



We strive to provide quick, efficient service to all persons - residents, outside agencies and other City departments - by acting as a direct link between residents and their local government and by maintaining all vital City-related documents.

**MISSION STATEMENT OF THE CITY CLERK'S OFFICE**

## About the City of Aurora

Located 35 miles west of Chicago, Aurora is the second largest city in Illinois with a population over 200,000. Aurora is known as the "City of Lights" because it was one of the first in the nation to illuminate its streets with electric lights.

The Far East Side of the City includes the Fox Valley Mall and residential areas and is projected to house 60,000 people within the next 20 years. The Near East side includes the internationally known Chicago Premium Outlets.

The City of Aurora is rich in history and pride. The future for the "City of Lights" looks bright as the community continues to grow and prosper.

### **THERE'S *Something* HAPPENING HERE**

*You see it in our faces. Hear it in our voices. It's a celebration of the arts and our love for our rich, diverse community. It's there in our pursuit of new technologies and our excitement over new opportunities. It's not just a feeling. It's a vibe. An undeniable energy telling you there's something happening here!*



### **Aurora City Clerk's Office**

44 East Downer Place | Aurora, Illinois 60507  
Phone: (630) 256-3070 | Web: [www.aurora-il.org](http://www.aurora-il.org)



# Guidelines for Public Comment

**City of Aurora, Illinois**



Revised December 2021

## Citizen Guidelines

Comments will be limited to three (3) minutes. The use of audio/visual equipment is not permitted.

Total public comment at any Council meeting shall not exceed thirty (30) minutes.

If you have literature for the Council to review, please provide fifteen (15) preprinted copies to the City Clerk prior to the start of the meeting.

Each speaker will be called individually to speak. Please wait until you are called to approach the podium. Please identify yourself and the topic you wish to address, for the public record.

Address all remarks to the Council as a whole. Please note that members of City Council and City staff shall not engage with or respond to a speaker during public comment.

Speakers who disturb the orderly conduct of the meeting may forfeit their right to address the Council and be asked to leave the meeting.

As per the Robert's Rules of Order, no abusive or profane language, unruly conduct, or personal attack commentary will be tolerated. The Mayor reserves the right to terminate a speaker's comments before the three minute limit is exhausted if these guidelines are violated.

### STILL HAVE CONCERNS?

Please call the City Clerk's Office at (630) 256-3070.

# Understanding Your Right to Speak

Per Sec. 2-102 of the City of Aurora Code of Ordinances, members of the public have the right to speak before the City Council and Committee of the Whole, hereinafter "Council", one time during a single meeting for up to three (3) minutes. Total public comment at any meeting shall not exceed thirty (30) minutes.

**TO EXERCISE YOUR RIGHT TO SPEAK, PLEASE FOLLOW THE GUIDELINES CONTAINED HEREIN.**

## Signing Up to Speak

Your request to speak may be submitted to the City Clerk's Office in advance of the meeting date during which you wish to speak.

### REQUESTS MAY BE SUBMITTED AS FOLLOWS:

**In person** ..... 44 East Downer Place, 2nd Floor  
**Via e-mail** ..... cityclerk@aurora-il.org  
**Via telephone** ..... (630) 256-3070

Members of the public wishing to address the Council, and not having previously registered to speak at the meeting, must register on the Speaker Sign-In Sheet with the City Clerk. Requests to speak must be made prior to the meeting being called to order.

Requesters should provide a phone number or email address where they can be reached in the event City staff wishes to follow-up with the speaker at some time after the meeting.

If you wish to speak on an item on the meeting agenda, please identify the agenda item number and topic on which you wish to speak.

If you wish to speak on a matter not on the meeting agenda, please identify the topic on which you wish to speak.



## Aurora City Council

The Aurora City Council is comprised of 12 elected officials - 10 ward aldermen and 2 aldermen-at-large. Working in tandem with the mayor, the aldermen are the voices of the Aurora community at the city government level.

### City Council Meetings

2nd and 4th Tuesday of Each Month at 6PM  
*City Council Chambers - 2nd Floor*

### Committee of the Whole Meetings

1st and 3rd Tuesday of Each Month at 5PM  
*Conference Rooms A & B - 5th Floor*

*The mission of the Aurora City Council is to serve the residents and businesses of the City of Aurora in a responsive and effective manner through leadership and legislative action for the present and future well-being of the community.*

