



Office of the Town Manager

Christopher E. Martino

STAFF REPORT

Warrenton Town Council

Carter Nevill, Mayor

Heather Sutphin, Ward 1

William Semple, Ward 2

Brett Hamby, Ward 3

James Hartman, Ward 4 Vice Mayor

Jay Heroux, Ward 5

Sean Polster, At Large

Renard Carlos, At Large

Council Meeting Date:	November 7, 2022
Agenda Title:	Electronic Meeting Policy Update
Requested Action:	Adoption of Resolution for an updated Electronic Meeting Policy
Department / Agency Lead:	Town Manager
Staff Lead:	Stephen Clough, Town Clerk

EXECUTIVE SUMMARY

This resolution establishes a new policy for electronic meetings and their use for the Governing agencies within the Town of Warrenton.

This would impact the entirety of the Warrenton 2040 Plan as it would help facilitate strong Government by allowing flexibility in meetings and embracing advances in technology.

BACKGROUND

Town Staff developed and implemented an Electronic Meeting Policy during the COVID-19 Pandemic to assist the Council and Public in Government participation and response to the Governor's restrictions on public meetings and emergency order. ORDINANCE 2020-01 AMENDED established the electronic meeting policy with a set timeline for the end of the clause. It was requested of the Previous Town Attorney to bring a change back to Council of the electronic meeting policy before he resigned. under Virginia State Code § 2.2-3708.3 sets forth new parameters that electronic meetings may be used by members of Local Government. This resolution would bring the Town Council into compliance to facilitate electronic meetings and establish guidelines for the request of use of an electronic means of meeting participation.

STAFF RECOMMENDATION

Adopt or amend the Resolution establishing an electronic meeting policy under Virginia State Code § 2.2-3708.3. for electronic meeting participation.

Service Level / Policy Impact

Establish a new electronic meeting policy under changes to the State Code that took effect September 1st, 2022.

Fiscal Impact

None

Legal Impact

Allowance of Electronic meeting participation after the end of the temporary actions taken during the COVID-19 Pandemic.

ATTACHMENTS

1. A RESOLUTION ESTABLISHING AN ELECTRONIC MEETING POLICY UNDER VIRGINIA STATE CODES 2.2-3708.3. FOR ELECTRONIC MEETING PARTICIPATION