

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

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Resolution of the Tulare ) RESOLUTION  
County Board of Supervisors ) No. 2004-0313  
Adopting Revised Rules of )  
Procedure )

WHEREAS, the Tulare County Board of Supervisors Resolution No. 94-0357 established Rules of Procedure for the government of Board meetings, the preservation of order and the transaction of business as authorized by Government Code Section 25003; and

WHEREAS, the Tulare County Board of Supervisors desires to revise these Rules of Procedure; and

WHEREAS, these Rules of Procedure shall also apply to the proceedings of the Tulare County Board of Supervisors when sitting in another legislative capacity including but not limited to the Board of the Tulare County Flood Control District, the Tulare County Redevelopment Agency, the Terra Bella Sewer Maintenance District and any other independent agencies and authorities for which the Board of Supervisors is the governing Board. In addition, these Rules of Procedure may be utilized by other boards, commissions, authorities and districts of which the Board of Supervisors is the appointing authority;

NOW, THEREFORE, BE IT RESOLVED that Tulare County Board of Supervisors Resolution No. 94-0357 is hereby repealed and the Tulare County Board of Supervisors, by the adoption of this Resolution, adopts revised rules of procedure for the conduct of its meetings and business as follows:

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1 **A. TIME AND PLACE OF MEETINGS**

2 1. **Regular and Special Meetings.**

3 Both regular and special meetings of the Tulare County Board of Supervisors shall be as  
4 established by ordinance.

5 2. **Meetings to be Public.**

6 All regular, special, and emergency meetings shall be open to the public, except for such  
7 closed sessions which may be held in private, in accordance with the Ralph M. Brown Act,  
8 Government Code Section 54950 et seq. as amended from time to time (hereinafter referred to that  
9 the "Brown Act").

10 3. **Study Sessions.**

11 The Board shall have the right at any time to assemble in a special or adjourned regular  
12 meeting, so as to be appraised of the various matters coming up at its meetings and obtain such  
13 detailed information in regard thereto as will enable them to dispose of such matters more  
14 intelligently at its meetings. Study sessions may be placed on the agenda and held as part of a  
15 regular or special meeting or may be noticed for a different date, time and place by reference in the  
16 agenda of a regular meeting. All study sessions shall be open to the public.

17 4. **Closed Sessions.** The Board of Supervisors may hold closed sessions during any meeting  
18 provided the requirements pertaining to closed sessions set forth in the Brown Act are met. The  
19 Board shall cause to be reported to the extent required by the Brown Act any action taken in closed  
20 session.

21 5. **Teleconferencing.**

22 The Board shall have the right at any time to use teleconferencing for the benefit of the  
23 public and the Board in connection with any meeting. Teleconferencing is defined as a meeting of  
24 the Board wherein members of the Board are in different locations, connected by electronic means,  
25 through either audio or video, or both. Attendance of any meeting by telephone conference shall be  
26 consistent with the Brown Act or other applicable law.

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6. Contacts, Conferences, Seminars, or Programs which do not constitute a Meeting.

Certain activities do not constitute a meeting subject to the Brown Act. Such activities are not subject to these rules of procedures. These activities include the following:

- a. Individual (solitary) contacts or conversations between a Board member and any other person, including another Board member.
- b. Activities when attended by a majority of the Board members, provided that business of a specified or specific nature that is within the subject matter jurisdiction of the Board is not discussed among the Board themselves other than as part of the scheduled program, as follows:
  - i. A conference or similar gathering open to the public that involves a discussion of issues of general interest to the public or public agencies of the type represented;
  - ii. An open and publicized meeting organized by someone other than the County to address a topic of local concern;
  - iii. An open and noticed meeting of another body of the local agency; and
  - vi. An open and noticed meeting of a legislative body of another agency.
- c. Provided that Board members who are not members of the standing committee attend only as observers and do not participate in the proceedings by making statements, asking questions or discussing issues among themselves, an open and noticed meeting of a standing committee of the Board attended by a majority of Board members.
- d. Provided that the Board members do not discuss business of a specific nature under their jurisdiction among themselves other than as part of the scheduled program, attendance by a majority of Board members at a purely social or ceremonial occasion or function.
- e. Such other activities as may from time to time be identified by the Brown Act or other applicable law.

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1 7. Facilities for Meetings.

