



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 10/30/2018

Agenda Placement: 10D

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Minh Tran - County Executive Officer
County Executive Office

REPORT BY: Jose Luis Valdez, Admin Manager/Clerk of the Board - 707-253-4196 - 253-4196

SUBJECT: Approval of 2019 BOS meeting calendar

RECOMMENDATION

County Executive Officer and Clerk of the Board request acceptance of the 2019 Board of Supervisors meeting calendar.

EXECUTIVE SUMMARY

The Napa County Board of Supervisors Rules of Conduct of Business state, "Regular meetings of the Board of Supervisors shall begin at the time, date and place specified on the calendar adopted at or before the last meeting in December." The proposed calendar generally follows past practices of the Board of Supervisors.

The Board can adopt this calendar as presented, or make any revisions as appropriate.

PROCEDURAL REQUIREMENTS

1. Staff reports.
2. Public comments.
3. Motion, second, discussion and vote on the item.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

There is no Environmental Impact for this item.

BACKGROUND AND DISCUSSION

The Napa County Board of Supervisors Rules of Conduct (Bylaws) state, "Regular meetings of the Board of Supervisors shall begin at the time, date and place specified on the calendar adopted at or before the last meeting in December." The proposed calendar follows past practices of the Board of Supervisors. This year you will see on this draft calendar suggested tentative dates in light blue. These dates are for discussion to determine if they should be regular dates, held as tentative or no meetings.

This Calendar is based largely on the following:

- | Board meetings are usually not held during weeks where there is an official County holiday on Monday.
- | Budget hearings are typically held in June and involve a regular Board meeting day and the immediately preceding Monday. For 2019, June 10, 11, and 12, if needed, are proposed, with final budget adoption scheduled for June 18.
- | Special District budget and assessment hearings and budget adoptions are scheduled for May 7 and 14, 2019.
- | To avoid delays in critical personnel or contracting issues, generally, any meeting hiatus is not for more than 2 or 3 weeks.
- | Great Wine Capitals General Assembly is traditionally held the first week in November.
- | Board meetings are usually not held during the week of the annual California State Association of Counties (CSAC) conference, in this case is scheduled December 3-6, 2019.

The Board may adopt this calendar as presented or make revisions as appropriate.

SUPPORTING DOCUMENTS

A . 2019 BOS Tentative Meeting Calendar

CEO Recommendation: Approve

Reviewed By: Molly Rattigan