

RESOLUTION OF THE BOARD OF SUPERVISORS
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA

IN THE MATTER OF ESTABLISHING)
HOURS OF OPERATION FOR COUNTY)
OFFICES SUBJECT TO REGULATION BY) RESOLUTION NO. 21-50
THE BOARD OF SUPERVISORS)

WHEREAS, California state law requires that counties publish hours of operation of county offices subject to regulation by the Board of Supervisors either by ordinance or by resolution; and

WHEREAS, such hours of operation for Santa Barbara County are currently established by ordinance in the County Code and can only be changed by amending the current ordinance; and

WHEREAS, the Board of Supervisors desires to have greater flexibility in making future changes to hours of operation in response to changing needs of County management, the County workforce, and/or members of the public who use services provided by County offices subject to regulation by the Board of Supervisors; and

WHEREAS, establishing office hours by resolution rather than by ordinance provides that flexibility;

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED as follows:

This Resolution sets forth the hours of operation of county offices subject to regulation by the Board of Supervisors which are defined and established as follows:

Definitions.

For the purposes of this Resolution:

- (a) "Board" means the Santa Barbara County Board of Supervisors.
- (b) "Business day" means a day other than a Saturday, Sunday, or legal holiday.
- (c) "County" means the County of Santa Barbara.

Office hours—Generally.

- (a) Except as otherwise provided by this Resolution or other Board resolution or ordinance, all County offices subject to regulation by the Board shall be open to the public from 8:00 a.m. to 5:00 p.m. every business day.
- (b) A County office may be closed from noon to 1:00 p.m. on a business day if the department head determines that staffing limitations require the closure.

(c) Unless prohibited by law, County offices may be open to the public on a Saturday, Sunday, or holiday if the department head considers it necessary for the transaction of official business.

(d) The Board may temporarily reduce County office hours if the Board determines that the reduction would be in the County's best interests.

(e) The County Executive Officer, when acting as the Director of Emergency Services during a declared federal, state or local emergency, may order the temporary reduction of County office hours or closure of County offices.

Office hours—County Treasurer.

The offices of the County Treasurer shall be open to the public from 9:00 a.m. to 4:00 p.m. every business day.

Office hours—County Clerk-Recorder-Assessor-Registrar of Voters.

The offices of the County Clerk-Recorder-Assessor-Registrar of Voters shall be open to the public from 9:00 a.m. to 4:45 p.m. every business day, except that the offices of the Clerk- Recorder may close at 4:30 p.m.

Office hours—County Planning and Development Department.

The offices of the County Planning and Development Department shall be open to the public from 9:00 a.m. to 4:00 p.m. every business day.

Office hours—County Agricultural Commissioner/ Sealer of Weights and Measures.

The offices of the County Agricultural Commissioner/ Sealer of Weights and Measures shall be open to the public from 8:00 a.m. to 4:30 p.m. every business day.

Office hours—County Child Support Services Department.

The County Child Support Services Department offices in Santa Barbara and Santa Maria shall be open to the public from 7:00 a.m. to 5:00 p.m. every business day except Friday, and the office in Lompoc shall be open to the public by appointment.

Office hours—County Social Services Department.

The offices of the County Social Services Department shall be open to the public from 8:00 a.m. to 4:00 p.m. every business day, except that the America's Job Centers of California offices in Santa Barbara and Santa Maria shall be open from 8:00 a.m. to 5:00 p.m.

Office hours—County Public Works Department.

The offices of the County Public Works Department shall be open to the public from 8:00 a.m. to 5:00 p.m. every business day; in addition, Transfer Stations shall be open from 7:00 a.m. to 5:00 p.m. every Saturday except holidays.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Barbara, State of California, this 6th day of April 2021 by the following vote:

AYES: Supervisors Williams, Hart, Hartmann, Nelson and Lavagnino

NOES: NONE

ABSENT: NONE

ATTEST:

MONA MIYASATO
COUNTY EXECUTIVE OFFICER
CLERK OF THE BOARD

ACCEPTED AND AGREED:
COUNTY OF SANTA BARBARA

By: Sheila LaGuerra
Deputy

By: Bob Nelson
BOB NELSON, CHAIR
BOARD OF SUPERVISORS

APPROVED AS TO FORM:
MICHAEL C. GHIZZONI
COUNTY COUNSEL

By: Claire Hentig
Deputy