



**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors

105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Planning and
Development
Department No.: 053
For Agenda Of: April 24, 2007
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department John Baker, Planning & Development
Director(s) 805-568-2085
Contact Info: John McInnes, Director Office of Strategic & Long Range Planning
805-568-3552
Joy Hufschmid, Special Projects Manager,
805-568-3373
SUBJECT: California Tiger Salamander Regional Conservation Strategy Steering Committee

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

1. Create the Conservation Steering Committee (CSC) for the Regional Conservation Strategy Program by adopting a resolution (Attachment A) approving the formation of the CSC.
2. Establish the mission of the CSC to advise County staff on the preparation of a Regional Conservation Strategy for the protection of the California tiger salamander and potentially other threatened or endangered species.

Summary Text:

This item is on the agenda for Board of Supervisors consideration pursuant to procedures outlined in Section V Appointment Process and Membership Term, in the Board adopted Guidelines for General Plan Advisory Committees and Similar Advisory Bodies of April 19, 1991. The formation of an advisory committee can be accomplished by approving the recommended actions creating the CSC, appointing its members and identifying its mission. The CSC is intended to operate as an advisory

committee and will be governed by the general provisions of the Board Adopted Guidelines for General Plan Advisory Committees and Similar Bodies (Attachment C) dated April 9, 1991 except as to voting which will be by consensus at the request of the committee with meeting minutes reflecting any dissention.

The formation of the CSC is an integral part of the development of the Regional Conservation Strategy. The committee, being subject to rules instituted by the Brown Act, will ensure all decisions are made with full public participation and disclosure.

On March 28, 2006 the Board of Supervisors initiated the development of the Regional Conservation Strategy and directed staff to return to the Board for approval of an advisory committee comprised of representatives from the stakeholder interest groups identified below. Adoption of the attached resolution will ratify the CSC membership as follows:

Stakeholder Interest	Member/Alternate	Affiliation
Local Jurisdictions	Will Shipsey/ Wendy Stockton	City of Santa Maria
US Fish & Wildlife	Katie Drexhage/ Steve Henry	US Fish & Wildlife
Ca Dept Fish & Game	Martin Potter/ Mary Meyer	Ca Dept Fish & Game
Environmental Community	Tom Maloney/ Suneil Thomas	The Nature Conservancy
Environmental Community	Sam Sweet/ None	University of CA
Development Community	Jerry Bunin/ None	Home Builders Association
Ranching Community	Susan Petrovich/ Willy Chamberlin	SB Cattlemen's Association
Farming Community	Ronda Lucas/ Teri Bontrager	SB Farm Bureau

Background:

The Santa Barbara County distinct population segment of the California tiger salamander was federally listed as an endangered species in 2000. The Board of Supervisors initiated the development of a Regional Conservation Strategy on March 28, 2006. The strategy is being developed pursuant to the 1973 Federal Endangered Species Act, as amended. The purpose of the Regional Conservation Strategy is to improve protection of the California tiger salamander, and potentially other endangered and threatened species.

Fiscal and Facilities Impacts:

Budgeted: Yes

There is no provision for compensation or reimbursement to the CSC. Although not a direct cost of the formation of the CSC, there are several indirect costs associated with the operation of the CSC. Meeting materials and supplies and hearing support will be provided by the Planning and Development Department. There is an approximate cost of \$1,000 to Planning and Development per meeting for hearing support.

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund	\$ 200,000.00		\$ 1,425,000.00
State			
Federal			
Fees			
Other:			
Total	\$ 200,000.00	\$ -	\$ 1,425,000.00

Funding for the Regional Conservation Strategy and committee process were included in the adopted Fiscal Year 06/07 budget in the General Services Program located on page D-366 of the County FY 06/07 budget. Funding for Fiscal Year 07/08 is included in the Planning & Development, Office of Long Range Planning proposed budget. This includes the costs associated with staff, facilitator, and consultants involved with committee activities.

Creation of the CSC is not a mandated activity. It is undertaken by the County on an elective basis. No changes in services would occur.

Staffing Impacts:

Legal Positions:
 N/A

FTEs:
 2

Special Instructions:

Clerk of the Board shall post legal notice in the Santa Barbara Newspress at least 10 calendar days before the hearing.

Attachments:

1. Attachment A: Resolution in the Matter of Approving Formation of the RCS Conservation Steering Committee.
2. Attachment B: Regional Conservation Strategy Organizational Framework
3. Attachment C: April 9, 1991 County of Santa Barbara Board Approved Guidelines for General Plan Advisory Committee and other Similar Advisory Bodies.

