



BOARD OF SUPERVISORS **Agenda Number:**
AGENDA LETTER

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: October 17, 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

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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:

Amend the 2023 Board of Supervisors' Schedule of Meeting Dates and Locations to change the meeting location of the Tuesday, November 7, 2023 meeting from Santa Barbara to Santa Maria; and change the meeting location of the Tuesday, December 12, 2023, meeting from Santa Maria to Santa Barbara.

Summary:

This item is to request a change to the meeting locations for Board of Supervisors' meetings scheduled for November 7 and December 12 due to delayed completion of the Santa Barbara Hearing Room Audio-Visual (AV) upgrades. Specifically, the delay requires that the November 7, 2023 meeting be held in Santa Maria and the December 12, 2023 meeting be held in Santa Barbara. The changes are shown on the amended 2023 Schedule of Meeting Dates and Locations as outlined in Attachment A.

Discussion

The Santa Barbara Hearing Room has been closed for audio-visual upgrades and related construction since July 19, 2023. The project is now estimated to be complete by November 17th, and therefore, the chambers will not be available for the November 7, 2023 Board meeting as originally anticipated. In addition, Board members and staff will need to complete training on use of the new AV equipment before a meeting can be held in Santa Barbara. Therefore, the following meeting date is changing from Santa Barbara to Santa Maria:

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Tuesday, November 7, 2023 **Santa Maria**

Once the Santa Barbara Hearing Room is completed and operational, construction for audio-visual upgrades will begin in the Santa Maria Hearing Room. This is anticipated to begin the week of December 4, 2023 and estimated to end the week of February 5, 2024. Therefore, the following meeting date is changing from Santa Maria to Santa Barbara:

Tuesday, December 12, 2023 **Santa Barbara**

Staff is recommending that the Board of Supervisors amend the 2023 Schedule of Meeting Dates and Locations as outlined in Attachment A. The 2024 Schedule of Meeting Dates and Locations is scheduled for approval by the Board on November 28, 2023 and will reflect closure of the Santa Maria Board Hearing Room for the months of January and February 2024.

Background

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.

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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