

RESOLUTION NO. MPEA 21-05

**RESOLUTION ESTABLISHING PROCEDURES AND GUIDELINES FOR
PUBLIC COMMENT AT MPEA PUBLIC MEETINGS**

WHEREAS, the Metropolitan Pier and Exposition Authority (the “Authority”) is a political subdivision, unit of local government, body politic and municipal corporation of the State of Illinois, located in the County of Cook, created and existing under the constitution and laws of the State of Illinois, particularly the Metropolitan Pier and Exposition Authority Act, 70 ILCS 210/1 et seq., (the “MPEA Act”); and

WHEREAS, pursuant to the MPEA Act, the Authority is governed and administered by the Metropolitan Pier and Exposition Board (the “Board”), which holds regular meetings that are subject to the Illinois Open Meetings Act, 5 ILCS 120/1 et seq. (the “Open Meetings Act”); and

WHEREAS, Section 2.06(g) of the Open Meetings Act provides that “any person shall be permitted an opportunity to address public officials under the rules established and recorded by the public body”; and

WHEREAS, in December of 2019, the Board adopted Resolution No. MPEA 19-09 amending and restating the procedures and guidelines for public comment at MPEA Board and committee meetings; and

WHEREAS, the Board desires to amend and restate the procedures and guidelines set forth in Resolution No. MPEA 19-09 to clarify that the Board shall not hear any public comment with subject matter pertaining to any open procurement; and

NOW, THEREFORE, BE IT RESOLVED, the Metropolitan Pier and Exposition Board hereby amends and restates the procedures and guidelines established under Resolution No. MPEA 19-09 by adopting the following protocol governing public comment at the public meetings of the Authority as required by the Open Meetings Act:

**PROCEDURES AND GUIDELINES FOR PUBLIC COMMENT
AT PUBLIC MEETINGS**

Persons wishing to comment at any meeting of the Board or any meeting of a committee established by the Board (a “Public Meeting”) must submit a request and follow the rules outlined below. The Board (or Board committee) may vote to waive or modify any of the following requirements if the circumstances so warrant.

1. MPEA Public Meetings

Notice of the date and time for regularly scheduled meetings of the Board is posted on the MPEA website (www.mpea.com). Board committee meetings are periodically scheduled and notice of any such committee meeting is posted in accordance with the requirements of the Open Meetings Act. Notice of the agenda for any Public Meeting is posted no later than 48 hours in advance of such meeting. Meeting dates and times are subject to change. Any such change is posted in accordance with the requirements of the Open Meetings Act.

Unless otherwise specified in a duly posted meeting notice, Public Meetings are held in the 5th Floor Board Room at the MPEA corporate center, located at 301 E. Cermak Road, Chicago Illinois, 60616.

2. Registration

Public comments may be addressed to the Board (or Board committee) at a time specified on the agenda of the Public Meeting. Persons wishing to address the Board (or Board committee) at such a Public Meeting must complete a registration form and submit it to the MPEA Board Administrator. The registration form will be available on the MPEA website (www.mpea.com) and it will be available at the security sign-in desk on the day of the Public Meeting.

Any person may register to speak by delivering the completed registration form to the Board Administrator prior to the commencement of the Public Meeting or by submitting the completed form via email to mpeaboard@mpea.com or by fax to the Board Administrator at (312)791-6580 no later than 5:00 pm on the day prior to the meeting. The form must clearly identify the proposed speaker and the subject matter of the comments to be presented.

3. Subject Matter of Comments

Comments must be limited to matters of concern to the Board or the committee and shall not contain comments of a personal nature directed toward individual Board members, employees of the Authority, or any other individual. The Board will not hear comments 1) from any lobbyists, 2) from vendors seeking to sell goods or services to the Authority; 3) about proposals or bids, proposers or bidders, or contracts or professional services agreements with the Authority or its agents related to any open procurements or contracts or professional services agreements awarded during the past 12 months; or 4) concerning claims against or litigation involving the Authority; or employee grievances or other personnel matters.

4. Public Comment Process

Each speaker must check in with the Board Administrator on the day of the Public Meeting before the meeting begins. When it is time for public comment, the speakers will be called up to address the Board. The speakers should identify themselves and identify any organization that they may be representing.

To allow for the efficient conduct of meetings, public comments will be limited in time to three (3) minutes per speaker. The Authority will monitor the time allotted for each speaker and will

alert the speaker when his or her allotted time has elapsed. A speaker may not yield his or her time to another speaker.

The Chairman of the Board and each committee chair has broad discretion to limit the remarks of any speaker who fails to follow the requirements of this Resolution. Speakers who violate the procedures and guidelines set forth in this Resolution may be prohibited from addressing the Board and all Board committees in the future.

5. Board Action

In his or her discretion, the Chairman of the Board or the applicable committee chair may refer a matter raised during public comment for subsequent response by the Authority's CEO, a designee of the CEO, or an appropriate Board committee.

The minutes of each Public Meeting will include the name of any speaker that addresses the Board or committee and the nature of the comments.

RESOLVED FURTHER, that the Metropolitan Pier and Exposition Board hereby adopts and approves this Resolution, effective immediately.


ADOPTED this 26th Day of October 2021

APPROVED:



Jeffrey Bethke
Chairman of the Board
Metropolitan Pier and Exposition Authority

ATTEST:

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Jorge Ramirez
Secretary
Metropolitan Pier and Exposition Authority