Authored by:

Joy Hufschmid, Project Manager, Office of Long Range Planning, 805-568-3373

ATTACHMENT: A

**Board Resolution in the Matter of Approving
Formation of the RCS Conservation Steering Committee**

RESOLUTION OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

IN THE MATTER OF APPROVING) RESOLUTION NO: 07-____
 FORMATION OF THE)
 REGIONAL CONSERVATION)
 STRATEGY CONSERVATION)
 STEERING COMMITTEE)

WHEREAS, on March 28, 2006 the Board of Supervisors directed staff to initiate a Regional Conservation Strategy for the California tiger salamander and potentially other threatened and endangered species within its range;

WHEREAS, stakeholders with an interest in the conservation strategy were sought to form an advisory committee to advise staff in the development and implementation of the regional conservation strategy draft plan;

WHEREAS, it is necessary to have a well-balanced committee consisting of representatives from local jurisdictions, agriculture, ranching, development, scientific and environmental interests, and state and federal environmental regulatory agencies;

WHEREAS, the Board of Supervisors deems it to be in the best interest of the public and the project for the advisory committee to be subject to the Brown Act;

WHEREAS, the Board of Supervisors has conducted a duly noticed public hearing;

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. The above recitations are true and correct.
2. The Conservation Steering Committee hereinafter referred to as the (CSC) shall be comprised of eight members as follows:

Stakeholder Interest	Member/Alternate	Affiliation
Local Jurisdictions	Will Shipsey/ Wendy Stockton	City of Santa Maria
US Fish & Wildlife	Katie Drexhage/ Steve Henry	US Fish & Wildlife
Ca Dept Fish & Game	Martin Potter/ Mary Meyer	Ca Dept Fish & Game
Environmental Community	Tom Maloney/ Suneil Thomas	The Nature Conservancy
Environmental Community	Sam Sweet/ None	University of CA
Development Community	Jerry Bunin/ None	Home Builders Association
Ranching Community	Susan Petrovich/ Willy Chamberlin	SB Cattlemen's Association
Farming Community	Ronda Lucas/ Teri Bontrager	SB Farm Bureau

3. The CSC serves as an advisory body and shall receive community input, develop project goals, and review and comment on the draft Regional Conservation Strategy Plan. CSC represents the broad public interest ahead of any personal interests and/or biases. CSC members will abstain from all discussions and votes where objectivity is not possible.
4. The CSC is not permitted to review or comment on current development or Comprehensive Plan projects unless specifically authorized by the Board of Supervisors. Attachment B describes the role and function of staff and the CSC.
5. The term of office shall be determined by the completion of the Regional Conservation Strategy Plan and is projected to be approximately fifteen months. Termination of members shall be subject to majority approval by the Board of Supervisors. Replacement of members shall be based on nomination by the represented agencies and organizations and subject to approval by the Board of Supervisors. There is no provision for committee reimbursement or compensation. Meeting materials and supplies shall be provided by the County.
6. A professional facilitator under contract to the County of Santa Barbara Office of Long Range Planning will assist the CSC.
7. A quorum shall consist of 5 members and shall be required to conduct any County-sanctioned CSC meetings.
8. Voting will be by consensus with meeting minutes reflecting any dissention.
9. All other provisions of the Attachment C, Guidelines for General Plan Advisory Committees and Similar Advisory Bodies as may be amended, including compliance with the Ralph M. Brown Act which governs open meetings for local government bodies, shall apply to the CSC upon formation by the Board of Supervisors.

PASSED, APPROVED AND ADOPTED by the Board of Supervisors of the County of Santa Barbara, State of California, this 24th day of April, 2007, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

BROOKS FIRESTONE
Chair, Board of Supervisors
County of Santa Barbara

ATTEST:

MICHAEL F. BROWN
Clerk of the Board of Supervisors

APPROVED AS TO FORM:

