

SUB. 1 TO RES. 228, 03-04

SPECIFYING SCHEDULING GUIDELINES FOR MEETINGS REGARDING THE DANE COUNTY COMPREHENSIVE PLAN

The Dane County Comprehensive Planning process has emphasized the importance of active involvement from a broad cross-section of Dane County residents. The public participation plan adopted for the planning process states "The basic purpose of this public participation plan is to provide for a rigorous process through which Dane County citizens, public officials, and stakeholder groups may participate, in meaningful and effective ways." Over 100 citizens are currently participating either as appointed or advisory members on the following three work groups: 1) Agriculture, Natural and Cultural Resources; 2) Housing and Economic Development, and 3) Transportation, Community Facilities and Utilities. And hundreds of other citizens and public officials have attended one or more of these meetings over the last several months.

However, some meetings of work groups have been scheduled at times that are inconvenient for citizens and public officials to attend. Scheduling problems include: 1) conflicting with meetings of "parent bodies" and 2) scheduling in the middle of a weekday.

For example, workgroup meetings have been scheduled at times when either the County Board or the Zoning and Natural Resources committee is in session. The Zoning and Natural Resources Committee (ZNR) and the Strategic Growth Management Committee (Strategic Growth) are committees of the County Board. And ZNR and Strategic Growth jointly created the Dane County Comprehensive Planning Steering Committee and the work groups.

Therefore, the County Board, ZNR, Strategic Growth and the steering committee would all be considered "parent bodies" to the work groups. Scheduling of work group meetings at the same time as meetings of "parent bodies" creates scheduling conflicts for citizens and public officials who want to or need to attend both. County Board rules (Section 7.62(1) of the Dane County Code of Ordinances) specify that "no committee of the board shall absent itself from the floor while the board is in session without special leave of the chairperson." This rule would suggest that work groups be prohibited from meeting during County Board meetings. This same principle should hold for work group meetings that conflict with meetings of the other "parent bodies."

In addition, some work group meetings have been scheduled in the middle of a weekday. This discourages participation by part-time public officials and members of the public who have other obligations during the workday.

NOW, THEREFORE, BE IT RESOLVED that the Dane County Board of Supervisors urges the work groups of the Dane County Comprehensive Planning Steering Committee to schedule meetings to maximize public participation in the planning process and to begin no earlier than 4:30 p.m. on weekdays except by unanimous consent by all members of the work group.

BE IT FINALLY RESOLVED that the Dane County Board of Supervisors urges the work groups of the Dane County Comprehensive Planning Steering Committee not to schedule meetings at the same time as the County Board, the Zoning and Natural

Resources Committee, the Strategic Growth Management Committee or the Comprehensive Planning Steering Committee and other major public meetings to avoid scheduling conflicts for citizens and public officials.

Adopted by the Dane County Board of Supervisors February 19, 2004.