COUNTY DEPARTMENT AGENDA REQUEST

Department:	Commissioners	Presenter(s):	County Administrator Jack Krakeel
Meeting Date:	Wednesday, January 5, 2011	Type of Request:	Consent

Wording for the Agenda:

Approval of proposed Board of Commissioners Meeting Schedule for 2011.

Background/History/Details:

Each year the Board adopts the County Commission Meeting Schedule for the year.

Generally speaking, the Board of Commissioners meets in a Workshop format on the first Wednesday afternoon of each month at 3:30 p.m. and on the second and fourth Thursday evenings at 7 p.m. However, during November and December, this routine is typically altered because of the Holidays.

Establishing the annual meeting schedule enables staff and the public to plan accordingly. However, this schedule does not include budget hearings, special public hearings or other non-typical meetings that occur from time to time during the year. Also, from time to time, the Board may cancel one of the meetings on the approved schedule. When this happens, proper public notice is given by notifying the press, posting the Public Meeting Room door, and placing a notification on the County's website.

What action are you seeking from the Board of Commissioners?

Approval of the meeting schedule for 2011.

If this item requires funding, please describe:

Has this issue come before the Commissioners in the past?	Yes	If so, when?	Annually
Do you need audio-visual for the presentation?		Back-up Material Submitted?	Yes

STAFF USE ONLY

Approved by Finance	Yes	Reviewed by Legal	Yes
Approved by Purchasing	Yes	Approved by County Clerk	Yes
Administrator's Approval	Yes		

Staff Notes:

2011 TENTATIVE MEETING SCHEDULE

THIS SCHEDULE REFLECTS THE CURRENT MEETING FORMAT AS FOLLOWS:

1ST WEDNESDAY OF EACH MONTH AT 3:30 P.M.: Though open to the public, these "Workshop" meetings are in a less formal setting than the Board's evening meetings and are intended for matters of a somewhat routine nature, briefings by the County Administrator or department heads, discussions between staff and Commissioners and other "house-keeping" kinds of issues. Official action by the Board *can* be taken but generally is not. Public hearings never occur as a part of these sessions. Generally speaking, individuals or groups do not appear before the Board to be heard during these workshop meetings unless invited by the County Administrator, a Department Head or Commissioner. Agendas are prepared and published in advance. All sessions are attended by members of the Press.

2ND AND 4TH THURSDAY OF EACH MONTH AT 7 P.M.: Agendas for these meetings can include any subject but in particular, matters of interest to the general public such as public hearings on rezoning petitions, budget discussions, etc. Also, individuals or groups may schedule time to appear before the Commission during these meetings to discuss any matter of concern. Agendas are prepared and published in advance. All sessions are attended by members of the Press.

Canceled meetings, special called meetings and special topic workshops will be announced in accordance with requirements of State law.

DATE	TIME			DATE	TIME	
January 5 – W	3:30 pm			July 6 - W	3:30 pm	
January 13 - T	7 pm	.		July 14 - T	7 pm	
January 27 - T	7 pm			July 28 - T	7 pm	
February 2 - W	3:30 pm			August 3 - W	3:30 pm	
February 10 - T	7 pm			August 11 - T	7 pm	
February 24 - T	7 pm			August 25 - T	7 pm	
March 2 - W	3:30 pm			September 7 - W	3:30 pm	
March 10 - T	7 pm			September 8 - T	NO MTG.	
March 24 - T	7 pm			September 22 - T	7 pm	
April 6 – W	3:30 pm			October 5 - W	3:30 pm	
April 14 – T	7 pm			October 13	7 pm	
April 28 – T	7 pm			October 27 - T	7 pm	
May 4 – W	3:30 pm			November 2 - W	3:30 pm	
May 12 – T	7 pm			November 10 - T	7 pm	
May 26 – T	7 pm			November 24 - T	NO MTG.	Thanksgiving
June 1 – W	3:30 pm			December 7 - W	3:30 pm	
June 9 - T	7 pm			December 15 - T	7 pm	Altered Date
June 23 - T	7 pm			December 22 - T	NO MTG.	