STEPHEN SHANE STARK
County Counsel

By _____
Deputy Clerk

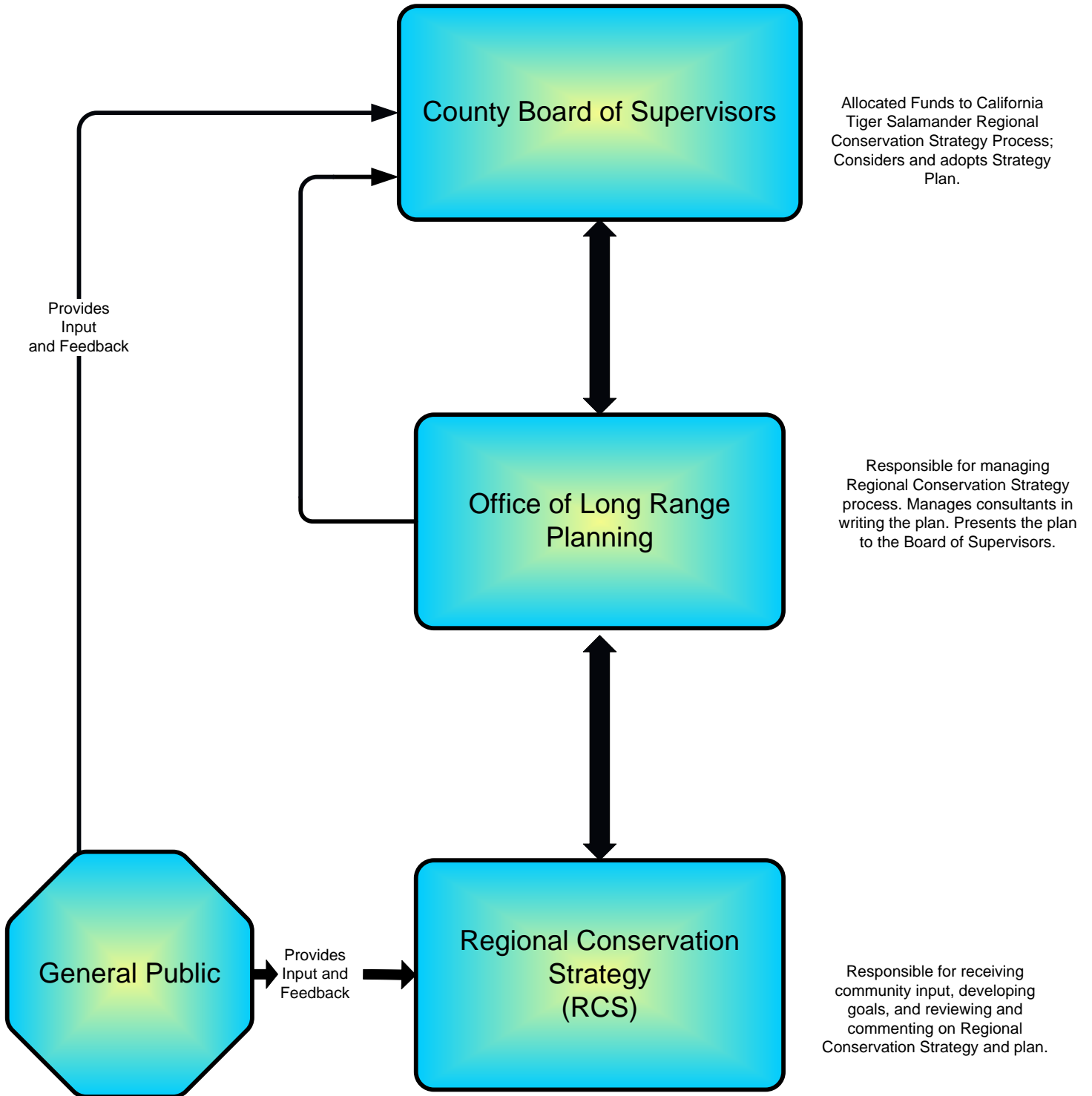
By _____
Deputy County Counsel

ATTACHMENT: B

Regional Conservation Strategy Organizational Framework

Attachment B

Regional Conservation Strategy Organizational Framework



ATTACHMENT: C

April 9, 1991 County of Santa Barbara Board Adopted Guidelines
for General Plan Advisory Committees and Similar Advisory
Bodies

5. GPAC GUIDELINES
Guidelines for General Plan Advisory Committees
and Similar Advisory Bodies

Santa Barbara County
Resource Management Department

April 9, 1991

I. INTRODUCTION

The purpose of these Guidelines is twofold:

- 1) To clarify the respective roles of each participant in the citizen advisory committee process; and
- 2) To outline the "rules of the game," so that everyone has similar expectations and understanding of the overall process, and each participant sees how they and others -together- contribute to "forwarding the action;" that is, moving toward accomplishing the committee's specific product-goals within an appropriate schedule and budget.

