

MEMO

From: Melissa Ratcliff

For: May 20, 2019 Village Board Meeting

RE: Discuss Procedure for Public Comment

Recently, the village forms that are filled out to speak or express views on subjects that are in the Board's agenda, regarding specific items on the agenda, have been turned in during the day before Board meetings. At the last Board meeting, most of the people that had completed the forms were not at the Board meeting. The Village Board should discuss how these forms will be used, if there are other ways for the Board to hear from the public, and what will the Board's policy be going forward - if we want to continue this practice or have a new policy.