



City of Rockford
Mayor Lawrence J. Morrissey

PUBLIC PARTICIPATION REGULATIONS

(See Rule 21, Sec. 2-42, City of Rockford Code of Ordinances)

1. Written request to address City Council by non-members must be submitted to the City of Rockford Legal Department, 7th floor, City Hall, 425 E. State Street, on the form attached, no later than 5:00 p.m. on the Friday immediately preceding the council meeting in which you'd like to speak, and no earlier than one (1) week prior to the meeting. Each request to speak must be on a separate form.
2. The request ***must identify*** name of speaker, subject matter, speaker interest (ie: *pro or con*), and phone number.
3. Speakers are limited to three (3) minutes during the public participation portion of the meeting. A maximum of five (5) members of the public may speak at each meeting. The order of speakers will be determined by the order in which they sign up, except in the event that more than five (5) speakers sign up to speak, the Mayor shall allow all sides of the agenda item to speak and may "bump" other speakers to the following week. If you are bumped, you will be notified by phone prior to the meeting.
4. No visual aids may be used by the speakers during the City Council meeting. If you wish to submit written materials to the City Council, fifteen (15) copies of said material must be submitted with your written request to speak.

City Council Meetings are held every Monday (except for certain city holidays, in which case meetings are held on Tuesdays) at:

Rockford City Hall
425 East State Street
Council Chambers (2nd Floor)
6:00 p.m.