

BE IT RESOLVED that the County Board of Arlington, Virginia, hereby adopts the following meeting procedures for the Annual Budget and Tax Rate(s) Hearings of the County Board in Calendar Year 2008:

**2008 MEETING PROCEDURES
COUNTY BOARD ANNUAL BUDGET AND TAX RATE(S) HEARINGS**

1. Each public hearing begins at 7:00 p.m. If necessary, the hearing may be recessed at 11:00 p.m. to the following evening at 7:00 p.m. to hear those who have signed up to speak but have not yet been heard. However, the County Board may decide to continue the hearing later than 11:00 p.m., and may recess the hearing to such time and place as the Board decides at the time of recess.
2. An advanced sign-up procedure will be used for each hearing. Individuals may use a webform at the County website at www.arlingtonva.us/cbo, call 703-228-3130 or TTY 703-228-4611, or visit the County Board Office (or such other sites as may be available and advertised) for assistance in signing-up to speak. The advanced sign-up will begin no later than five (5) working days before each hearing, and will cut-off at 5 p.m. the day before each hearing.
3. Individuals may sign-up to speak for two-minutes or three-minutes. Those who wish to present longer statements for the record may do so by submitting them in writing to the Clerk (see bullet #8 below). All two-minute speakers will be called first, in numerical order; three-minute speakers will be called second, in numerical order. Upon sign-up, an automatic number will be assigned to each speaker stating the order in which their name will be called at the hearings. Lists of names will be posted on the County website in advance of the hearings. Advanced sign-up is on a first-come, first-served basis. Speakers may cancel reservations by calling the County Board Office by 5 p.m. the day before the scheduled hearing.
4. Individuals may also sign-up to speak the evening of the hearings. All speaker slips must be submitted to the Clerk by 8:00 p.m. on the first night of the hearings; no slips will be accepted after that time. Sign-up is on a first-come, first served basis.
5. Repetitious testimony is discouraged.
6. Speakers may not donate time to others; the name of the person written on the slip must be the person presenting testimony.
7. Those wishing to submit written statements in lieu of oral presentations may do so at any time, except that citizens who wish Board members to receive written statements in time for the public hearing must submit those statements to the County Board Office no later than three working days before the hearing.
8. When written statements are provided, the Board requests seven copies.