



**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: October 15, 2024
Placement: Administrative Agenda
Estimated Time: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s) Mona Miyasato, County Executive Officer
Contact Info: Jacquelyne Alexander, Chief Deputy Clerk of the Board

DocuSigned by:

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SUBJECT: 2025 Board of Supervisors Schedule of Meeting Dates and Locations

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

Adopt a resolution to approve the 2025 Board of Supervisors' schedule of meeting dates and locations.

Summary:

This item is on the Agenda to adopt a resolution establishing the 2025 Board of Supervisors schedule of meeting dates and locations. The schedule includes 31 regular meetings of the Board of Supervisors, Budget Workshops, Budget Hearings, and a summer and winter recess. The regular meetings of the Santa Barbara County Board of Supervisors are generally held on the first three Tuesdays of every calendar month at 9:00 A.M., with the exception of a Tuesday following a Monday holiday.

Discussion:

Chapter 2 of the Santa Barbara County Code, titled "Administration," Section 2-1, When and where regular Board of Supervisors meetings are held requires that the regular meetings of the Santa Barbara County Board of Supervisors shall generally be held on the first three Tuesdays of every calendar month at 9:00 A.M., with the exception of a Tuesday following a Monday holiday. Budget Workshops if held, and Budget Hearings, are considered regular meetings and the location and dates of the meetings shall be established, and amended, by resolution of the Board of Supervisors.

The Board of Supervisors may recess for a consecutive four-week period generally during the last two weeks in July through the first two weeks in August, although the Board may convene during that time, as needed. At the discretion of the Board of Supervisors, meetings can be added or cancelled throughout the year as necessary.

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The proposed schedule is attached within the resolution. Of note:

- Budget Workshops are scheduled for Monday, April 14, 2025, Wednesday, April 16, 2025 and Friday, April 18, 2025 in Santa Barbara.
- Budget Adoption Hearings on Tuesday June 17, 2025 and Wednesday, June 18, 2025, if needed, in Santa Barbara.
- Summer recess is planned from July 22, 2025 through August 12, 2025.
- Winter recess planned from December 23, 2025 through December 30, 2025. (The proposed recesses maintain three Board of Supervisors meetings in July 2025 and two Board of Supervisors meetings a month in August and December 2025).
- The proposed 2025 schedule does not include a meeting on Tuesday, April 22, 2025 in anticipation of the California State Association of Counties (CSAC) Legislative Conference, nor on Tuesday December 2, 2025 in anticipation of the California State Association of Counties (CSAC) Annual Conference.
- Lastly, the Board of Supervisors does not meet on holidays or on Tuesdays that follow a Monday holiday. Therefore, no meetings are scheduled for the following Tuesdays:
 - Tuesday, January 20, 2025 (Martin Luther King Jr. Holiday)
 - Tuesday, February 18, 2025 (Presidents' Day Holiday)
 - Tuesday, May 27, 2025 (Memorial Day Holiday)
 - Tuesday, September 2, 2025 (Labor Day Holiday)
 - Tuesday, November 11, 2025 (Veterans Day Holiday)
 - In addition, a meeting is not scheduled for Tuesday, November 25, 2025 due to the Thanksgiving Holiday.

The members of the Board of Supervisors are also ex officio members of the Boards of a number of Dependent Districts. Dependent Districts may hold hearings at any of the locations and dates identified in the resolution.

Background:

The Santa Barbara County Board of Supervisors currently provides in-person participation as well as virtual participation until further notice. Board members and the public may participate from the County Administration Building, Board Hearing Room, Fourth Floor, 105 East Anapamu Street in Santa Barbara or the Joseph Centeno Betteravia Government Administration Building, Board Hearing Room, 511 Lakeside Parkway, Santa Maria, unless otherwise noted on the posted Agenda.

The agenda for each regular meeting will be made available by 12:00 p.m. on the Thursday preceding the meeting. By this time, copies will be accessible to the news media and the public at the Clerk of the Board's office. Additionally, the agenda and related materials will be posted by Friday of each week preceding the meeting date on the County of Santa Barbara website:

<https://santabarbara.legistar.com/Calendar.aspx>.

Special meetings of the Board of Supervisors may be called pursuant to and in accordance with Section 54956 of the Government Code. The Clerk shall prepare the notice and call of any special meeting. The notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such special meeting. Emergency Meetings of the Board are conducted pursuant to Section 54956.5 of the Government Code.

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Special Instructions:

Direct the Clerk of the Board of Supervisors to notify all County Departments of the adopted 2025 Board of Supervisors' Schedule of Meeting Dates and Locations.

Attachments:

Attachment A: Resolution Approving the 2025 Board of Supervisors' Schedule of Meeting Dates and Locations

Attachment B: 2025 Board of Supervisors' Schedule of Meeting Dates and Locations

Authored by:

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