

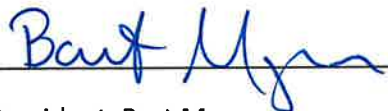
POLICY ON PUBLIC PARTICIPATION AT BOARD MEETINGS

HARLEM-ROSCOE FIRE PROTECTION DISTRICT NO. 1

- 1) In compliance with Illinois Public Act 96-1473, the Harlem-Roscoe Fire Protection District ("District") Board of Trustees ("Board") welcomes public input and values community engagement. This policy establishes guidelines to ensure that public comments conducted in an orderly, respectful, and efficient manner that allows the Board to conduct its business.
- 2) Persons desiring to address the Board will do so during the Public Comment period on the agenda of the Board's meeting. Public comments at other times during the meeting will be solely at the discretion of the Board. The chairperson of the meeting will be responsible for directing compliance with these rules by speakers addressing the Board and attending the meeting of the Board. |
- 3) Speakers must file a written request with the District's Administrative Assistant on the form provided by the District. The form shall include the name of the speaker, subject matter, speaker's interest (pro or con) and the speaker's telephone number. The written request must be received by the District no later than noon on the day of the meeting which the speaker wishes to address. Each request to speak at a meeting must be submitted on a separate form, and the forms may not be submitted more than one (1) week prior to the meeting the speaker wished to address.
- 4) Comments are to be limited to no more than three (3) minutes per speaker unless additional time is granted at the discretion of the Board. The granting of additional time to one or more speakers or on one or more occasions does not entitle other speakers at that meeting or any other meeting to have additional time to address the Board.
- 5) A maximum of five (5) speakers will be allowed to address the Board at any meeting. Where multiple speakers desire to address the Board on the same topic, repetitive or surplus comments may be limited by the Board. Public comments at a special meeting may be limited to comments germane to the topic of the special meeting.
- 6) The Board will generally not engage in dialogue or respond to questions from those making comments to the Board during the Public Comment period. The Public Comment period is intended to afford members of the public with an opportunity to express their views to the Board of Trustees. The Board will generally take comments made to it by speakers under advisement.

- 7) All persons addressing the Board must do so in a civil and appropriate manner. Rude or abusive behavior will not be condoned. Comments which are defamatory, disparaging, or constitute an unwarranted invasion of privacy will not be allowed. Persons in violation of the foregoing will be directed by the chair of the meeting to leave the meeting.
- 8) A copy of these rules will be posted at the Board's regular meeting location and may be amended or revised from time to time by the Board at its discretion.

This Policy was adopted by authority of the Board of Trustees of the Harlem-Roscoe Fire Protection District No. 1, May 25, 2026.



President, Bart Munger

Attest:



Secretary, Glenn Trommels

HARLEM-ROSCOE FIRE PROTECTION DISTRICT NO. 1

PUBLIC PARTICIPATION REQUEST FORM

Date: _____

I request to speak during the public participation portion of the next Board of Trustees meeting scheduled for _____, 20____. I will have the ability to address those present but understand that this will not be a question-and-answer format.

Name:

City and State in which you reside:

Subject:

Speaker interest: Pro / Con (please circle one)

Phone number: _____

This completed Public Participation form must be received by the District no later than noon on the day of the meeting in which you would like to participate. Please submit to:

Mail:

Email:

Harlem-Roscoe Fire Protection District
P.O. Box 450
Roscoe, IL 61073

HRFDinfo@gmail.com