The advisory committee process is a collaborative one, involving an often diverse array of individuals and viewpoints, levels of expertise and matters of concern. The public, committee appointees, and respective staff from the appointing Supervisor's office, the Resource Management Department (RMD), and from other agencies and offices all benefit in having a clear understanding of their respective roles and responsibilities in the committees' conduct of their official business.

We've made an effort to cover all essential aspects of committee operations, such as how appointments are made, how long the member's term is, responsibilities of different participants, conflict of interest issues, and meeting procedures. Nonetheless, these Guidelines are not exhaustive, nor do they incorporate all

statutes and regulations which may apply to GPAC operations, e.g., State open meetings law (Brown Act). The Guidelines strive to make adequate reference to other rules, as appropriate.

II. APPLICABILITY

These Guidelines apply to all Board-appointed citizen advisory committees whose primary mission involves products and activities of the County Resource Management Department (RMD). Although there are many groups which provide input to the public process, e.g. Technical Advisory Committees, Agricultural Element Advisory Committee, Transportation Demand Management Advisory Task Force, etc., for ease of reference in these Guidelines, they are collectively termed "GPACs" (General Plan Advisory Committees).

III. ESTABLISHMENT OF GPACs

GPACs are established primarily to advise the Board of Supervisors, Planning Commission, RMD, and other County officials on matters related to the implementation and periodic modification of the Comprehensive Plan. These committees are creations of the County Board of Supervisors; their establishment is not specifically required by any State laws or regulations. Therefore, the Board of Supervisors has discretion to create, modify, and terminate GPACs, their membership, mission statement, schedule, etc. at any time.

IV. COMMITTEE AUTHORITY

GPACs are advisory in nature and have no authority to approve, deny, or require modifications to any matter or project under the committee's consideration. The committee's advice shall be conveyed to the appropriate decision-making body in the staff report. County staff will acknowledge GPAC input in formulating

staff's recommendations for action by County decision-makers. Staff is assigned responsibility for the timely completion of Board-approved Comprehensive Planning work programs and development permit application reviews.

V. APPOINTMENT PROCESS AND MEMBERSHIP TERM

A. Size:

The size of a GPAC shall be established by the Board of Supervisors upon creation of the committee. Typically, such committees consist of no more than fifteen (15) members. Committees should have an odd number of members; this eliminates ambiguity as to what constitutes a quorum, and minimizes the possibility of tie votes.

B. Composition:

The composition of a GPAC should be determined at the time of its creation, especially if it is intended that specific geographic areas, professional affiliations, community segments and/or other interest groups be represented in the committee's membership.

C. Vacancies and Application Process:

A vacancy or vacancies on a GPAC shall exist: 1) when the committee is created, 2) when a member or members is/are formally removed by the Board of Supervisors, or 3) when the Board receives and acknowledges a letter of resignation from an incumbent. Vacancies on a GPAC shall be advertised by the Clerk of the Board of Supervisors in the same manner as vacancies for other County advisory commissions. Vacancies shall be advertised within ten (10) calendar days of their availability. Applications for membership shall be submitted on forms provided by the Clerk of the Board, and shall be accepted by the Clerk.

D. Selection Process:

Upon the close of an application period, a copy of each

application submitted will be given to the Board member(s) in whose district(s) the vacancy or vacancies exist. Appointment(s) shall be recommended by such Board member(s), for confirmation by the entire Board. In cases where a committee operates in more than one supervisorial district, representation on the committee shall be roughly proportional to the area and/or population of the respective districts. All members on such multi-district committees shall be specifically appointed by one of the participating supervisors. In no case can any individual be appointed concurrently as a regular member of more than one committee.

E. Term of Office:

The term of office for a GPAC and its members is established by the Board of Supervisors when it creates the committee. For committees which operate within a single supervisorial district, the maximum terms of office may be four (4) years, coinciding with the Board member's term of office. Other committees may have terms of office of two (2) years, unless a different term of office is set by the Board. In no case is any term of office to be indefinite.

VI. COMMITTEE OPERATIONS

A. Committee Mission and Responsibilities:

The specific mission of a GPAC and its term of service shall be established by the Board of Supervisors at the time of its creation of the Committee. In the absence of any such specific mission statement, the mission of a GPAC shall be to:

1. Assist and advise the Board of Supervisors, Planning Commission, and County staff in their developing, adopting,

Barbara County Comprehensive Plan;

2. Review and comment upon other matters related to the County's planning functions, upon specific direction by the Board of Supervisors.

