

File No. 191226

Committee Item No. _____

Board Item No. 58

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: _____

Date: _____

Board of Supervisors Meeting

Date: December 10, 2019

Cmte Board

- | | | |
|--------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Introduction Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER

<input type="checkbox"/>	<input type="checkbox"/>	_____
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Prepared by: Lisa Lew

Date: December 6, 2019

Prepared by: _____

Date: _____

1 [Board of Supervisors Regular Meeting Schedule - 2020]

2
3 **Motion establishing the 2020 Board of Supervisors Regular Meeting Schedule pursuant**
4 **to Board of Supervisors Rules of Order, Sections 4.2, and 4.2.1, by cancelling the**
5 **Regular Board meetings of January 21, February 18, May 26, and October 13, and**
6 **November 24; and all Regular Board and Committee meetings during the spring,**
7 **summer and winter breaks from March 30 through April 3, August 3 through**
8 **September 7, and December 16, 2020, through January 4, 2021; and further suspending**
9 **portions of Board Rule 4.2 to effectuate certain dates within the regular meeting**
10 **schedule to augment the flow of business.**

11
12 WHEREAS, The Board of Supervisors Rules of Order, Section 4.2, states the Board
13 shall hold a regular meeting in the Legislative Chamber in City Hall each Tuesday at 2:00
14 p.m., unless it is a holiday, in which case the meeting shall be cancelled; and

15 WHEREAS, The Rules of Order, Section 4.2.1, also states that during holiday periods,
16 the application of specific days of the week described in the rules shall be revised by the Clerk
17 of the Board as necessary for the efficient conduct of the legislative process; and

18 WHEREAS, The Rules of Order, Section 4.2, further states "the Board shall not meet
19 during the week after Thanksgiving, or between December 24 and December 31"; and

20 WHEREAS, Similar to other sitting legislative bodies in the United States, the Board
21 has established recess periods during the spring, summer and winter which Members of the
22 Board may plan to be away, without missing any Board or Committee meetings or other
23 important public business, and without causing difficulties in achieving a quorum; now,
24 therefore, be it

1 MOVED, Pursuant to Board Rules 4.2 and 4.2.1, the following Board meetings are
2 cancelled: January 21 (Martin Luther King Jr. Day); February 18 (President's Day); May 26
3 (Memorial Day); and October 13 (Indigenous Peoples Day and Italian American Heritage
4 Day); and November 24, 2020 (Thanksgiving); and, be it

5 FURTHER MOVED, That pursuant to the established tradition of spring, summer and
6 winter recess periods, the Regular Board and Committee meetings scheduled from March 30
7 through April 3, and August 3 through September 7, and December 16, 2020, through
8 January 4, 2021 are hereby cancelled; and, be it

9 FURTHER MOVED, To suspend the portion of Board Rule 4.2 which requires the
10 Board to cancel a Tuesday Board meeting after a Monday Holiday as it pertains solely to
11 September 8, to allow the Board to meet on Tuesday, September 8, 2020, and, be it

12 FURTHER MOVED, To suspend the portion of Board Rule 4.2 which requires the
13 Board to meet during the week of Thanksgiving and prohibits the Board from meeting the
14 week after Thanksgiving, cancelling the meeting of November 24 to observe the Thanksgiving
15 holiday during the week of Thanksgiving, and scheduling the Board to meet on December 1;
16 and, be it

17 FURTHER MOVED, Pursuant to Board Rule 4.3 the Board is constrained by certain
18 administrative, electoral, and legislative deadlines and may schedule Special Meetings when
19 necessary to conduct the City's business.

Print Form

Introduction Form

By a Member of the Board of Supervisors or Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor [] inquiries"
- 5. City Attorney Request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No. []
- 9. Reactivate File No. []
- 10. Topic submitted for Mayoral Appearance before the BOS on []

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.

Sponsor(s):

Clerk of the Board

Subject:

Board of Supervisors Regular Meeting Schedule - 2020

The text is listed:

Motion establishing the 2020 Board of Supervisors Regular Meeting Schedule pursuant to Board of Supervisors Rules of Order, Sections 4.2, and 4.2.1, by cancelling the Regular Board meetings of January 21, February 18, May 26, and October 13, and November 24; and all Regular Board and Committee meetings during the spring, summer and winter breaks from March 30 through April 3, August 3 through September 7, and December 16, 2020, through January 4, 2021; and further suspending portions of Board Rule 4.2 to effectuate certain dates within the regular meeting schedule to augment the flow of business.

Signature of Sponsoring Supervisor:

Olivia Gomez

For Clerk's Use Only

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