Pennington County Commission Agendas

The Pennington County Board of Commissioners cordially invites the public to be active participants in their local government. The Board meets on the first and third Tuesdays of each month at 9:00 am in the 1st Floor Commission Chambers in the County Administration Building located at 130 Kansas City Street, Rapid City, SD.

The Board of Commissioners wishes to provide a formal opportunity for citizens’ to address their concerns with the County. Action will not be taken at a Commission meeting on issues not properly noticed on the agenda. Any individual shall be entitled to be placed on the official agenda of a regular meeting of the Commission and be heard concerning matters within the scope of the Commission’s jurisdiction. All agenda submissions are subject to approval by the Board Chairman.

To submit an item for a County Commission Agenda, a written request must be submitted to the Commission Office. Requests may be hand delivered, emailed or mailed thru the postal service. Each request must include the following items:

1. Name
2. Address
3. Telephone
4. Email Address
5. A brief explanation of the situation/issue
6. What action you are requesting of the Board
7. Supporting documentation

Supporting documentation must be included with the original request. Late submission of such material may result in deferral of the speaking opportunity to a future meeting, in order to allow the Board an opportunity to review the material before the discussion.

All requests must be received no later than 4:00pm on the Wednesday prior to the meeting. If your request is not in by this time it will be considered for the next available Commission meeting.

You will be notified either by email or telephone of the scheduled Commission Meeting date and approximate time. On the preceding Thursday afternoon, hard copies of the agenda will be available on the County bulletin board or electronic copies are available at www.pennco.org.

On the Commission Meeting Day:
Meeting agendas are located in the back of the Commission Chambers. Once your item is announced by the Chairperson, please stand and approach the podium. State your name for the record before making your comments. All hearings are recorded and televised. Discussion is limited to the subject being discussed, as listed on the Agenda.

If you have any additional questions or concerns, please contact the Commission Office at (605) 394-2171.

Commission Agenda Item Submission                           Approved 2/4/2014
Please complete the following required information:

1. Name: ____________________________________________

2. Address: __________________________________________

3. Telephone: _________________________________________

4. Email Address: _____________________________________

5. A brief explanation of the situation/issue: ____________________________________________

6. What action you are requesting of the Board: _________________________________________

7. Supporting documentation included: Yes or No

(Description of documentation): ______________________________________________________

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