



## CITIZEN GUIDE FOR PROVIDING INPUT DURING PUBLIC PARTICIPATION AND PUBLIC HEARINGS FOR PRINCE EDWARD COUNTY INDUSTRIAL DEVELOPMENT AUTHORITY MEETINGS

**Effective: January 21, 2022**

The Prince Edward County Industrial Development Authority strongly encourages citizen input and engagement. Due to COVID-19, the Industrial Development Authority is operating pursuant to the following protocols for public input and public participation.

~~~~~

Effective August 1, 2021, the Board of Supervisors re-opened county meetings to in-person participation by the public; however, there could still be limited available seating. Public Participation and Public Hearing comments and information regarding the limited number of seats for in-person participation at meetings are coordinated through Chelsey White, Clerk to the Industrial Development Authority, as follows:

1. **In-Person Participation:** While county meetings have re-opened to the public, there could still be limited seating, if social distancing is needed. To enter the Prince Edward County Courthouse, unvaccinated individuals are required to wear a mask at all times and social distance. Vaccinated individuals are encouraged to wear a mask. Based on the uncertainty of social distancing requirements, the exact number of seats available in the meeting room is uncertain. The County appreciates the public's patience as staff continues to adapt to the public safety recommendations and guidelines of the Virginia Department of Health and the CDC.
2. **Written Comments:** Please limit word count to no more than 500 words. Comments must be received by 2:00 p.m. the weekday before the meeting.
  - a. **Delivered:** to Virginia's Heartland Regional Visitor Center, 121 East Third Street Farmville, VA 23901; Addressed to the "Industrial Development Authority"
  - b. **E-Mailed:** to the Industrial Development Authority Clerk, Chelsey White; [cwhite@co.prince-edward.va.us](mailto:cwhite@co.prince-edward.va.us)
3. **Remote Participation:** Citizens may participate remotely during the meeting. To call into the meeting, please dial **1-844-890-7777**. When prompted for an Access Number: **390313**. If busy, please call again. Citizens may provide comments during Public Participation and/or for a specific Public Hearing on the agenda. Citizens are encouraged to pre-register with the Visitor Center at 434-392-1482 by 2:00 p.m. the weekday before the meeting. Callers must be on the line and ready to speak when called upon by the Chair. Please state your name and district of residence. Based upon the number of speakers, the Chair will determine the time allotted to each speaker.

Should citizens have questions, or need additional information, please contact the Industrial Development Authority Clerk's Office at 434-392-1482.

###