B. Officers & Rules of Conduct:

The responsibilities of the GPAC at large also include annual election of officers, consisting of at least a Chair, Vice-Chair and Recording Secretary. The Chair shall lead all meetings, be the primary spokesperson for the GPAC, and be the primary committee liaison to staff and the public. The Vice-Chair shall fulfill the duties of Chair in the latter's absence. The Recording Secretary shall take notes of, or tape-record, each regular and special committee meeting, and shall prepare minutes of motions, discussion items, etc. At a minimum, these minutes shall clearly convey actions and motions taken by the Committee. These minutes are to be considered, amended as needed and approved by the full committee at the earliest possible time. In addition, the committee may adopt specific rules of conduct and procedure, as long as such rules are consistent with applicable laws and regulations (including these Guidelines).

C. Meeting Procedures:

All GPACs are subject to the Brown Act, which sets standards for public notice as to meeting time, date and location as well as items to be discussed. Key implications of this are as follows.

1. Noticing of all GPAC meetings, including time, location and an agenda, must be posted in a public place within the applicable area. Efforts should be made to provide adequate public notice beyond minimum Brown Act requirements of seventy-two (72) hours.

2. All GPAC meetings must be open and public. Meetings are to be held in a facility which makes adequate provision for attendance by all interested members of the public.
3. Members of the public are to be given an opportunity to speak to the Committee on any regular agenda item at the time it is being discussed. Members of the public will also be given an opportunity to speak to any relevant non-agenda item. All public speakers are subject to reasonable time constraints established by the committee Chairperson and any adopted procedures. All public speakers are to identify their names and relevant business and/or personal interests they are representing for the record.
4. Committees will attempt to establish a consistent regular meeting time and location in their rules of conduct.
5. Minutes of GPAC meetings will be kept on file by the both the committee secretary and the RMD. These minutes shall be available for any interested person to examine.
6. All GPACs will elect officers and may adopt rules of procedure (see end of Section V.B above).
7. Meetings shall be run in a parliamentary style. Substantive issues will have higher priority than matters of procedural detail. The Chair has discretion in guiding discussion of items among Committee members while allowing for appropriate public input.
8. Staff may address the committee at any time, with timely recognition by the Chair.
9. Quorum: A majority of the members of the GPAC constitute a quorum. Decisions are made by a majority of the members

present and voting. No business may be transacted if fewer than a quorum is present. Formal votes by a committee are to have a motion and second, prior to allowing further discussion and a vote.

10. Members of the GPAC shall not vote on issues which involve a legal or ethical conflict of interest or duty (see Section VII.).

11. Subcommittees: GPACs may select sub-committees to focus on issues or subjects meriting more detailed work outside of the full Committee. Sub-committees are made up of Committee members only, and must number fewer than a quorum of the full GPAC. Sub-committee meeting arrangements may be set by either the staff or the committee. Such meetings are not legally required to be noticed or posted, but every effort should be made by a sub-committee officer or member to notice and/or post the meetings, as they are open to any interested member of the public. Information about their time and location is to be available through the overall committee secretary and through RMD staff. Sub-committees shall choose a Chair and a Vice-Chair, and may choose a Recording Secretary for preparing informal minutes. A report from any sub-committee meeting shall be made at the next full GPAC meeting. Staff support for subcommittee meetings may be provided, but is not required.

D. Attendance:

GPAC members shall make every effort to attend regular meetings. Members unable to attend any meeting should contact the committee Chair or RMD staff at least seventy-two (72) hours prior to the meeting. Three consecutive unannounced absences by a member shall be grounds for dismissal from the GPAC, subject to the discretion of the appointing Supervisor(s).

E. Appearance on GPAC's behalf:

The Chair, Vice-Chair, or other official designee shall speak for the Committee at any applicable non-GPAC public hearing or other meeting. Individual members of GPAC not so designated, who do testify at a public hearing or other meeting, shall clearly identify themselves as speaking individually as a member of GPAC, and shall clearly indicate that they are not authorized to speak for the full committee.

F. Timely adjournment of evening meetings:

To encourage public participation, evening meetings of GPAC will be organized, agendized and run so as to finish at a reasonable hour. If a particular GPAC finds its evening meetings habitually running past 9:30 PM, staff and the Chair will work together to shorten the agendas and, if necessary, to expedite committee discussion and action on items.

