

## Village of Lincolnshire Rules for Public Comment

A. At the start of the period for public comment the Mayor or acting chairperson will advise the public:

1. the amount of time permitted for public comment;
2. that all speakers shall state their names and whether they are a resident or represent a Village business before addressing the Village Board; and
3. to avoid repetitive comments, testimony, and general questions.

B. Each person will be permitted to speak one time only, unless the Mayor or acting chairperson determines that allowing a speaker to address the Village Board again will contribute new testimony or evidence germane to an issue on the agenda for that meeting.

C. All comments from the public will be limited to two (2) minutes per person. No person may assign their time to any other person.

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D. The total time available for public comment during any meeting shall be limited to 30 minutes unless the Village Board waives the rule prior to the commencement of the time for public comment. **If the Village Board finds there are more numerous requests to make public comment than time will permit, the Village Board shall make an effort to ensure an equal amount of time for comments in favor and against the subject matter of the comments. The Village Board shall not be required to allow every person who wishes to address the Village Board to do so, so long as the Village Board finds that representative comments have been presented for each side of an issue subject to debate.** Any person who is not allowed to make remarks during public comment shall be permitted to submit written comment to the Village Manager either before or after the time for public comment by visiting the following link: <http://village.lincolnshire.il.us/government/village-staff>.

E. All comments must be civil in nature. Any person who engages in threatening, slanderous or disorderly behavior when addressing the Village Board shall be deemed out-of-order by the Mayor or acting chairperson and his or her time to address the Village Board at said meeting shall end. Repeated or extraordinary occurrences of disorderly conduct shall be grounds for the Mayor or acting chairperson to cause the offending person to be removed from the meeting room.

### Citations in Support of Rules:

- Any person shall be permitted an opportunity to address public officials under the rules established and recorded by the public body. 5 ILCS 120/2.06(g)
- A rule allowing a total of 30 minutes for public comment and limiting each speaker to two minutes is reasonable. (2011 PAC 12740.)
- A rule providing only one opportunity to speak per speaker is also reasonable. (2011 PAC 17388.)
- While a public body must ensure the citizen's right to speak at a meeting, it also is invested with authority to proscribe reasonable rules to govern meeting decorum and procedure. (2012 PAC 18294.)
- Removal of a person from a meeting for threatening the mayor and disrupting the board meeting is not a violation of the OMA. (2011 PAC 17370 and 2011 PAC 18356.)
- A policy that allows comment at the beginning and end of a meeting, but not during agenda items, is reasonable. (2011 PAC 13082.)