

SURRY COUNTY BOARD OF SUPERVISORS

Members of the Surry County Board of Supervisors are elected by each of the five (5) election districts for four-year terms. Present terms will expire on December 31, 2019.

Mrs. Judy S. Lyttle
Bacon's Castle District
jslyttle@surrycountyva.gov

Mr. Kenneth R. Holmes
Carsley District
krholmes@surrycountyva.gov

Mr. Giron R. Wooden, Sr.
Claremont District
grwoodensr@surrycountyva.gov

Mr. Michael H. Drewry
Dendron District
mdrewry@surrycountyva.gov

Mr. John M. Seward
Surry District
jmseward@surrycountyva.gov



BOARD OF SUPERVISORS MEMBERS

Left to Right: Giron Wooden, Sr.,
Kenneth Holmes, Michael Drewry,
Judy Lyttle and John Seward.

Freedom of Information Act Requests:

Under the Virginia Freedom of Information Act (FOIA) (§2.2-3700) of the Code of Virginia) citizens have the right to inspect or receive copies of public records, or both. FOIA requests should be submitted in writing to the County Administrator's Office and should list specific information or documents desired, as well as the format for the return of the information. Be aware that there may be a fee charged for staff time and copies produced; therefore, citizens may request that charges for these items be estimated in advance. Surry County staff will respond to FOIA requests within five working days.

Additional information is available on the County website at:
<http://www.surrycountyva.gov/departments/county-administration/foia---freedom-of-information-act-requests>

Strategic Action Agenda:

At their meeting on January 2, 2014, the Surry County Board of Supervisors adopted a Strategic Action Agenda to prioritize future actions of the Board.

A copy of the Strategic Action Agenda may be viewed via the County's website at www.surrycountyva.gov or may be requested from the office of the County Administrator.



Surry County Board of Supervisors

45 School Street
P.O. Box 65
Surry, Virginia 23883

Phone: 757-294-5271
Fax: 757-294-5204
www.surrycountyva.gov

Board Meetings:

Regular Meetings of the Board are currently held on the first Thursday of every month at 7:00 pm in the General District Courtroom of the Government Center at 45 School Street. Occasionally meetings are continued, or special meetings are scheduled in addition to the regular meetings to consider budgetary concerns.

Public Hearings are scheduled during meetings of the Board and pertain to issues as required by law and about which the Board wishes to hear citizens' views. They are advertised in the local weekly paper.

Closed Meetings may be held by the Board only for those purposes provided by law and may include discussion of specific personnel issues, disposition of public funds, consultation with legal counsel and other topics as determined by the Code of Virginia. No action is taken in these sessions.

Agendas for meetings are published on the Friday preceding the meeting. The agenda may be viewed via the County's website or in the office of the County Administrator.

www.surrycountyva.gov

Board Actions:

Ordinances are formal enactments of a law. Intention to propose an ordinance will be advertised in the local weekly paper and will require a public hearing prior to enactment.

While a little less formal than ordinances, *Resolutions* are used for administrative and temporary matters such as appointments, appropriations, policies and utility fees.

Appointments of citizen volunteers are made by the Board of Supervisors to various boards, commissions and committees who assist in governing Surry County. Citizens who wish to be considered for appointments may contact the County Administrator's Office.

Proclamations are ceremonial acts, usually intended to recognize a specific event to be held within Surry County.

Rules and Procedures are determined by the Board of Supervisors. A reorganization of the Board is conducted at the first meeting of each calendar year at which the Board elects a new chairman and vice-chairman, re-establishes its Rules and Procedures and sets its meeting time and place. "Roberts' Rules of Order" is the basis for all Board meeting procedures.

Addressing the Board:

A time for *Citizens' Comments* is provided during each regularly scheduled meeting of the Board. The Chairman opens the floor to citizens who may wish to speak on any subject for up to three (3) minutes. Speaking time is limited and speakers may be asked to register at the door prior to the start of the meeting.

Public Hearings are open to all citizens who may wish to speak with regard to the expressed purpose of the public hearing.

Petitions & Letters may be presented to the Board during a public hearing or citizens' comment period or may be forwarded to the Board by:

Mail: County Administrator
P.O. Box 65
Surry, VA 23883

Fax: (757) 294-5204

If you are a person with a disability and require assistance to attend a public meeting, please call 757-294-5271 at least three business days prior to a Board meeting.