

**OSWEGOLAND PARK DISTRICT
WILL & KENDALL COUNTIES, OSWEGO, ILLINOIS**

RESOLUTION NO. 240919-1

**A RESOLUTION OF THE OSWEGOLAND PARK DISTRICT ADOPTING
PUBLIC COMMENT AND PARTICIPATION RULES FOR ALL MEETINGS OF THE BOARD AND
ITS COMMITTEES SUBJECT TO THE OPEN MEETINGS ACT (5 ILCS 120/1 et seq.)**

WHEREAS, the Board of Park Commissioners (the "Board") of the **OSWEGOLAND PARK DISTRICT** will accept public comments at all meetings of the Board and its Committees that are subject to the Open Meetings Act (5 ILCS 120/1 et seq.); and

WHEREAS, during each meeting of the Board which is open to the public, members of the public will be afforded an opportunity, subject to the reasonable constraints established and recorded in this policy's guidelines, to provide public comments on topics that are within the purview of the Board;

WHEREAS, the Board desires to set and adopt a clear process for the Board to establish and publish procedures and guidelines that govern the public participation portion of each Board meeting which is open to the public in order to conduct the business and affairs of the OSWEGOLAND PARK DISTRICT in an orderly, efficient manner.

NOW, THEREFORE, be it resolved by the Board of Park Commissioners of the OSWEGOLAND PARK DISTRICT as follows:

1. NOTICE OF MEETINGS.

A public comment period will be held during each public meeting of the Board. A schedule of the regular meetings of the OSWEGOLAND PARK DISTRICT shall be made publicly available at the beginning of each calendar year and shall include the date, time, and location of each meeting. All meetings of the Board are subject to change and will be posted in accordance with the Open Meetings Act.

2. PRESENTATIONS.

Public comments shall not contain remarks of a personal or confidential nature directed toward a member of the Board, employees of the OSWEGOLAND PARK DISTRICT, patron matters, or any other individual. The Board will not hear presentations on the following topics: vendors seeking to sell goods or services to the OSWEGOLAND PARK DISTRICT; litigation involving the OSWEGOLAND PARK DISTRICT; matters under investigation by the OSWEGOLAND PARK DISTRICT or the Inspector General; proposals or bids or contracts or professional services agreements with the OSWEGOLAND PARK DISTRICT during the past 12 months or grievances of employees, contractors, consultants or other entities doing business with the OSWEGOLAND PARK DISTRICT.

Public comments and concerns should be limited to OSWEGOLAND PARK DISTRICT business. Comments on the performance of specific employees must be addressed to the Executive Director separate from the Board meeting. The President of the Board is granted broad discretion to limit the remarks of any speaker who fails to follow the requirements of this Resolution.

3. PUBLIC COMMENT & PARTICIPATION GUIDELINES.

For the Board to preserve sufficient time to complete the scheduled meeting agenda in an effective and efficient fashion, a maximum of 30 minutes of public participation will be permitted at each meeting when the public is present. Therefore, it is the Board President's prerogative to limit the discussion of any speaker to allow for broad and diverse public participation. Persons wishing to make public comment on issues before the Board shall abide by the following procedural rules that govern who addresses the Board:

- Speakers wishing to speak must be present at the meeting.
- Public comment and participation will be permitted during the "Public Comment" portion of the agenda.
- The time allowed for each person to speak will be three (3) minutes. Speakers are asked to strictly adhere to time allocated and to be brief and to the point. Speakers may not cede their time to another person.
- Members of the public wishing to speak are urged, but not required, to sign in prior to the commencement of the Board meeting and provide their name and address. If applicable, the individual will provide the organization or association with which they are affiliated.
- The Board President will ask if anyone wishes to address the Board and will determine the order in which the speakers are recognized. Speakers are urged, but not required, to identify themselves, their residence address, topic(s), and group affiliation, if any, before speaking.
- Speakers may provide written copies of their comments to the Board. Requests to append written statements or correspondence to the meeting minutes will not be honored as meeting minutes are a summary of the Board's discussion and actions. Written materials presented to the Board may be included in the Board's files but will not be attached to the meeting minutes.
- Groups are asked to designate a single spokesperson.
- Any individual may record statements made during the meeting. However, recordings should be conducted in such a manner so as not to interfere with the business of the Board.
- Board members will generally not respond to comments from speakers. However, on occasion, the Board President may respond as appropriate and ask questions for clarification or direct speakers to the appropriate staff member for assistance. Issues requiring possible action by the Board may be added to a future agenda. Issues that may need to be addressed by the administration will be duly noted.

- Individuals addressing the Board must at all times adhere to the policies and rules of the OSWEGOLAND PARK DISTRICT as may be necessary for the efficient and orderly conduct of the meeting.
- All public comments shall be addressed to the Board as a whole and no comments shall be addressed to individual members of the Board, staff, or other members of the public.
- Abusive, profane, frivolous, harassing and/or repetitive comments and/or personal attacks will not be permitted. If any member of the public indulges in such remarks or otherwise engages in conduct injurious to the harmony of the Board and the meeting, the speaker will forfeit the opportunity to speak at that meeting.
- Failure to adhere to the above rules or OSWEGOLAND PARK DISTRICT policies may result in removal of the speaker from Park District property.
- The Board President shall decide all questions of order.

The Board appreciates all who participate in open and orderly meetings.

4. RECORD KEEPING.

The nature of any comment may be included in the meeting minutes that will be kept and made publicly available on the OSWEGOLAND PARK DISTRICT’S website following approval of the minutes by the Board.

5. IMPLEMENTATION.

The Executive Director is authorized and directed to implement the provisions of this Resolution.

6. THESE CHANGES ARE EFFECTIVE IMMEDIATELY UPON ADOPTION OF THIS RESOLUTION.

NOW THEREFORE, BE IT RESOLVED BY OSWEGOLAND PARK DISTRICT ILLINOIS, THAT:

The OSWEGOLAND PARK DISTRICT adopts this Resolution for Public Comment and Participation Rules for all meetings of the Board and its committees subject to the Open Meetings Act (5 ILCS 120/1 et seq.).

ADOPTED this 19th day of SEPTEMBER 2024.

Roll Call Vote:

Ayes: 4
 Nays: 0
 Absent: 1
 Abstain: 0

CERTIFIED by David Behrens

David Behrens, President
 Oswegoland Park District,
 Board of Commissioners

ATTESTED by Cindy Benson

Cindy Benson, Secretary
 Oswegoland Park District,
 Board of Commissioners

