



WINNEBAGO COUNTY

— ILLINOIS —

Public Comment Registration

Winnebago County invites public speakers to address the Board. In order to maintain decorum and efficiency, [County Code of Ordinances Ch 2, Art II, Div 3, Sec 2-65](#) establishes the guidelines governing participation.

Speakers may address the Board by registering with the County Board Office:

404 Elm St, Rockford, IL 61101, Rm 533

BoardOffice@admin.wincoil.gov

Ph: (815) 319-4225

Requests to address the Board are **accepted until 48 hours prior** to the start of the meeting. Registration is recommended by completing and submitting the attached form (or similar written request.)

Participation Guidelines

- Total time for public comment will be **limited to 21 minutes**; providing for as many speakers as the total time limit will permit.
- Each speaker is **limited to 3 minutes**.
- Visual aids are not permitted, but handouts may be provided to staff for distribution. It is recommended that a minimum of 24 copies be provided.
- Speakers may not address personnel matters, pending or threatened litigation, or zoning matters which are pending before the ZBA, Zoning Committee or the County Board.
- Personal attacks or inappropriate language will not be permitted.
- The chairperson will determine the sequential order of speakers.
- If a particular item is deemed by the chairperson to be controversial, the chairperson shall strive to allow all sides an equal amount of time.

County Board Meetings are generally held at 6 p.m. every 2nd and 4th Thursday of the month. Visit www.wincoil.gov for a listing of dates and exceptions. Meetings are held at the Winnebago County Courthouse: 400 West State Street, Rockford, IL 61101, Room 801 (8th Floor.)



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Board Meeting Date <i>(limit - one date per form)</i>	(next meeting date)
Speaker Name	
Agency <i>(if applicable)</i>	(group or organization speaker represents)
Contact Information	
Subject of Speech	
Speaker Interest <i>(check one)</i>	<input type="checkbox"/> Supporting (Pro) <input type="checkbox"/> Opposing (Con)
Acknowledgment of Guidelines	<i>This speaker has received the public participation guidelines attached.</i>
Signature	
Date Submitted	

<u>For Office Use</u> <u>Only:</u>
Received Stamp
Time:
Initial: