

# Welcome

## TO OAKLAND CITY HALL

We want to make your visit to Oakland City Hall a pleasant one. In order to assist our efforts to provide a safe, secure and pleasant environment and to protect this national historic landmark, we require compliance with the following policies:

### ACCESS – PUBLIC

City Hall is open to the public from 8:30 a.m. to 5:30 p.m., Monday through Friday, unless there is a scheduled Public Meeting. City Hall is closed to the public on Saturdays and Sundays and on all national holidays including: New Year's Day, Dr. Martin Luther King, Jr. Day, Lincoln's Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day (as well as the Friday following Thanksgiving) and Christmas Day.

Members of the public entering City Hall during the standard building hours of operation for public meetings are not required to sign in. Members of the public entering City Hall for other City business or activities must sign in and proceed only to the area where that City business or activity occurs.

### LOST AND FOUND

Lost items in City Hall that are found are brought to the Dalziel (250 Frank H. Ogawa Plaza) Security Office. Items held for more than 90 days will be disposed of as decided by the Building Services Manager or his or her designee in accordance with California Civil Code Sections 2080 – 2080.6. Where City Hall Security determines a lost item could be hazardous, City Hall reserves the right to immediately dispose of such items.

### NOISE

We ask that you please refrain from making excessive noise in order not to disrupt City business.

### SPECIAL EVENT/ RALLIES

Rallies are held on the front steps of City Hall and in various areas of Frank H. Ogawa Plaza. Each rally must be scheduled with the Facilities Complex Office in 250 Frank H. Ogawa Plaza, Suite 1329. An application form must be submitted to and approved by the Building Services Manager. Amplified sound is allowed in accordance with O.M.C. 12.56, between 12 noon- 1pm and after 5pm. If you wish to have amplified sound you must submit a copy of the special event application permit to the City Administrator's Office of Special Activity, located on the 11<sup>th</sup> floor of City Hall in order to obtain a sound permit. The City reserves the right to designate the space to be used for the event. Applicants are given space on a first-come first-served basis. The interior of City Hall is not a public forum and is not designated for use for press conferences or rallies.

### SIGNS, TABLES & EXHIBITS

Signs mounted on sticks or poles are not permitted in City Hall. Banners are permitted only during special licensed events or services and subject to the terms of a written agreement with the City. Small paper or cardboard signs no larger than (11"x17") that can be carried by hand are allowed. Signs, banners, models and similar objects shall not be displayed in hearing rooms in such a manner that would obstruct or interfere with another person's ability to observe hear or participate in a meeting. Installation of tables or exhibits by private individuals or groups is not permitted in the hallway areas outside of the Council Chamber or Hearing Rooms in City Hall.

### PROHIBITED ITEMS

No one in possession of any item that can be used for malicious intent will be allowed access to City Hall with that item. If City Hall Security determines that any item a person is attempting to bring into City Hall could otherwise be dangerous to persons or property, City Hall Security may deny access with such items. City Hall Security will not hold or store any prohibited or hazardous items.

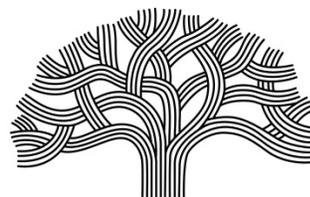
The following are examples of items are prohibited at City Hall.

Prohibited items:

- Firearms (unless carried by a California or Federal peace officer)
- Club in length greater than 12 inches (this does not include canes, umbrellas or tripods)
- Aerosol cans or pressurized paint sprayers
- Paint projectiles
- Metal sheet or shields
- Wrenches or tools greater than 12 inches
- Pyrotechnics/fireworks
- Balloon, helium and helium-filled balloons
- Decorations or props that will damage building surfaces. This includes any type of paint, stickers, nail, fasteners, glue or other adhesive
- Spring-loaded knives or knives with blades more than 4 inches
- Roller skates, skateboards, bicycles
- Any act, device, object or decoration, which may cause harm or damage to an individual or property as determined by City Hall Security

### VANDALISM

City Hall is owned by the City of Oakland and is an important historical landmark. In accordance with California Penal Code Section 594, no person may vandalize, mark, paint, damage, destroy or deface with graffiti or other inscribed material any real or personal property owned by the City, including vehicles, signs, fixtures, walls, floors, furnishings or other property. No person shall use any material, device, object or decoration, which may cause harm or damage to an individual or property owned by the City, including but not limited to property within office spaces as well as public areas.



CITY OF OAKLAND