



MEETING MANAGEMENT
CCC BUDGET COMMITTEE MEETING

Presented May 13, 2026



Public Comment Rules & Procedures

- Budget Committee listens
- Speaker registration – No late registration
- Stick to established time limit
- No transfer, donation, or yielding time
- Spokesperson – No repetitious comments
- Topic specific to Budget Committee’s jurisdiction
- No personnel matters
- Respectful and professional
- Written testimony
- Chair and members of the Committee to enforce

Three Options for Managing Public Comment at the 60-Minute Budget Committee Meeting

Choose one option for implementation at the next meeting.

OPTION 1



Fixed 3-Minute Limit Until the Cutoff Time

Ensure as many people as possible can speak equally.

- Committee sets a specific cutoff time for the end of public comment (e.g., 6:50 PM).
- Each registered speaker is provided 3 minutes from the top of the list.
- When the cutoff time is reached, the remaining registered speakers are invited to submit written testimony for the record.

Best for:

Hearing from the largest number of speakers with equal time per person within the available time.

OPTION 2



Adjust Time Per Speaker Based on Sign-Ups

Ensure all registered speakers can be heard within the allotted time.

- Committee sets a specific cutoff time for the end of public comment (e.g., 6:50 PM).
- The total time available for public comment is divided equally among all registered speakers.
- Each speaker is given the adjusted time (e.g., if 25 speakers register for 50 minutes, each speaker would receive 2 minutes).
- When the cutoff time is reached, any speakers not yet called are invited to submit written testimony for the record.

Best for:

Ensuring everyone who registers gets to speak, with equal time adjusted to the number of speakers.

OPTION 3



Random Selection (“Lottery”) of Speakers

Provide equitable access, regardless of arrival time or sign-up order.

- Assign a number to each registered speaker.
- At the start of public comment, randomly select numbers (lottery) to determine who will speak.
- Selected speakers receive the full 3 minutes.
- Unselected speakers are invited to submit written testimony for the record.

Best for:

Promoting equity and fairness, especially when sign-ups are expected to be high and capacity is limited.



For All Options: Time limits will be clearly communicated at the start of the meeting and displayed with a visible countdown timer. Speakers are encouraged to be respectful and stay within the allotted time.