



County of Prince Edward
Board of Supervisors
Agenda Summary

Meeting Date: September 8, 2009
Item No.: 18-a
Department: County Administrator
Staff Contact: Wade Bartlett
Issue: Committee Report - Public Participation Process

Summary: At the August Board meeting, Chairman Fore appointed a committee comprising Supervisor Gilfillan, Supervisors McKay and Supervisor Wiley, which was charged with the task of recommending to the Board a process by which the County could manage the questions asked by citizens during Public Participation.

The Committee met on August 26, 2009 and reviewed all of the input provided by other localities through the Virginia Institute of Government. Following much discussion, the Committee drafted the following "Public Participation Response Policy":

Public Participation is a time set aside for citizens to share their thoughts, ideas and concerns. An official record is made of each person's contribution tonight and will be directed to the County Administrator for follow-up; any necessary follow-up will be noted and tracked. Follow-up may consist of an immediate response, or planned action by the County Administrator or Board, or by placement on a future Board agenda. Tonight's agenda cannot be changed because the public needs advance knowledge of and the opportunity to review related materials regarding items addressed by the Board. To further assist public information, the Board requests our Administrator, Attorney or county staff immediately correct any factual error that might occur.

The committee recommends (1) that the Board adopt this policy and (2) requests that the Chairman read this statement at the beginning of Public Participating at each Board of Supervisors meeting.

Attachments: None.

Recommendation: Accept the Committee's recommendations.

Motion _____
Second _____

Fore _____
McKay _____
Ward _____

Gilfillan _____
Moore _____
Wiley _____

Jones _____
Simpson _____