

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**

**Prepared on:** 11/12/02  
**Department Name:** CAO/Clerk of the Board  
**Department No.:** 012  
**Agenda Date:** 11/26/02  
**Placement:** Administrative  
**Estimate Time:** 10 Min. on 12/3/02  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors  
**FROM:** Michael F. Brown, County Administrator  
**STAFF CONTACT:** Michael Allen, Chief Deputy Clerk of the Board  
X-2245  
**SUBJECT:** Board of Supervisors' Meeting Schedule for 2003

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**Recommendation(s):**

That the Board of Supervisors: Set a hearing for December 3, 2002 to consider adoption of the 2003 Board of Supervisors' schedule of meeting dates and locations.

**Alignment with Board Strategic Plan:**

The recommendation is primarily aligned with actions required by law or by routine business necessity.

**Executive Summary and Discussion:**

The Board of Supervisors holds regular meetings on the first four Tuesdays of each month except as otherwise directed by your Board. The Board does not meet on fifth Tuesdays. The proposed schedule of regular Board meetings continues the current practice of conducting one meeting each month in North County (12 annually at the Betteravia Government Center in Santa Maria). Boards of Supervisors meetings are held in North County on the second Tuesday of each month. The first meeting of 2003 is scheduled for January 7, 2002 in Santa Barbara.

For the past two years, the Board of Supervisor's meeting schedule has experienced a slow period during the summer months that has resulted in the cancellation of regularly scheduled meetings and in several half-day hearings. In anticipation of a similar reduction of scheduled matters this summer, included as a part of this proposed 2003 schedule is a two week Summer recess that includes the fifth Tuesday of July (July 29, 2003) as well as the first Tuesday of August (August 5, 2003). Advanced knowledge of a Summer recess will allow the Board and staff to efficiently schedule and set hearings for the remaining Board meetings through the summer and provide an opportunity for personal planning.

**Mandates and Service Levels:**

Government Code Section 25081 requires the Board of Supervisors to hold regular meetings at the County seat which is located in the City of Santa Barbara. Santa Barbara County Code Chapter 2, Article 1, Section 2-1 provides that a regular adjourned meeting may be held outside of the County seat on a regular meeting date in lieu of a regular meeting.

**Fiscal and Facilities Impacts:**

Costs of the meetings of the Board of Supervisors are available in a report to the Board of Supervisors dated September 13, 1994, on file in the Clerk of the Board office (File: 94-19,267).

**Special Instructions:**

None

**Attachments:**

Attachment A – 2003 Board of Supervisors Proposed Schedule of Meetings

## 2003 Board of Supervisors' Proposed Schedule of Meetings and Meeting Locations

|               |                                            |                            |                                     |
|---------------|--------------------------------------------|----------------------------|-------------------------------------|
| <b>Jan 1</b>  | <b>Wed - New Years Day</b>                 | <b>Jul 1</b>               | <b>Santa Barbara</b>                |
| <b>Jan 7</b>  | <b>Santa Barbara (1<sup>st</sup> Mtg.)</b> | <b>Jul 8</b>               | <b>Santa Maria</b>                  |
| <b>Jan 14</b> | <b>Santa Maria</b>                         | <b>Jul 15</b>              | <b>Santa Barbara</b>                |
| <b>Jan 21</b> | <b>Santa Barbara</b>                       | <b>Jul 22</b>              | <b>Santa Barbara</b>                |
| <b>Jan 28</b> | <b>Santa Barbara</b>                       | <b>Jul 29</b>              | <b>No Mtg.-5<sup>th</sup> Tues.</b> |
| <br>          |                                            |                            |                                     |
| <b>Feb 4</b>  | <b>Santa Barbara</b>                       | <b>Aug 5</b>               | <b>No Meeting</b>                   |
| <b>Feb 11</b> | <b>Santa Maria</b>                         | <b>Aug 12</b>              | <b>Santa Maria</b>                  |
| <b>Feb 18</b> | <b>Santa Barbara</b>                       | <b>Aug 19</b>              | <b>Santa Barbara</b>                |
| <b>Feb 25</b> | <b>Santa Barbara</b>                       | <b>Aug 26</b>              | <b>Santa Barbara</b>                |
| <br>          |                                            |                            |                                     |
| <b>Mar 4</b>  | <b>Santa Barbara</b>                       | <b>Sep 2</b>               | <b>Santa Barbara</b>                |
| <b>Mar 11</b> | <b>Santa Maria</b>                         | <b>Sep 9</b>               | <b>Santa Maria</b>                  |
| <b>Mar 18</b> | <b>Santa Barbara</b>                       | <b>Sep 16</b>              | <b>Santa Barbara</b>                |
| <b>Mar 25</b> | <b>Santa Barbara</b>                       | <b>Sep 23</b>              | <b>Santa Barbara</b>                |
|               |                                            | <b>Sep 30</b>              | <b>No Mtg.-5<sup>th</sup> Tues.</b> |
| <br>          |                                            |                            |                                     |
| <b>Apr 1</b>  | <b>Santa Barbara</b>                       | <b>Oct 7</b>               | <b>Santa Barbara</b>                |
| <b>Apr 8</b>  | <b>Santa Maria</b>                         | <b>Oct 14</b>              | <b>Santa Maria</b>                  |
| <b>Apr 15</b> | <b>Santa Barbara</b>                       | <b>Oct 21</b>              | <b>Santa Barbara</b>                |
| <b>Apr 22</b> | <b>Santa Barbara</b>                       | <b>Oct 28</b>              | <b>Santa Barbara</b>                |
| <b>Apr 30</b> | <b>No Mtg.-5<sup>th</sup> Tues.</b>        |                            |                                     |
| <br>          |                                            |                            |                                     |
| <b>May 6</b>  | <b>Santa Barbara</b>                       | <b>Nov 4</b>               | <b>Santa Barbara</b>                |
| <b>May 13</b> | <b>Santa Maria</b>                         | <b>Nov 11</b>              | <b>Santa Maria</b>                  |
| <b>May 20</b> | <b>Santa Barbara</b>                       | <b>Nov 18</b>              | <b>Santa Barbara</b>                |
| <b>May 27</b> | <b>Santa Barbara</b>                       | <b>Nov 25</b>              | <b>Santa Barbara</b>                |
| <br>          |                                            |                            |                                     |
| <b>Jun 3</b>  | <b>Santa Barbara</b>                       | <b>Dec 2</b>               | <b>Santa Barbara</b>                |
| <b>Jun 10</b> | <b>Santa Maria</b>                         | <b>Dec 9</b>               | <b>Santa Maria</b>                  |
| <b>Jun 17</b> | <b>Santa Barbara</b>                       | <b>(Last Mtg. Of 2002)</b> |                                     |
| <b>Jun 24</b> | <b>Santa Barbara</b>                       |                            |                                     |
|               |                                            | <b>Jan 6</b>               | <b>First Meeting of 2004</b>        |

### Early Docketing Deadlines

#### Meeting Date

#### Docketing Deadline Date

Dec. 10, 2002

Wed., Nov. 26, 2002, at 12:00 noon (Due to Thanksgiving)

Jan. 6, 2003

Thurs., Dec. 11, 2002, at 12:00 noon  
(Due to Christmas & New Years)