

City Council Meeting Public Comment Guidelines

The Cornelius City Council welcomes and invites public comment at its meetings. Opposing viewpoints may be expressed respectfully during public comment. As a courtesy, please address comments to the Council and not to the audience present. Please show respect for all speakers and avoid personal comments.

After registering prior to the meeting for virtual comment, or in-person via the public comment card, during the public comment section of the meeting agenda you will be invited to come forward to the table in the center at the front of the room to provide your comments.

As a reminder, the Council does not respond to specific comments during the meeting. However, the City Manager may direct staff to follow up with you regarding your comments or questions. Comments are limited to three minutes per person.

General Public Comment, General Public Hearing Testimony, and Quasi-Judicial* Public Hearing Testimony

- **Speaking In Person:** Please fill out a yellow card on the table in the back of the room and give it to the City Recorder. If you have a written statement for the Council, please have 6 copies available and give them to the City Recorder, who will distribute them to the Council. When your name is called, please be seated at the testimony table and state only your name for the record. Presentations are limited to three minutes.
- **Speaking Virtually via the Zoom online Meeting:** Register to speak by contacting the City Recorder before 3:00pm the day of the meeting. Email cityrecorder@CorneliusOr.gov or call 503-357-9112 to provide your name, address, phone number, and email address. Members of the public will not be able to share their screen or turn their camera on during the meeting. Any related presentation or other materials should be submitted to the City as written testimony.

Quasi-Judicial* Public Hearings

- For land use hearings, a staff member will come forward and outline the Oregon Revised Statute (ORS) 197 requirements for the hearing before the presiding officer opens the hearing.
- All interested persons will be invited to speak following the opening of the hearing. Oral testimony will be taken in the following order: applicant, other proponents and opponents, followed by the applicant's rebuttal.
- Testimony should avoid repetition of issues, be based on the application or on the specific approval criteria outlined in the staff report for the item and is limited to three minutes. More time, if needed, may be provided at the presiding officer's discretion.
- For land use hearings, ORS 197.763 provides that, under certain circumstances, the record may remain open or a continuance may be granted upon the request of a participant.

*Quasi-judicial hearings allow the City Council to hear sworn testimony, obtain evidence and provide for cross examination of witnesses, with the decision based solely on the evidence presented.