VII. CONFLICTS OF INTEREST

GPAC members are not considered to be "public officials" as defined in § 82048 of the California Government Code, and therefore are not subject to the state Political Reform Act and its disclosure provisions (Government Code §§ 81000 et seq.). Nevertheless, GPAC members shall remove themselves from all discussions and votes on matters in which they have any direct personal financial interest, or where the member's professional allegiance and/or personal bias cannot be set aside to allow the member's fair consideration of the issue(s) at hand.

In gauging such extra-legal conflicts of interest and/or duty, each member shall exercise careful judgment and introspection in giving priority to the interests of fairness and objectivity; if there is

any reasonable doubt that the member has a conflict, the member shall refrain from participation in the committee's deliberations and vote(s). Should a member not refrain voluntarily, and should the member's participation specifically be challenged by another committee member, staff, or the public, the member's participation on any item of official committee business may be prevented by a two-thirds majority vote of the full committee (i.e., at least two-thirds of the total incumbent committee membership, including the member in question). Pervasive or recurring conflicts of interest and/or duty should lead a member to resign voluntarily from a GPAC, and may be grounds for dismissal by the appointing Supervisor(s).

VIII. COMMITTEE AND STAFF RESPONSIBILITIES

A. GPAC Member Duties:

The responsibilities of individual GPAC members include:

1. Punctually and fully attend all regular and special meetings of the GPAC and all relevant subcommittee meetings, to the maximum possible extent;
2. Come to all meetings fully prepared, having reviewed the agenda and all related written/graphic material available before the meeting;
3. Conscientiously follow high ethical standards in putting the broad public interest ahead of any personal interest and/or bias, and to abstain from all discussions and votes where this is not possible;
4. Promote full and open discussion of all matters of official committee business;
5. Support the committee Chair, Vice-Chair and staff in

maintaining order, keeping discussions relevant to the business at hand, and following proper procedures, while giving primary attention to matters of substance.

6. In meetings pertaining to development projects, strive to comment on projects in a productive and expeditious manner which recognizes State and County-established processing timelines. Particularly, any GPAC comments on environmental documents relating to development projects shall be made within the established environmental review timelines.

B. Board of Supervisors' Administrative Staff:

The Administrative Assistant(s) of each pertinent Supervisor works cooperatively with RMD and other participating public agency staff, and observes and participates in the GPAC's activities on behalf of the Supervisor(s), as well as conveying the interests of the Supervisor(s) to the committee. The Administrative Assistant(s) are also responsible for matters relating to the appointment of GPAC members.

Meetings dealing with development project review are scheduled by, and primarily supported by, the Board's Administrative Assistant(s), with an RMD planner familiar with the project in attendance, if feasible. Scheduling of such meetings shall recognize case processing timelines. Representatives of development projects shall be encouraged to attend all applicable GPAC meetings.

C. RMD Planning Staff Duties:

Staff responsibilities in supporting a GPAC include:

