



**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:** County Executive Office  
**Department No.:** 012  
**For Agenda Of:** July 11, 2023  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

**TO:** Board of Supervisors

**FROM:** Department Director(s) Mona Miyasato, County Executive Officer  
Contact Info: Brittany Odermann, Deputy CEO

DocuSigned by:  
*Mona Miyasato*  
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**SUBJECT: Amending the 2023 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

**Recommended Actions:**

That the Board of Supervisors:

Consider amending the 2023 Board of Supervisors' Schedule of Meeting Dates and Locations to change the meeting location of the Tuesday, July 18, 2023 meeting from Santa Maria to Santa Barbara; and change the meeting locations of the Tuesday, August 22, 2023, Tuesday, September 12, 2023, Tuesday, October 3, 2023, and the Tuesday, October 17, 2023 meetings from Santa Barbara to Santa Maria.

**Summary**

This item is to request the Board consider changing the meeting locations for Board of Supervisors' meetings to be held between July 18, 2023 through October 17, 2023 by amending the 2023 Schedule of Meeting Dates and Locations as outlined in Attachment A.

**Background:**

The amendments requested to the 2023 Board of Supervisors' Schedule of Meeting Dates and Locations are as follows:

- At the Chair's request the meeting location of the Tuesday, July 18, 2023 is changing from Santa Maria to Santa Barbara.
- Due to the closure of the Santa Barbara Hearing Room for AV upgrades beginning July 19, 2023 and estimated to end the week of October 30, 2023, the Santa Barbara Hearing Room will not be

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available for remote testimony. Therefore, the following meeting dates are changing from Santa Barbara to Santa Maria:

Tuesday, August 22, 2023 Santa Maria  
Tuesday, September 12, 2023 Santa Maria  
Tuesday, October 3, 2023 Santa Maria  
Tuesday, October 17, 2023 Santa Maria

The Santa Barbara County Board of Supervisors Audio-Visual (AV) Upgrades project includes upgrades to the three hearing rooms the County operates; two in Santa Barbara (Board of Supervisors and Planning Commission); and one at the Santa Maria Administration Building. In addition, production, master control, editing, and translation operations are being upgraded and relocated from the 4th floor control room in the Santa Barbara Administration building to a new space in the basement of the Santa Barbara Administration building. The construction work is being performed by Key Code Media, Inc. whose contract was approved on May 16, 2023.

Once the Santa Barbara Hearing Room is completed and operational, the Santa Maria Hearing Room will be closed for AV upgrades. This is anticipated to begin the week of November 6, 2023 and estimated to end the week of December 29, 2023. Staff will return with a future board letter proposing meeting location changes as needed to accommodate the Santa Maria upgrades.

Staff is recommending that the Board of Supervisors amend the 2023 Schedule of Meeting Dates and Locations as outlined in Attachment A.

**Special Instructions:**

Clerk of the Board to coordinate notification of amended schedule to the County Public Information Officer and County Departments upon approval.

**Attachments:**

Attachment A – Proposed 2023 Board of Supervisors’ Schedule of Meeting Dates and Locations.

**Authored by:**

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