

**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: 11/24/03
Department Name: CAO/Clerk of the Board
Department No.: 012
Agenda Date: 12/2/03
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

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 2004

Recommendation(s):

That the Board of Supervisors: Consider adoption of the 2004 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 (11 annually at the Betteravia Government Center in Santa Maria). Board of Supervisors meetings are held in North County on the second Tuesday of each month. The first meeting of 2004 is scheduled for January 6, 2004 in Santa Barbara.

County of Santa Barbara budget hearings have been held the second week of June and the regular meeting of that week has been cancelled for the past several years. In anticipation of the Fiscal Year 2004-05 Budget Hearings, the 2004 schedule does not include a regular hearing on Tuesday June 8, 2004. FY 2004-05 budget hearings will be scheduled by separate Board Letter in 2004.

In previous years, the Board of Supervisors 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. The adopted 2003 Board of Supervisors Schedule of Meetings included a two week break in the summer, the fifth Tuesday in July and first Tuesday of August. The proposed 2004 schedule incorporates a two week summer break during the last two weeks of August; Tuesday, August 24, 2004 and the fifth Tuesday, August 31, 2004. 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:

2004 Board of Supervisors Proposed Schedule of Meetings

2004 Board of Supervisors Schedule of Meeting Dates and Locations
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Jan 1	Thur- New Years Day	Jul 6	Santa Barbara
Jan 6	Santa Barbara (1st Mtg.)	Jul 13	Santa Maria
Jan 13	Santa Maria	Jul 20	Santa Barbara
Jan 20	Santa Barbara	Jul 27	Santa Barbara
Jan 27	Santa Barbara		
Feb 3	Santa Barbara	Aug 3	Santa Barbara
Feb 10	Santa Maria	Aug 10	Santa Maria
Feb 17	Santa Barbara	Aug 17	Santa Barbara
Feb 24	Santa Barbara	Aug 24	No Meeting
		Aug 31	No Mtg.-5th Tues.
Mar 2	Santa Barbara	Sep 7	Santa Barbara
Mar 9	Santa Maria	Sep 14	Santa Maria
Mar 16	Santa Barbara	Sep 21	Santa Barbara
Mar 23	Santa Barbara	Sep 28	Santa Barbara
Mar 30	No Mtg.-5th Tues.		
Apr 6	Santa Barbara	Oct 5	Santa Barbara
Apr 13	Santa Maria	Oct 12	Santa Maria
Apr 20	Santa Barbara	Oct 19	Santa Barbara
Apr 27	Santa Barbara	Oct 26	Santa Barbara
May 4	Santa Barbara	Nov 2	Santa Barbara
May 11	Santa Maria	Nov 9	Santa Maria
May 18	Santa Barbara	Nov 16	Santa Barbara
May 25	Santa Barbara	Nov 23	Santa Barbara
		Nov 30	No Mtg.-5th Tues.
Jun 1	Santa Barbara	Dec 7	Santa Barbara
Jun 8	No Meeting - Budget	Dec 14	Santa Maria
Jun 15	Santa Barbara		(Last Mtg. Of 2003)
Jun 22	Santa Barbara		
Jun 29	No Mtg.-5th Tues.		Jan 4 First Meeting of 2005

Anticipated Early Docketing Deadlines
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Meeting Date

Nov. 23, 2004
Dec. 7, 2004

Docketing Deadline Date

Wed. Nov. 10, 2004 at 4:30 (Due to Veterans Day)
Wed. Nov. 24, 2004 at NOON (Due to Thanksgiving)

Jan. 4, 2005

Thurs., Dec. 16, 2004, at 12:00 noon (Christmas & New Year)