

Exhibit B

Public Comment Rules

City of Aurora, Illinois

[Committee Name] Committee

The City of Aurora, Illinois, City Council [Committee Name] Committee, a public body as defined by the Illinois Open Meetings Act, 5 ILCS 120/1 *et. seq.*, adopts these rules providing for the opportunity for persons to address the Committee in the manner and times as set forth below:

1. **In General.** Subject to the provisions of these rules, members of the public shall be permitted to address the Committee on any subject at each of its meetings as of right. The Committee need not and shall not take any vote to authorize members of the public to exercise their rights under these rules.
2. **Individual Time Limitations.** No member of the public may be recognized for the purpose of offering public comment more than once at any single meeting or for a duration longer than three (3) minutes. A member of the public may not “yield” or “share” any portion of his allotted three (3) minutes with any other member of the public so as to extend the other person’s allotted time beyond three (3) minutes. The Committee’s clerk shall monitor the time.
3. **Aggregate Time Limitations.** Total public comment at any committee meeting shall not exceed thirty (30) minutes. The Committee’s clerk shall monitor the time.
4. **Interruptions.** The presiding officer shall take reasonable steps to ensure that no member of the Committee, City officer or employee, or other member of the public, interrupts a member of the public while addressing the Committee pursuant to these rules. Time spent resolving interruptions shall not be counted against the speaker’s allotted time.
5. **Sign-In Sheet.** Committee staff shall offer members of the public a sign-in sheet requesting their name and the item of business (if applicable) they wish to address the Committee on. If a member of the public does not wish to provide his or her name, he or she should provide some other descriptor that the presiding officer can use to recognize him or her for the purpose of addressing the Committee.
6. **Order of Business.** The agenda for all meetings of the Committee shall provide as an agenda item a time for the public to address the Committee on other matters to be considered by the Committee during that meeting as well as a time for members of the public to address the Committee on all other topics. Subject to the time limitations contained in these rules, a Committee shall entertain public comment related to an agenda item at some point prior to its consideration by the Committee. Recognizing some business items will draw more public interest than others and that the extent of the public interest in addressing the Committee may not be known until the Committee convenes, the presiding officer shall have the discretion to adjust the Committee’s order of business as set forth herein to more efficiently accommodate public comment.
 - a. Consideration of Items for Which No Public Comment Will Be Offered First. The presiding officer, in his or her discretion, may alter the sequence of business items on the agenda

to consider items for which no public comment will be offered first before considering business items for which public comment will be offered.

- b. Public Comment Prior to All Business Items. The presiding officer, in his or her discretion, may entertain all public comment related to agenda business items prior to the consideration of any business item.
 - c. Public Comment Prior to Individual Business Items. The presiding officer, in his or her discretion, may entertain public comment related to a business item at the time the committee is considering that item.
7. **Comment by City Officials and Staff Who Are Not Members of the Committee or by Members of the Public with Business before the Committee.** The Committee, in its discretion, may call upon City officers and employees and members of the public with business before the Committee to speak to items of business pending before the Committee. Whenever the Committee calls upon such a person to speak to a specific item of business, his or her remarks shall not constitute public comment and the time limitations of these rules shall not apply to their remarks nor shall the duration of their remarks be counted against the time limit set forth in Paragraph 3. In all other instances, City officers and employees wishing to offer their comments to the Committee shall be subject to the same rules with respect to their public comments as member of the public at large.