



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: 12/14/10
Placement: Departmental
Estimated Tme: 10 Min.
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Chandra L. Wallar, County Executive Officer
Director(s)
Contact Info: Michael Allen, Chief Deputy Clerk of the Board, 568-2245

SUBJECT: 2011 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: N/A

That the Board of Supervisors:

Consider adoption of the 2011 Board of Supervisors' schedule of meeting dates and locations.

Summary Text:

The current practice of the Board of Supervisors is to hold regular meetings on the first four Tuesdays of each month except as otherwise directed by the Board; the Board does not meet on fifth Tuesdays. Given the fiscal challenges facing the County of Santa Barbara, staff has searched for cost savings and increased productivity in the proposed 2011 meeting schedule. As such, in addition to a proposed schedule that reflects the current practice, included are two additional options for consideration that result in one fewer meeting per month for a total of three. The elimination of one meeting a month will result in both actual and opportunity cost savings. In addition, eliminating the time and expense associated with travel as well as lost productivity associated with staff absent from Santa Barbara offices will result in improved efficiencies. Details of the three alternatives are included below.

Alternative A (Attachment A) continues the current practice of conducting two meetings each month (on the first and third Tuesday) in the Board Hearing Room in Santa Barbara and two meetings each month (on the second and fourth Tuesday) in the Board Hearing Room in Santa Maria at the Betteravia Government Center for a total of 41 meetings. The first meeting of 2011 is scheduled for Tuesday, January 4, 2011 in Santa Barbara.

Alternative B (Attachment B) proposes Board meetings on the first, second and third Tuesday of each month and eliminates the fourth meeting of each month. This alternative reduces the number of Board meetings per year by 9 for a total of 32.

Alternative C (Attachment C) proposes Board meetings on the first, third and fourth Tuesday of each month and eliminates the second meeting of each month. This alternative reduces the number of Board meetings per year by 10 for a total of 31.

Should the Board choose Alternative B, Alternative C, or any other option that reduces the number of meetings per year from the current practice, the County Executive Office will work with the Board Chair and County staff to manage work flow and docketing into the condensed meeting schedule and if necessary, the Board may schedule additional regular or special meetings in 2011. Staff is sensitive to the need for continued accessibility to local government for all County residents. All meetings of the Board of Supervisors are telecast live on County of Santa Barbara TV Channel 20 and are streamed live on the internet at www.countyofsb.org. In addition, the video–teleconferencing system is available each week from either Santa Barbara or Santa Maria.

County of Santa Barbara Budget Hearings are conducted the second week of June. As such, in anticipation of Fiscal Year 2011-2012 Budget Hearings, the 2011 schedule does not include a regular hearing on Tuesday, June 14, 2011. FY 2011-12 Budget Hearings will be scheduled by separate Board Letter from the County Executive Officer in 2011.

Historically, the Board of Supervisors' calendar has experienced a slow period during the summer months that has resulted in the cancellation of regularly scheduled meetings and in extremely light agendas. The 2010 Board of Supervisors schedule of meetings included a three week break in the summer during the last three weeks of August. Similarly, the proposed 2011 schedule incorporates a three week summer break that includes August 16, 2011, August 23, 2011 and August 30, 2011 (Fifth Tuesday). 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. The proposed 2011 schedule does not include a meeting on Tuesday July 19, 2011 in anticipation of the Annual NACO Conference and does not include a meeting on Tuesday November 29, 2011 in anticipation of the CSAC Annual Meeting to be held from November 29 through December 2, 2011 in San Francisco. In addition, no meetings are scheduled for Tuesday November 24, 2009 (Thanksgiving holiday) or for December 20 and 27, 2011 (Winter Recess).

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.

Performance Measure:

NA

Fiscal and Facilities Impacts:

Budgeted: Select_Budgeted

Fiscal Analysis:

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

Narrative:

Staffing Impacts:

Legal Positions:

FTEs:

Special Instructions:

Direct the Clerk of the Board to notify all County Departments of the adopted 2011 Board of Supervisors' schedule of meeting dates and locations.

Attachments:

Attachment A – Current Practice, Four Meetings Per Month

Attachment B – Three Meetings Per Month – Elimination of Fourth Tuesday Meeting Each Month

Attachment C – Three Meetings Per Month – Elimination of Second Tuesday Meeting Each Month

Authored by:

Michael Allen, Chief Deputy Clerk of the Board

568-2245