

**SUBJECT:**  
**Public Use of Council Chambers**

**POLICY NUMBER 100-39**  
**ADOPTED 9-25-91**  
**REVISED 12-12-01**  
**REVISED 1-23-08**  
**REVISED 2-15-17**  
**REVISED 11-16-22**

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Availability of City Council Chambers to the Public

It is the policy of the City Council that the City Council Chambers located at the Oceanside Civic Center (300 North Coast Highway) be available on a reasonable basis during the hours of 8:00 a.m. to 5:00 p.m. on Mondays, Tuesdays, Thursdays and during the hours of 8:00 a.m. to 4:00 p.m. on Fridays for use by members of the public including, but not limited to, Oceanside community organizations, public agencies and private companies, for purposes of conducting meetings, lectures, neighborhood workshops and other similar purposes. The City Council Chambers may be used by the public on Wednesdays, provided the request does not conflict with a scheduled City Council meeting or workshop. Public use of the City Council Chambers on Wednesdays shall be at the discretion of the City Manager. The Council Chambers will be unavailable for use on City holidays.

It is recognized that the primary purpose of the City Council Chambers is to provide facilities for meetings of the Oceanside City Council, City Planning Commission and other City commissions, boards and committees. It is also recognized that the large meeting facilities known as the community rooms, located adjacent to the main library, are available for community meetings, special events and gatherings and that these community rooms serve as the primary facilities for such meetings and gatherings.

It is further the policy of the City Council that all organizations, groups and individuals using the City Council Chambers for purposes other than for meetings, events and/or gatherings sponsored and/or conducted by the City of Oceanside, shall be assessed a facility fee of \$90.00 per hour to cover the total cost of providing facility maintenance, security and personnel essential to operate the Chamber. Facility reservations shall be made through the City Manager's Office on a first-availability basis.

It is further the policy of the City Council that food and beverages are prohibited within the Council Chambers.