



SUMMARY REPORT

Agenda Date: 11/8/2022

To: Board of Supervisors

Department or Agency Name(s): Board of Supervisors

Staff Name and Phone Number: Marcie Woychik (707) 565-2241

Vote Requirement: Majority

Supervisorial District(s): Countywide

Title:

Board of Supervisors Approval of 2023 Calendar and Administrative Updates

Recommended Action:

- A) Approve the County of Sonoma Board of Supervisors calendar of meetings for the year 2023.
- B) Approve Updated Board of Supervisors Rules of Procedure.

Executive Summary:

The County Administrator has proposed the calendar of meetings for the year 2023. In addition, the County Administrator is recommending modifications to the Board Rules of Procedures pertaining to the placement of Resolutions on the Board of Supervisor's agenda.

Discussion:

The Board adopts a meeting calendar annually. Following calendar adoption departments will submit proposed significant items to come before the Board in 2023. The proposed 2023 Calendar of Board meetings includes 29 regular board meetings (excluding budget workshops and hearings), one special meeting, and 15 special closed session meetings. In comparison, the 2022 adopted calendar included 29 regular board meetings and 14 special closed session meetings (excluding budget workshops and hearings). The final list of significant items will be assigned meeting dates by the Clerk of the Board and added to the 2023 Calendar of Significant items, to be adopted at a later date. Each meeting date will be assigned no more than 80% of available estimated regular calendar hours to ensure capacity for unexpected and urgent items.

The Board Rules of Procedures are established to foster understanding and respect for the democratic process, facilitate compliance with applicable laws, encourage public participation, provide guidance on decorum, and enhance effective and efficient management of Board meetings. Routine review of the Board Rules of Procedures enables the Board to identify areas of improvement. The current update provides a proposed amendment to Rule 3 pertaining to the placement of Resolutions on the Board of Supervisor's agenda. Resolutions are formal expressions of opinion or intention on particular subjects that can be utilized for different purposes, such as commendations of individuals or organizations for their public service, for raising awareness of matters of public interest, or for expressing support of specific political or legislative issues. The current Rules of Procedures do not contain any guidelines for the use of Resolutions by the Board of Supervisors, or Board members individually, and the proposed amendment seeks to clarify when and how Resolutions may be placed on the Board of Supervisor's agenda to provide consistency and transparency for this process.

The proposed amendment to Rule 3 would clarify that Gold Resolutions may be presented for commendatory or ceremonial purposes following the consent calendar. Resolutions shall not be placed on the Board's agenda which express political or legislative opinions or intentions which are governed by the guiding principles of the Board's annually adopted legislative platform. Exceptions shall be made for policy positions where a majority of the Board makes a finding that such resolution is timely and related to legislation or programs which directly impact matters within the jurisdictional authority of the Board and that were not foreseen by the legislative platform. Individual Board Members can sign on to a political resolution in their own capacity as an individual Supervisor outside of a Board meeting.

This proposed amendment does not govern the use of Resolutions that are necessary part of other agenda items, such as Resolutions for budgetary purposes, the adoption of Ordinances, or other required Board actions.

Prior Board Actions:

11/16/2021 Adoption of the 2022 Board of Supervisors Meeting Calendar and Adoption of changes to the Board Rules of Procedures

11/17/2020 Adoption of the 2021 Board of Supervisors Meeting Calendar

4/14/2020 Adoption of changes to the Board Rules of Procedures

Narrative Explanation of Fiscal Impacts:

None

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

Attachment 1: 2023 Board of Supervisors Meeting Calendar

Attachment 2: Board Rules of Procedures - Tracked Changes

Attachment 3: Board Rules of Procedures - Changes Accepted

Related Items "On File" with the Clerk of the Board:

None