



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: CEO  
Department No.: 012  
For Agenda Of: 12/9/14  
Placement: Admin.  
Estimated Tme: NA  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

1209-43 14-00976

**TO:** Board of Supervisors

**FROM:** Department Director(s) Mona Miyasato, County Executive Officer   
Contact Info: Michael Allen, Chief Deputy Clerk of the Board  
(805) 568-2245

**SUBJECT:** 2015 Board of Supervisors' Schedule of Meeting Dates and Locations

**County Counsel Concurrence**

As to form: N/A

**Auditor-Controller Concurrence**

As to form: N/A

**Other Concurrence:**

As to form: No

**Recommended Actions:**

That the Board of Supervisors:

Consider the adoption of the 2015 Board of Supervisors' schedule of meeting dates and locations.

**Summary Text:**

The current practice of the Board of Supervisors is to conduct regular meetings on the first three Tuesdays of each month except as otherwise directed by the Board; the Board does not meet on fourth and fifth Tuesdays except as necessary.

In anticipation of 2015, the Executive Office met with the incoming Chair, Supervisor Janet Wolf, to review the Board's meeting schedule from 2014 and discuss any possible changes for the coming year. The 2014 schedule included 30 regular meetings as well as a Budget Working Session in March, Budget Workshops in April and Budget Hearings in June. The Budget Workshops, Budget Hearings and the summer recess eliminated several potential meeting dates in 2014 and one consequence of this was increased pressure for the limited amount of available Board hearing time. To help manage this pressure and to provide the Board with an appropriate number of hearing dates staff is proposing the addition of meeting dates on fourth Tuesdays during the months that contain a fifth Tuesday, March, June and September in 2015. This proposal includes 33 regular meetings of the Board as well as the Budget Workshops and Budget Hearings. The Board has the option of cancelling or adding additional meeting dates as necessary.

County of Santa Barbara Budget Workshops will be conducted in advance of June Budget Hearings. The County Executive Office Budget Development Schedule calls for Fiscal Year 2015-16 Budget Workshops to be held on Monday, Wednesday and Friday, April 6, 8 and 10, 2015 in Santa Barbara. The proposed 2015 schedule does not include a meeting date on Tuesday, April 7, 2015.

County of Santa Barbara Budget Hearings are conducted the second full week of June. In anticipation of Fiscal Year 2015-2016 Budget Hearings, the proposed 2015 schedule does not include a regular hearing on Tuesday, June 9, 2015. FY 2016-16 Budget Hearings will be scheduled by separate Board Letter from the County Executive Office in the spring of 2015.

The Board of Supervisors' calendar has experienced a slow period during the summer months that has resulted in the cancellation of regularly scheduled meetings. The adopted 2014 Board of Supervisors schedule of meetings included a four week break in the summer during the last two weeks of July and the first two weeks of August.

The proposed 2015 schedule incorporates a summer break that includes July 28, 2015 (4<sup>th</sup> Tues.), August 4, 2015, August 11, 2015, and August 18, 2015. Advance 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. In addition, the proposed 2015 schedule does not include a meeting on Tuesday, July 14, 2015 due to the NACO Conference or on Tuesday November 24, 2015 due to the Thanksgiving holiday. The CSAC Annual Meeting will be held from December 1 through December 4, 2015 in Monterey so there is no meeting scheduled for Tuesday, December 1, 2015.

**Background:**

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.

**Special Instructions:**

Direct the Clerk of the Board to notify all County Departments of the adopted 2015 Board of Supervisors' schedule of meeting dates and locations.

**Attachments:**

Attachment A – Proposed 2015 Board of Supervisors' Schedule of Meetings dates and locations.

**Authored by:**

Michael Allen, Chief Deputy Clerk of the Board  
(805) 568-2240



**Attachment A**  
**Proposed 2015 Board of Supervisors Schedule**  
**Meeting Dates and Locations**  
**New proposed meeting dates indicated by \***

Jan 6	Santa Barbara (1 <sup>st</sup> Mtg. 2015)	Jul 7	Santa Barbara
Jan 13	Santa Maria	Jul 14	No Mtg. ~ NACO
Jan 20	Santa Barbara	Jul 21	Santa Maria
Jan 27	No Mtg. ~ 4 <sup>th</sup> Tues.	Jul 28	No Mtg. ~ 4 <sup>th</sup> Tues.
Feb 3	Santa Barbara	Aug 4	No Mtg. ~ Summer Recess
Feb 10	Santa Maria	Aug 11	No Mtg. ~ Summer Recess
Feb 17	Santa Barbara	Aug 18	No Mtg. ~ Summer Recess
Feb 24	No Mtg. ~ 4 <sup>th</sup> Tues.	Aug 25	Santa Maria
Mar 3	Santa Barbara	Sep 1	Santa Barbara
Mar 10	Santa Maria	Sep 8	Santa Maria
Mar 17	Santa Barbara	Sep 15	Santa Barbara
Mar 24	<i>Santa Maria *</i>	Sep 22	<i>Santa Maria *</i>
Mar 31	No Mtg. ~ 5 <sup>th</sup> Tues.	Sep 29	No Mtg. ~ 5 <sup>th</sup> Tues.
Apr 6, 8, 10	Budget Workshops (SB)	Oct 6	Santa Barbara
Apr 14	Santa Maria	Oct 13	Santa Maria
Apr 21	Santa Barbara	Oct 20	Santa Barbara
Apr 28	No Mtg. ~ 4 <sup>th</sup> Tues	Oct 27	No Mtg. ~ 4 <sup>th</sup> Tues.
May 5	Santa Barbara	Nov 3	Santa Barbara
May 12	Santa Maria	Nov 10	Santa Maria
May 19	Santa Barbara	Nov 17	Santa Barbara
May 26	No Mtg. ~ 4 <sup>th</sup> Tues.	Nov 24	No Mtg. ~ Thanksgiving
Jun 2	Santa Barbara	Dec 1	No Mtg. ~ CSAC
Jun 8, 10, 12	Budget Hearings	Dec 8	Santa Barbara
Jun 16	Santa Maria	Dec 15	Santa Maria
Jun 23	<i>Santa Barbara *</i>	Dec 22	No Mtg. ~ Winter Recess
Jun 30	No Mtg. ~ 5 <sup>th</sup> Tues.	Dec 29	No Mtg. ~ Winter Recess
		Jan 5	Santa Barbara (1 <sup>st</sup> Mtg. 2016)
		Jan 12	Santa Maria

**Anticipated Early Docketing Deadlines**

<u>Meeting Date</u>	<u>Docketing Deadline Date</u>
Jan. 6, 2015	Tues. Dec. 23, 2015 (Due to Winter Holidays)
Jan. 13, 2015	Tues. Dec. 30, 2015 (Due to Winter Holidays)
Jun. 2, 2015	Wed. May 20, 2015 (Due to Memorial Day Holiday)
Sept. 15, 2015	Wed. Sept. 2, 2015 (Due to Labor Day Holiday)
Dec. 8, 2015	Tues. Nov. 24, 2015 (Due to Thanksgiving Holiday)
Jan. 5, 2016	Wed. Dec. 23, 2015 (Due to Winter Holidays)