

File No. 151203

Committee Item No. _____

Board Item No. 66

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: _____

Date: _____

Board of Supervisors Meeting

Date: December 1, 2015

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER

<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
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Prepared by: John Carroll

Date: November 25, 2015

Prepared by: _____

Date: _____

1 [Board of Supervisors Regular Meeting Schedule - 2016]

2
3 **Motion establishing the 2016 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 Board**
5 **meetings of January 5, January 19, February 16, March 29, May 31, July 5, October 11,**
6 **and November 8 and 22; and all Board and Committee meetings during the summer**
7 **and winter breaks from August 3 through September 5, and December 16, 2016,**
8 **through December 31, 2016; and further suspending portions of Board Rule 4.2. to**
9 **effectuate certain dates within the regular meeting schedule to augment the flow of**
10 **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, also states the Board shall not meet
19 during the week after Thanksgiving, nor 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; and

1 WHEREAS, The Board is constrained by certain administrative, electoral and
2 legislative deadlines and may call a special meeting pursuant to Board Rule 4.3 at any time to
3 conduct the City's business; now, therefore, be it

4 MOVED, Pursuant to Board Rules 4.2, and 4.2.1 the following Board meetings, are
5 cancelled: January 5 (New Year's Day); January 19 (Martin Luther King Jr. Day); February 16
6 (President's Day); May 31 (Memorial Day); July 5 (4th of July); October 11 (Columbus Day);
7 November 8 (Veteran's Day); and, be it

8 FURTHER MOVED, To suspend the portion of Board Rule 4.2 which requires the
9 Board to meet after Thanksgiving, and cancelling the meeting of November 22 to observe the
10 Thanksgiving holiday during the week of Thanksgiving; and, be it

11 FURTHER MOVED, That pursuant to the established tradition of spring, summer and
12 winter recess periods, the Board and Committee meetings scheduled from March 28 through
13 April 1, and August 3 through September 5, and December 14, 2016, through December 31,
14 2016, are cancelled; and, be it

15 FURTHER MOVED, To suspend the portion of Board Rule 4.2 which requires the
16 Board to cancel a Tuesday Board meeting after a Monday Holiday as it pertains solely to
17 September 5; to allow the Board to meet on Tuesday September 6, 2015, and

18 FURTHER MOVED, To suspend the portion of Board Rule 4.2 which requires the
19 Board to meet after Thanksgiving; and cancelling the meeting of November 22 to observe the
20 Thanksgiving holiday during the week of Thanksgiving; and, be it

21 FURTHER MOVED, That pursuant to the Municipal Elections Code, Section 300 (b),
22 and 370 the Clerk of the Board is directed to include an August 2 Board Meeting to enable the
23 Board to submit or withdraw an Ordinance or Declaration of Policy to the Director of the
24 Department of Elections for the 2016 November Election; and, be it
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1 FURTHER MOVED, Pursuant to Board Rule 4.3 the Board may schedule Special
2 Meetings when necessary to conduct the City's business.

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Introduction Form

By a Member of the Board of Supervisors or the 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 [] inquires"
- 5. City Attorney request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. []
- 9. Reactivate File No. []
- 10. Question(s) 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 a Imperative Form.

Sponsor(s):

Clerk of the Board

Subject:

Board of Supervisors Regular Meeting Schedule - 2016

The text is listed below or attached:

Motion establishing the 2016 Board of Supervisors Regular Meeting Schedule pursuant to Board of Supervisors Rules of Order, Sections 4.2, and 4.2.1 by cancelling the Board meetings of January 5, January 19, February 16, May 31, July 5, October 11, and November 8 and 22; and all Board and Committee meetings during the summer and winter breaks from August 3 through September 5, and December 16, 2016, through December 31, 2016; 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: *Alisa Gomez*

For Clerk's Use Only:

