



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 11/12/2019

Agenda Placement: 10B

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 - 707-253-4196

SUBJECT: Approval of 2020 BOS meeting calendar

RECOMMENDATION

County Executive Officer and Clerk of the Board request direction and acceptance of the 2020 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." Staff is requesting direction regarding the proposed 2020 calendar.

PROCEDURAL REQUIREMENTS

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

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No

County Strategic Plan pillar addressed:

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."

Items to consider for the when considering the calendar include the following:

- | Budget hearings are held in June and involve a regular Board meeting day and the immediately preceding Monday. For 2020, June 15, 16, and 17, if needed, are proposed, with final budget adoption scheduled for June 23.
- | To ensure the continuity of County operations, any meeting hiatus should be for no more than 2 weeks.
- | Schedule around tentative dates for the National Association of Counties, California State Association of Counties, and Great Wine Capitals conferences.
- | Unless constrained by the above considerations, Board meetings are usually not held immediately following an official County holiday on Monday.

Today staff is requesting Board direction regarding the calendar for 2020.

SUPPORTING DOCUMENTS

A . 2020 Draft BOS Meeting Calendar as of 11072019

CEO Recommendation: Approve

Reviewed By: Helene Franchi