

**ORLAND TOWNSHIP
COOK COUNTY, ILLINOIS**

RESOLUTION NO. 01-01-19-21

**A RESOLUTION APPROVING AND ADOPTING PUBLIC COMMENT GUIDELINES,
FOR ORLAND TOWNSHIP, COUNTY OF COOK, STATE OF ILLINOIS.**

**ADOPTED BY THE
TOWNSHIP BOARD OF ORLAND TOWNSHIP**

**PAUL A. O'GRADY, Township Supervisor
CINDY M. MURRAY, Township Clerk**

**PATRICK FELDNER
ANTONIO RUBINO
MARIA SANFILIPPO
JOHN LYNCH
Trustees**

Published in pamphlet form by authority of the Township Board of Orland Township, Cook County, Illinois, this 19th day of January, 2021

Del Galdo Law Group, LLC – Township Attorney – 1441 South Harlem Avenue, Berwyn, Illinois 60402

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COOK COUNTY, ILLINOIS**

RESOLUTION NO. 01-01-19-21

**A RESOLUTION APPROVING AND ADOPTING PUBLIC COMMENT GUIDELINES,
FOR ORLAND TOWNSHIP, COUNTY OF COOK, STATE OF ILLINOIS.**

WHEREAS, Orland Township, Cook County, Illinois (the “Township”), is a duly organized and existing township and unit of local government created under the provisions of the laws of the State of Illinois, and is operating under the provisions of the Illinois Township Code, 60 ILCS 1/1-1, *et seq.* (the “Code”), and all laws amendatory thereto; and

WHEREAS, the Township Supervisor (the “Supervisor”) and the Township Trustees (the “Trustees”, and with the Supervisor, the “Township Board”) are committed to ensuring the efficient operation of government and promoting public involvement in Township government; and

WHEREAS, Section 2.06(g) of the Illinois Open Meetings Act, 5 ILCS 120/2.06(g), requires that any person shall be permitted an opportunity to address public officials under the rules established and recorded by the public body at any meeting subject to the Illinois Open Meetings Act; and

WHEREAS, the Township Board welcomes and encourages individuals to make public comments at each regular and special public meeting of Township boards and committees; and

WHEREAS, in light of the foregoing, the Township Board has determined that it is in the best interest of the Township to approve and adopt guidelines regarding public comment at regular and special public meetings of the Township boards and committees (the “Public Comment Guidelines”), a copy of which is attached hereto as Exhibit A;

NOW, THEREFORE, BE IT RESOLVED by the Township Board of Orland Township, Cook County, Illinois, as follows:

Section 1. Preamble. The statements set forth in the preamble to this Resolution are found to be true and correct and are incorporated into this Resolution as if set forth in full.

Section 2. Purpose. The purpose of this Resolution is to approve and adopt the Public Comment Guidelines, a copy of which is attached hereto as Exhibit A.

Section 3. Approval and Adoption of Public Comment Guidelines. The Township Board hereby approves and adopts the Public Comment Guidelines, a copy of which is attached hereto and incorporated herein as Exhibit A. Copies of the Public Comment Guidelines shall be posted on the bulletin board in the Township Office, and on the Township website, and shall be made available along with the agenda at each Township meeting.

Section 4. **Additional Authorizations.** All prior actions of the Township’s officials, employees and agents with respect to the subject matter of this Resolution are hereby expressly ratified.

Section 5. **Severability.** The provisions of this Resolution are hereby declared to be severable, and should any provision of this Resolution be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein, and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

Section 6. **Superseder.** All Township resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

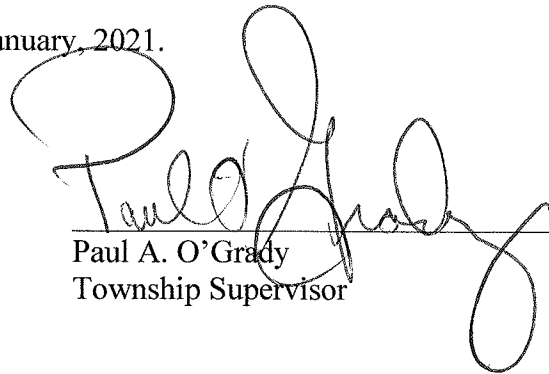
Section 7. **Effective Date.** This Resolution shall be immediately in full force and effect after passage and approval.

