

File No. 181164

Committee Item No. _____

Board Item No. 33

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: _____

Date: _____

Board of Supervisors Meeting

Date: December 4, 2018

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"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER

<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
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<input type="checkbox"/>	<input type="checkbox"/>	_____

Prepared by: Brent Jalipa

Date: November 29, 2018

Prepared by: _____

Date: _____

1 [Board of Supervisors Regular Meeting Schedule - 2019]

2
3 **Motion establishing the 2019 Board of Supervisors Regular Meeting Schedule pursuant**
4 **to Board of Supervisors Rules of Order, Rules 4.2 and 4.2.1, by cancelling the Regular**
5 **Board meetings of January 1 and 22, February 19, May 28, July 2, October 15,**
6 **November 26, and December 3, 2019; and all Regular Board and Committee meetings**
7 **during the spring, summer and winter breaks from March 25 through March 29, July 31**
8 **through September 2, and December 18 through January 6, 2020; and further**
9 **suspending portions of Board Rule 4.2, to effectuate certain dates within the regular**
10 **meeting schedule to augment the flow of business.**

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

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

18 WHEREAS, The Board Rule 4.2 also states the Board shall not meet during the week
19 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; 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 1 (New Year's Day); January 22 (Martin Luther King Jr. Day); February 19
3 (President's Day); May 28 (Memorial Day); July 2 (4th of July); October 15 (Indigenous
4 Peoples Day and Italian American Heritage Day); and December 3, 2019 (Thanksgiving); and,
5 be it

6 FURTHER MOVED, That pursuant to the established tradition of spring, summer and
7 winter recess periods, the Board and Committee meetings scheduled from March 25 through
8 March 29, July 31 through September 2, and December 18, 2019 through January 6, 2020
9 are cancelled; and, be it

10 FURTHER MOVED, To suspend the portion of Board Rule 4.2 which requires the
11 Board to cancel a Tuesday Board meeting after a Monday Holiday as it pertains solely to
12 September 3, to allow the Board to meet on Tuesday, September 3, 2019, and, be it

13 FURTHER MOVED, To suspend the portion of Board Rule 4.2 which requires the
14 Board to cancel a Tuesday Board meeting after a Monday Holiday as it pertains solely to
15 November 12, to allow the Board to meet on November 12, 2019, and, be it

16 FURTHER MOVED, To suspend the portion of Board Rule 4.2 that requires the Board
17 to meet during the week of Thanksgiving, and cancelling the meeting of November 26, 2019;
18 and not meet during the week after Thanksgiving, to allow the Office of the Clerk of the Board
19 to host the California Clerk of the Board of Supervisors Association conference, which
20 simultaneously occurs with the California State Association of Counties Conference in San
21 Francisco, December 2, 2019, through December 6, 2019; and

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

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 - 2019

The text is listed:

Motion establishing the 2019 Board of Supervisors Regular Meeting Schedule pursuant to Board of Supervisors Rules of Order, Rules 4.2 and 4.2.1, by cancelling the Regular Board meetings of January 1 and 22, February 19, May 28, July 2, October 15, November 26, and December 3, 2019; and all Regular Board and Committee meetings during the spring, summer and winter breaks from March 25 through March 29, July 31 through September 2, and December 18 through January 6, 2020; 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 Romero

For Clerk's Use Only