

**Oak Park Township
Board of Trustees**

Public Comment Rules

Under the Illinois Open Meetings Act, “Any person shall be permitted an opportunity to address public officials under the rules established and recorded by the public body.”

- 1) Public Comment will generally be at the top of the meeting agenda.
- 2) Written statements received in hard copy or electronic format at the Township by 5pm the day of the Board meeting will be read into the record by the Township Clerk in the order in which they are received.
- 3) Speakers present at the meeting must sign in prior to speaking, so that they can be called upon by name and in order of arrival. Provision of speaker address and speaking topic are optional.
- 4) Speakers, or individuals submitting comments can be residents or non-residents of Oak Park, and should state their residency in their comments.
- 5) A speaker will comment for a maximum of 3 minutes. The Township Clerk will inform the speaker when they have 1 minute remaining.
- 6) A speaker has one opportunity per meeting to make public comment.
- 7) Topics must be related to the business of Oak Park Township, but not necessarily to items on the agenda.
- 8) There will be a maximum public comment time of 15 minutes; the Supervisor may increase this time at her/his discretion.
- 9) Elected officials and staff of Oak Park Township will not respond to statements made or questions asked during Public Comment.
- 10) A speaker does not have the right to engage in disorderly conduct, disrupt a meeting or incite violence. If those occur, the speaker may be asked to leave or may be escorted out of the meeting.