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PASSED by the Township Board of Orland Township, Cook County, Illinois, on the 19th day of January, 2021 by the following roll-call vote:

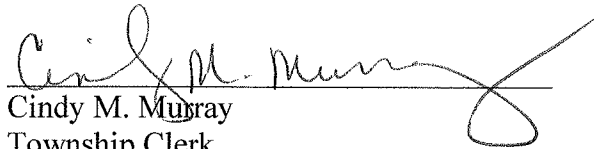
Feldner: Aye
Rubino: Aye
Sanfilippo: Aye
Lynch: Aye
Supervisor O'Grady: Aye

APPROVED this 19th day of January, 2021.



Paul A. O'Grady
Township Supervisor

ATTEST:



Cindy M. Murray
Township Clerk

COUNTY OF COOK)
) SS
STATE OF ILLINOIS)

CLERK'S CERTIFICATE

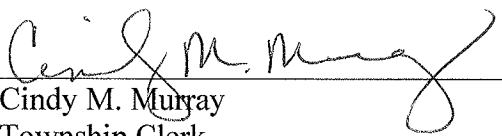
I, Cindy M. Murray, certify that I am the elected and duly qualified Clerk of Orland Township, Cook County, Illinois (the "Township") and, as such, I am the keeper of the records and files of the Township and its Supervisor and Trustees (collectively, the "Township Board"). I further certify as follows:

Attached to this Certificate is a true, correct and complete copy of Township Resolution No. 01-01-19-21, entitled:

**A RESOLUTION APPROVING AND ADOPTING PUBLIC COMMENT GUIDELINES,
FOR ORLAND TOWNSHIP, COUNTY OF COOK, STATE OF ILLINOIS.**

This Resolution was duly passed and approved by the Township Board at a duly noticed meeting held on the 19th day of January, 2021. I do further certify that a quorum of said Township Board was present at said meeting, and that the Township Board complied with all the requirements of the Illinois Open Meetings Act in connection with said meeting.

Given under my hand and official seal at Orland Township, Cook County, Illinois, this 19th day of January, 2021.


Cindy M. Murray
Township Clerk

(SEAL)

EXHIBIT A

ORLAND TOWNSHIP

PUBLIC COMMENT GUIDELINES

It shall be the policy of Orland Township (the "Township") that any person shall be allowed to address public officials at any board or committee meeting subject to the Illinois Open Meetings Act. The purpose of this policy is to ensure that citizens are allowed time to present their views pertaining to issues concerning the Township while permitting the board or committee to conduct their meetings in an effective manner. The following rules shall apply to public comment:

- A. A person who desires to address public officials at any board or committee meeting subject to the Illinois Open Meetings Act, shall, to the extent enforceable by applicable law, complete the yellow public comment form available in the Township Board Room and provide the same to the Township Clerk prior to the applicable meeting.
- B. A person shall be permitted to speak upon being recognized by the Supervisor (or such other chairperson). All comments shall be received from the podium, if possible.
- C. All public comments are limited to three (3) minutes, and each person shall only be permitted to speak once; however, at regular and special board meetings, each person shall be allowed to speak once in accordance with this policy, on each agenda item other than consent agenda items that are presented for final adoption. All public comment at special board or special committee meetings must be germane to items on that particular special meeting. At the discretion of the Supervisor (or such other chairperson), the person providing public comment may be allowed to comment further than three (3) minutes or speak more than once. The Supervisor (or such other chairperson) may direct the person to submit further comments to the Supervisor (or such other chairperson) in writing for the distribution to Township officials at a later date.
- D. The total time allotted for public comment shall generally be thirty (30) minutes, unless a majority of the board or committee agrees to extend the time allotted for that specific meeting.
- E. The board or committee will not necessarily respond to public comments provided at the same time comment is given. Consideration will be given to the public comment and further research and referral to Township staff may be required before the board or committee takes any action or responds to the public comment.
- F. The Supervisor (or such other chairperson) shall preserve order and decorum. The Supervisor (or such other chairperson) shall decide all questions of order. Any person who engages in threatening or disorderly behavior when addressing a board, commission, or committee shall be deemed out-of-order by the Supervisor (or such other chairperson) and their time shall be ceased to address the board or committee at said meeting.

- G. Any member of the public may address the board or committee in public comments and public hearings regardless of residency.
- H. Each meeting agenda will have a designated public comments section provided. This is the only time comments from the public are allowed unless called upon by the Supervisor (or such other chairperson) or during a public hearing.