in accordance with the Texas Open Meetings Act. Action may not be taken on issues not listed on the agenda.

Resident citizens and business owners of the City may address the City Council **on items on the agenda**. A time limit of three (3) minutes is provided.

- Any Resident of the City of Olmos Park wishing to address the council on one or more items on the agenda must sign by 6:00 p.m. on the register that will include providing full name and address and also indicate the item or items on the agenda the person wishes to address. Each speaker shall be limited to three (3) minutes to address all items on the agenda the speaker wishes to address. Each speaker shall take his or her three (3) minutes in order in which the speakers signed up.
- Any Resident of the City of Olmos Park wishing to address the council during “citizens to be heard” must sign by 6:00 p.m. on the register that will include providing full name and address and also indicate the item or items on the agenda the person wishes to address. The person may be heard only at the “citizens to be heard” portion of the regular meetings. Speakers at “citizens to be heard” shall be limited to three (3) minutes.
 - Whether speaking on an agenda item or at the “citizens to be heard” portion of the meeting, those signed up to speak shall be called in the order that they have registered. No personal attacks shall be allowed by any speaker.
 - For officially called public hearings, each speaker shall be limited to five (5) minutes (unless otherwise set by the Mayor) with a cumulative limit of thirty (30) minutes for each side (those for a proposal and those against a proposal). Proponents shall speak first followed by opponents. At the end of the hearing, the proponents shall be given an additional five (5) minutes for rebuttal.
- Any person may speak at officially called **public hearings** provided they have complied with all speaker sign in requirements.

RESOLUTION NO. 2018-02

**A RESOLUTION OF THE CITY OF OLMOS PARK, TEXAS
ADOPTING THE CITY COUNCIL POLICIES AND
PROCEDURES REGARDING INDIVIDUALS ADDRESSING THE
COUNCIL DURING PUBLIC COMMENT; DECLARING A
PUBLIC PURPOSE; INCORPORATING RECITALS; AND
SETTING AN EFFECTIVE DATE**

WHEREAS, state law allows the City of Olmos Park (City) to adopt reasonable rules of procedure regarding public comment at open meetings and the City Council finds that a public purpose is served by adopting its current rules regarding public comment; and

WHEREAS, the City Council wishes to assure the rights of all its citizens and business owners to address the Council and to maintain order and finds the amendments hereto serve such purpose and are in the public interest; now

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF OLMOS PARK, TEXAS THAT:

SECTION 1. POLICY. The City Council hereby adopts the attached Policy on Addressing the Council at City Council meetings attached hereto as Exhibit 1.

SECTION 2. INCORPORATION OF RECITALS. The City hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the City hereby incorporates such recitals as findings of fact as an integral part of this Resolution.

SECTION 3. EFFECTIVE DATE. This Resolution shall become effective immediately following its passage.

PASSED, APPROVED AND RESOLVED by the City Council of Olmos Park this the 19 day of July, 2018

APPROVED:

Ronald Hornberger
Mayor

ATTEST:

Diane Gonzales, City Secretary