COUNTY AGENDA REQUEST

Department:	Commissioners	Presenter(s):	Carol Chandler
Meeting Date:	Thursday, June 14, 2012	Type of Request:	Consent

Wording for the Agenda:

Approval of staff's recommendation that the July 5, 2012 County Commission Workshop Meeting be cancelled.

Background/History/Details:

In January each year the Board of Commissioners adopts its annual meeting schedule. Since July 4 falls on the first Wednesday of the month this year, the normal day for the Board's monthly Workshop, staff recommended that the Workshop be moved to the next day, July 5. The Board approved staff's recommendation at that time.

After more thought, realizing that many take time off work or travel with family during the week of July 4th each year, staff is now recommending that the Workshop for July simply be cancelled. That will relieve the public, the Board, and staff from worry that a meeting might be missed or not well-attended.

Departments will be advised that any issues they have pending for a Workshop can be scheduled for the July 12 or 26 meeting or the August 1 Workshop if not time sensitive.

What action are you seeking from the Board of Commissioners?

Approval of staff's recommendation that the July 5, 2012 County Commission Workshop Meeting be cancelled.

If this item requires funding, please describe:

N/A

Has this request been considered within the past two years?	No	If so, when?	
Is Audio-Visual Equipment Required for this Request?*	No	Backup Provided with Request?	Yes

**** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.***

Approved by Finance	Not Applicable	Reviewed by Legal	
Approved by Purchasing	Not Applicable	County Clerk's Approval	Yes
Administrator's Approval	Yes		

Staff Notes:

2012 COUNTY COMMISSION MEETING SCHEDULE

THIS SCHEDULE REFLECTS THE CURRENT MEETING FORMAT FOR MEETINGS AS FOLLOWS:

REGULAR MEETINGS ON THE 2ND AND 4TH THURSDAY OF EACH MONTH AT 7 P.M.*: Agendas for these "Regular" meetings can include any subject but in particular, matters of interest to the general public such as public hearings on rezoning petitions, budget discussions, and requests from County Departments that require action by the Board, etc. Thursday meetings include a time for "Public Comment" when attendees can speak to the Board for up to 5 minutes. Agendas are prepared and published in advance. All sessions are open to the public and are attended by members of the Press.

WORKSHOPS ON THE 1ST WEDNESDAY OF EACH MONTH AT 3:30 P.M.: "Workshop" meetings are less formal than the Board's evening meetings and are intended for matters of a somewhat routine nature such as briefings by the County Administrator or department heads, discussions between staff and Commissioners and other "house-keeping" kinds of issues. Except under unusual circumstances, official action by the Board is not usually taken at Workshop meetings. Public hearings never occur as a part of these sessions. Generally speaking, individuals or groups do not appear before the Board during Workshop meetings unless invited by the County Administrator, a Department Head or Commissioner. However, a member of the public can schedule time at a Workshop to talk with the Board about an issue he/she may hope to present publicly at a subsequent evening meeting. There is not a "Public Comment" time during Workshops. Agendas are prepared and published in advance. The format for Workshop agendas differs from those of Thursday evening meetings. All sessions are open to the public and are attended by members of the Press.

Cancelled meetings, special called meetings and special topic workshops are announced in accordance with requirements of State law. *PLEASE NOTE THAT DURING THE MONTHS OF NOVEMBER AND DECEMBER, THE TYPICAL MEETING DATES ARE OFTEN ALTERED TO ACCOMMODATE HOLIDAY SCHEDULES.

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