

# General Guidelines for Testifying at Lee County Board Meetings

## Types of BoCC Meetings and their times and locations:

### Regular BoCC Board Meetings:

**Date and Time:** 1st and 3rd Tuesday mornings, starting at 9:30 a.m.

**Location:** Commission Chambers, 2120 Main Street, Fort Myers

### Management and Planning (M & P) Meetings:

**Date and Time:** No set dates. When scheduled, occur on Monday afternoons, starting at 1:30 p.m.

**Location:** Commission Chambers, 2120 Main Street, Fort Myers

### Work Session (Workshops):

**Date and Time:** No set dates, but current practice appears to be 1st and 3rd Tuesday afternoons, starting at 1:30 p.m.

**Location:** No set location, but work sessions in 2013-14 to date held in County Administration East Building, 2201 Second Street, Fort Myers. No set conference room (1/6/14 workshop held in room 118).

## Guidelines for Public Comments:

*Note: be sure to print out agenda for the meeting from your computer and bring with you so you can fill out the blue cards correctly. No paper copies of the agenda are available at the meeting.*

Link to the agendas:

<http://www.leegov.com/gov/BoardofCountyCommissioners/Pages/2014Agenda.aspx>

### For Regular BoCC Board Meetings:

- Arrive by 9:20 a.m. and pick up a blue card on the table outside of the commission chambers.
- Fill out a blue card for each agenda item you are addressing.
- Be sure to indicate on each card:
  - what type of item: consent, administrative, public hearing, or public presentation by citizens [Note that the public comment at the end of the meeting on items not on the agenda is defined as "public presentation by citizens"]
  - and the agenda item #
- Before the meeting starts, hand your blue card to the Commission Chair.
- If you are commenting on an item on the agenda, the public comments are taken at the beginning of the meeting, after proclamations and recognition presentations. Generally the public comment period begins around 9:45 a.m.
- The Chair calls the speakers to the podium for a maximum of 3 minutes for comment, which is regulated by a green/yellow/red light system. The 3 minute rule is strictly enforced so be sure

to plan your comments not to exceed that limit. Generally, the Chair announces the next person to be called so that you can be prepared to reach the podium quickly.

- Board members do not interact with the public speakers--just listen to their comments.
- **If you want to make comments on items not on the agenda, that public comment period is at the very end of the meeting.** So, it is very difficult to predict the time this will occur, since it depends on the length of the discussion on items on the agenda.
- The same public comment rules apply whether you're commenting on items on agenda or not on agenda.

#### **Other BoCC Meetings:**

- The Board has not provided public comment periods for M & P and work session meetings; however, at their discretion, they could allow public comment and could set the rules at that time. Most likely comments would be limited to 3 minutes.

#### **Opportunities to Watch on Lee TV/Video:**

- All BoCC meetings (regular, M & P, and work sessions) are broadcast live on Lee TV on Channel 97, and can be watched on your computer:  
<http://www.leegov.com/gov/dept/publicresources/leetv/Pages/live.aspx>
- After the meetings, all the videos are posted on the County's website, usually within 24 hours.
- You can find links to those videos at these webpages:
  - Regular meetings:  
<http://www.leegov.com/gov/BoardofCountyCommissioners/Pages/2014Agenda.aspx>
  - M & P and work sessions:  
<http://www.leegov.com/gov/BoardofCountyCommissioners/Pages/MPAgendas.aspx>

#### **Opportunities for Communicating with Individual Commissioners:**

*(Write a letter, an email or call County Commissioners)*

- John Manning: [dist1@leegov.com](mailto:dist1@leegov.com), 533-2224
- Cecil Pendergrass: [dist2@leegov.com](mailto:dist2@leegov.com), 533-2227
- Larry Kiker: [dist3@leegov.com](mailto:dist3@leegov.com), 533-2223
- Brian Hamman: [dist4@leegov.com](mailto:dist4@leegov.com), 533-2226
- Frank Mann: [dist5@leegov.com](mailto:dist5@leegov.com), 533-2225

#### **Letters to the editor:**

##### **News-Press:**

- submit online: [http://www.news-press.com/section/editor\\_letter](http://www.news-press.com/section/editor_letter)
- submit by email: [mailbag@news-press.com](mailto:mailbag@news-press.com)
- or any local/community paper that publishes letters to the editor

*BikeWalkLee 2/11/14*