
Sec. 2-192. Public speakers.

(a) Speaker registration.

1. A person who intends to speak at the city council's business meeting on a resolution, ordinance, or public hearing, or at the hearing of visitors will be encouraged to register with the city secretary's staff outside the meeting room. The person will be asked to fill out a registration card containing:
 - a. The person's name and address;
 - b. Meeting date;
 - c. Whom the person is representing, if any;
 - d. The agenda item on which the person is speaking or the topic for the hearing of visitors; and
 - e. Such other information requested by the city secretary.
2. Registration will begin 15 minutes prior to the posted council meeting time. Registration will continue until before the last person who has registered to testify on the item has begun to testify.
3. If a hearing or item for which a person has registered is continued or pulled from the agenda, a person who has registered but has not spoken must re-register as a speaker at the subsequent meeting during which the hearing or item is considered by the council.

(b) Speaking Time.

1. Presentations are limited to three minutes for each individual.
2. At the beginning of the work session will be a time period for persons to speak about agenda items. The speaker will be allotted one presentation regardless of the number of work session or business session items that the speaker wishes to address.
3. Persons wishing to speak on an item that is set for a public hearing must speak at the public hearing and may not speak about the item during a work session on the same day.
4. For all non-public hearing items, a person who speaks at the work session about the voting item may not speak on that item at the business session on the same day.
5. At the business session, a person who registers to speak on multiple voting items, for which there is not a public hearing, must speak on all items at the time that the first item for which the speaker is registered is considered by the council.
6. In a public hearing involving an application by a person other than the city, the applicant will be given additional presentation time after all other speakers. This additional presentation time is limited to three minutes.
7. When speaking for ten or more individuals present in the city council chamber, the presentation is limited to ten minutes by the representative of the group, and other members of the group may not speak. Individuals may be asked to stand to confirm their attendance.
8. The presiding officer may impose more restrictive time limits on items that are not public hearings, but for which a large number of persons register to speak.
9. For any person addressing the council through the use of a translator, the speaking time will be doubled to accommodate the translation services.

(c) Hearing of visitors.

1. The council will hold a hearing of visitors at the regular, business meeting of the city council.

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2. During the hearing of visitors, the city council will provide an opportunity for persons to present concerns or address issues that are not matters for consideration listed on a posted meeting agenda during an "open microphone" period at city council meetings.
 3. The order in which speakers will be called will be determined by the presiding officer.
 4. Council members may not respond to persons speaking during the hearing of visitors or engage in debate with the person.

(Ord. No. 2014-744, §§ 2, 3, 12-2-14 ; Ord. No. 2017-1087 , § 1, 12-19-17; Ord. No. 2019-519 , § 1, 8-20-19)

Sec. 2-193. Public hearings.

Public hearings shall be conducted in the following manner:

- (1) Reading of the caption of the ordinance;
- (2) Hearing of staff comments;
- (3) Opening of public hearing;
- (4) Closing of public hearing;
- (5) Motion and second;
- (6) City council discussion; and
- (7) Vote on the motion.

In a public hearing involving an application by a person other than the city, the order of speakers is as follows:

- (1) Applicant (or applicant's representative);
- (2) Proponents;
- (3) Opponents;
- (4) Any other persons wishing to speak regarding the item; and
- (5) Applicant (or applicant's representative) for an additional period.

(Ord. No. 2014-744, §§ 2, 3, 12-2-14 ; Ord. No. 2017-1087 , § 1, 12-19-17)