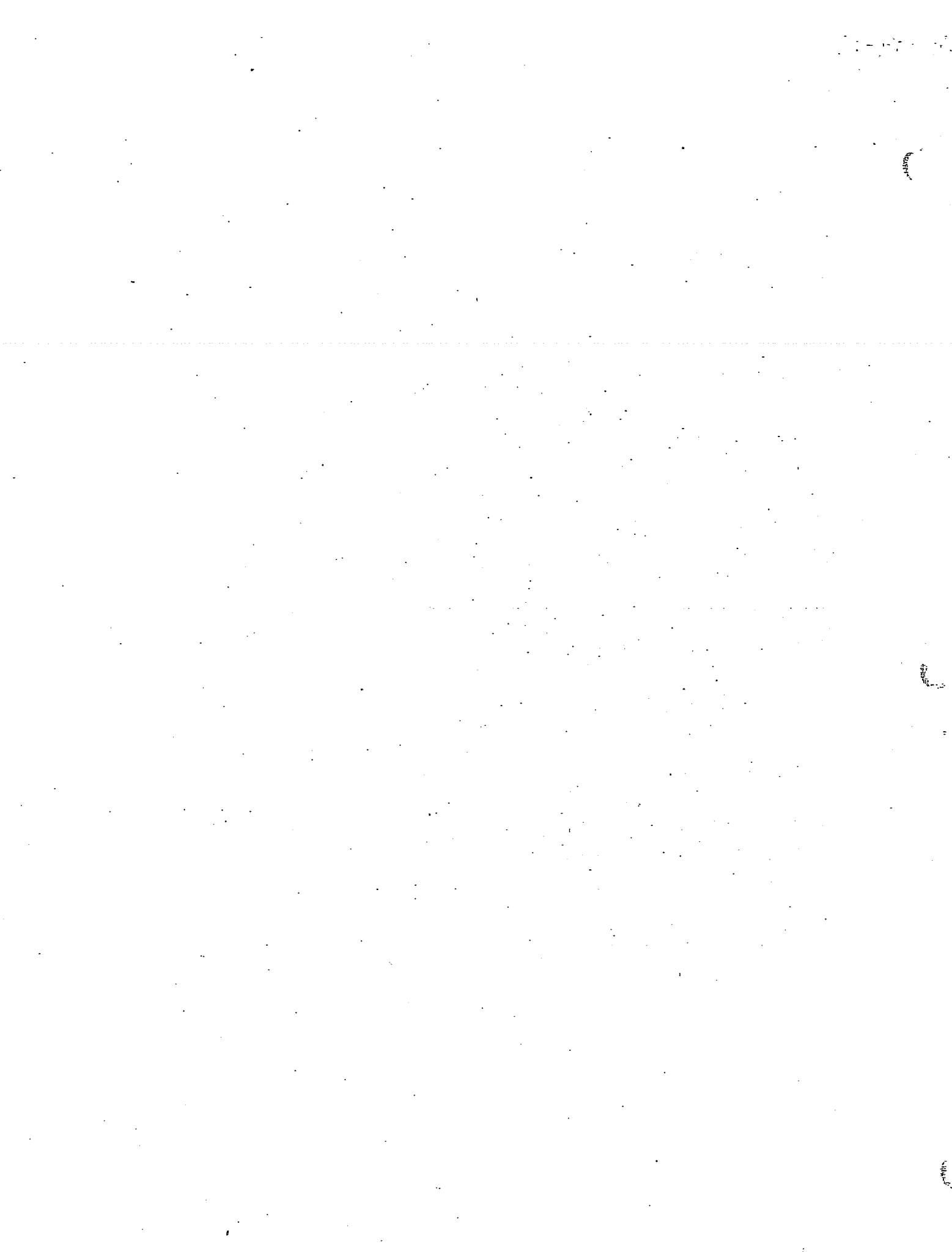
1. Schedule all GPAC meetings pertaining to Comprehensive Plan issues, making arrangements for all facilities, distribute

written/graphic materials, notices, agendas, etc.. For such meetings, coordinate necessary staff participation and guest speakers;

2. For GPAC meetings as appropriate, prepare recommendations and other material for GPAC review and comment. Advise the GPAC on matters of both substance and procedure;
3. Assist the GPAC Chair in promoting full and open participation by all GPAC members and other people in attendance at any meeting, keeping discussions pertinent to the business at hand;
4. Handle information requests for materials and general information related to the official business of the GPAC;
5. Report the GPAC's activities, recommendations and comments to County decision-makers and officials within the framework of the overall presentation of staff recommendations on a committee product-goal (i.e. a draft community plan update, a technical element or portion thereof, or a project application);
- c
6. Coordinate with the Chair and Secretary on committee and sub-committee meeting schedules.

D. County Counsel:

Staff support to GPACs will not be provided by County Counsel. Specific legal issues are to be directed through RMD to County Counsel for response; RMD shall also coordinate with Board Administrative Assistants on such items as applicable.



6. GPAC RESPONSIBILITIES AGREEMENT

"RESPONSIBILITY AGREEMENT": STATEMENT OF COMMITMENT TO COUNTY GUIDELINES FOR ADVISORY COMMITTEE MEMBERSHIP AND CONDUCT

Members of the _____ General Plan Advisory Committee are asked to read, understand, and adhere to the following guidelines:

1. I understand that I will be asked to commit approximately 15-25 hours/month for the next _____ months/years for the following:
 - o Six to nine hours each month to attend 2-3 meetings;
 - o Document review, including but not limited to environmental documents, environmental constraints analyses, special studies, Comprehensive Plan elements, Zoning Ordinances, minutes, and other materials contained in meeting packets;
 - o Participation on subcommittees when special issues need to be addressed;
 - o Assisting County staff in organizing special events, publications, and public notices;
 - o Participate in field investigations, as necessary.

PLEASE INITIAL HERE _____

2. I agree to punctually and fully attend all regular and special meetings of the GPAC and all relevant subcommittee meetings to the maximum possible extent. I understand that upon 3 unexcused absences or 5 consecutive absences I will be subject to dismissal from the committee. Absences may only be excused if communicated to the Chairperson of the committee or the appointing Supervisorial office in advance of a scheduled meeting.

