

City and State Policies Relevant to the Charlottesville (PCOB) Meetings

Relevant Statutes and Policies

- Va. Code Sec. 2.2-3708.3, 15.2-1107, 15.2-1541
- City Code Secs. 2-149, 2-154
- City Council Resolution # R22-110 (September 6, 2022)
- Charlottesville Policy Policy No. 100-02 (September 12, 2022)

Key Requirements

Absent a health or other emergency, Board and Commission meetings must be public and in-person, except:

Boards may hold all-virtual meetings up to three times per year. (An all-virtual meeting is one where both Board member participation and public comments are conducted by electronic means)

Boards may hold hybrid meetings. (A hybrid meeting is defined as one where the public comments are taken both in person and by electronic means. Note that the hybrid meeting does not specifically mention remote participation by Board members.)

Remote participation by Board members at in-person meetings. Board members must request permission to participate remotely by email and specify the reason for their request. Grounds for remote participation include:

- The member has a temporary or permanent disability or other health condition that prevents physical attendance.
- Need to care for a family member who is ill or disabled.
- Residence greater than 60 miles from the location of the meeting (not relevant to the PCOB.)
- A personal matter that makes the member unable to attend in person.

Justifications for remote attendance for each member must be included in the meeting minutes. A Board member may not cite a personal matter more than three times in a calendar year.