PLEASE INITIAL HERE _____

3. I understand that I am expected to come to the meeting fully prepared, having reviewed the agenda and all related written/graphic material available before the meeting.

PLEASE INITIAL HERE _____

4. I will conscientiously follow high ethical standards in putting the broad public interest ahead of any personal interest and/or bias. I further understand that it is my duty to abstain from all discussions and votes on matters that could materially affect any development interest that I may have in any real property, or where a professional allegiance and/or personal bias cannot be set aside to allow my fair

consideration of the issue(s) at hand. I further understand that if I should not voluntarily abstain from the discussion and/or vote in such situations, that my participation can be challenged by another committee member, staff or the public, and my participation in that issue can be prevented by a two-thirds majority vote of the full committee. I understand that pervasive or recurring conflicts of interest and/or duty should lead me to voluntarily resign from the committee and may be grounds for dismissal by the appointing Supervisor(s).

PLEASE INITIAL HERE _____

5. I commit to supporting the General Plan Update process.

PLEASE INITIAL HERE _____

6. I agree to communicate the issues under discussion with the constituents that I represent and to express their interests in public forum.

PLEASE INITIAL HERE _____

7. I agree to promote and publicize planning and the function of the committee to generate public interest and awareness.

PLEASE INITIAL HERE _____

8. I agree to promote and participate in full and open discussion of all matters of official committee business, and strive for consensus to the maximum possible extent.

PLEASE INITIAL HERE _____

9. I understand that I am expected to state the reason and basis for a decision before casting a vote on any substantive issue.

PLEASE INITIAL HERE _____

10. I agree to support the committee Chairperson and County staff in maintaining order, keeping discussions relevant to the business at hand, and following the proper procedures, while giving primary attention to matters of substance.

PLEASE INITIAL HERE _____

11. I understand that it is the role of the Chairperson to lead all meetings, be the primary spokesperson for the committee,

and be the primary liaison to the staff and public. The Chairperson is also expected to attend periodic meetings with staff prior to regular and/or special meetings of the committee to discuss the agenda and format of the meeting. The Vice-Chairperson shall fulfill the duties of the Chairperson in the latter's absence. The Recording Secretary shall take notes of, or tape record each regular and special committee meeting, and shall prepare minutes of such meetings which shall be considered and approved by the full committee at the earliest possible time.

PLEASE INITIAL HERE _____

As a member of the _____ General Plan Advisory Committee I have read and understand the guidelines provided above.

Signature

Date

RECEIVED
2001 OCT 19 PM 1:22
COUNTY COUNSEL
SANTA BARBARA, CA.

4. BOARD OF SUPERVISORS RESOLUTION FOR GPACS

RESOLUTION OF THE BOARD OF SUPERVISORS OF THE
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

IN THE MATTER OF ADOPTING)
GENERAL PLAN ADVISORY)
COMMITTEE (GPAC) GUIDELINES)

RESOLUTION NO. 91-211

WHEREAS, the Board of Supervisors has determined it desirable that explicit guidelines prescribing the operation and responsibilities of General Plan Advisory Committees (GPACs) and other similar Board-appointed Advisory Committees be adopted to assure efficient operation, uniformity of procedure, public access to meetings, and fairness and consistency for all interested persons.

WHEREAS, the staff of Resource Management Department has drafted said guidelines for GPACs and incorporated amendments requested by the Board of Supervisors.

NOW, THEREFORE, IT IS RESOLVED AS FOLLOWS:

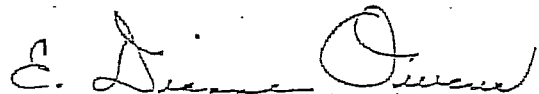
The Board of Supervisors hereby adopts the General Plan Advisory Committee Guidelines and the Responsibility Agreement and authorizes their usage in all future operations of GPACs and other similar advisory committees.

PASSED, APPROVED, AND ADOPTED by the Board of Supervisors of the County of Santa Barbara, State of California, this 9th day of April, 1991, by the following votes:

AYES: Ochoa, Rogers, Wallace, Owens, Stoker

NOES: None

ABSENT: None



E. Dianne Owens, Chairperson
Board of Supervisors

ATTEST:

Approved as to form:

Zandra Cholmondeley
Clerk of the Board

David Nawi
County Counsel

By: Robert Cohen
Deputy

By: PK Bonway
Deputy County Counsel