2 Except as otherwise provided by action of the Board when authorized by Government Code  
3 Section 54954 or other applicable law, all meetings and study sessions of the Board shall be held in  
4 the Supervisors' Chambers, County Administration Building, Visalia, California. Whenever the  
5 Board sets or causes to be set a matter for public hearing and it is anticipated that attendance will be  
6 substantially greater than the capacity of the Board Chamber or the issue is of specific interest to a  
7 particular geographical area within the County, the Board may direct that arrangements be made for  
8 the use of a suitable alternate facility within Tulare County for such meeting or for  
9 teleconferencing. If a suitable alternate facility is not available, the public hearing may be  
10 continued to a date and time when a suitable alternate facility will be available. All meetings shall  
11 be held within Tulare County, unless authorized to be held outside of Tulare County pursuant to  
12 Government Code Section 54954 or other applicable law. The Board shall not conduct any  
13 meetings or study sessions in any facility where admittance of any member of the public is  
14 restricted on the basis of a characteristic protected by law or when members of the public may not  
15 be present without making a payment or purchase.

16 8. Conduct of Public Hearings.

17 The Board in setting the time and place for public hearings may state the amount of time to  
18 be devoted to the public hearing. Anyone desiring to speak to the Board on the subject of the  
19 public hearing may submit a written request therefor in advance of the meeting, however, a written  
20 request is not required to speak at a public hearing. Persons submitting such requests will be heard  
21 as time permits in the order determined by the Board. In the conduct of the public hearing, the  
22 presiding officer may limit the amount of time any person may address the Board and may direct  
23 those making the presentations to avoid repetition in order to permit maximum information to be  
24 provided the Board within the time allotted to the presentations.

25 9. Continuance of Hearings.

26 Any hearing being held, or noticed, or ordered to be held may be continued one or more  
27 times to any subsequent meeting or meetings.

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1 10. Public Comment during Regular Meetings.

2 The Board shall accept public comment on any matter within its jurisdiction during its  
3 regular meetings at the time set on the agenda for public comment and on any specific item on its  
4 agenda at the time the Board takes up such matter in accordance with the Brown Act. The Board  
5 hereby adopts the following regulations for public comment at its regular meetings:

6 a. A period of time, herein called the "Public Comment Period", for the public to  
7 comment on matters within the jurisdiction of the Board shall be posted on each agenda of a regular  
8 meeting. A total of fifteen minutes shall be allotted for the Public Comment Period. During that  
9 period, comments will be received in accordance with the following:

10 i. In general, such public comment will be taken at 9:00 a.m. but this time may  
11 be changed at any regular meeting at the discretion of the presiding officer.

12 ii. Subject to the discretion of the presiding officer set forth herein, each  
13 member of the public shall have up to three (3) minutes to address the Board.  
14 The presiding officer may grant additional time or, if it appears that all  
15 members of the public desiring to comment cannot comment within the  
16 allotted times, the presiding officer may shorten the individual comment  
17 time or extend time allotted for the Public Comment Period.

18 iii. Only comments pertaining to matters within the jurisdiction of the Board of  
19 Supervisors or pertaining to items on the consent portion of the Board's  
20 agenda shall be allowed during the Public Comment Period. Comments on  
21 other items on the agenda will not be allowed at this time except with the  
22 permission of the presiding officer.

23 iv. Subject to the option of the presiding officer, members of the public shall  
24 generally be permitted to comment on a first come first served basis. In  
25 order to determine the order of comment, an optional sign-up sheet may be  
26 posted at the entrance to the Chambers. The options sign-up sheet shall  
27 clearly state that the signing, registering or completion of the sign-up sheet is

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voluntary and that all persons may attend the meeting regardless of whether a person signs in.

v. In addressing the Board, the members of the public shall follow the protocol set out in Section 19 below.

b. Public comment on specific items not on the consent portion of the agenda shall be permitted at the time the Board takes up such item for consideration unless the presiding officer gives permission for public comments on this item to be made during the Public Comment Period. Public comments on specific items not on the consent portion of the calendar will be received in accordance with the following:

i. Members of the public shall be permitted to comment in the order determined by presiding officer.

ii. Members of the public shall have up to three (3) minutes to address the Board unless additional time is granted by the presiding officer. If it appears that all members of the public desiring to comment cannot comment within the allotted times without disrupting the Board's agenda, the presiding officer shall have the option to shorten the individual comment time.

iii. In addressing the Board, members of the public shall follow the protocol set out in Section 19 below.

11. Public Comment during Special Meetings and Emergency meetings.

a. In accordance with the Brown Act, there will not be a separate Public Comment Period during special meetings and no comments on matters within the Board's jurisdiction unless the matter is listed as an item on the agenda will be allowed. Members of the public will be allowed to comment on specific items on the agenda in accordance with protocols set out in Section 10(b) above.

b. In accordance with the Brown Act, there will not be a separate Public Comment Period during emergency meetings and no comments on matters within the Board's jurisdiction or any items on the agenda will be allowed except at the sole discretion of the presiding officer.

**B. BOARD AGENDA**

12. Agenda Items.

Items will only be placed on the Board's agenda at the direction of the presiding officer or his alternate pursuant to a request by a Board member or County staff person. Except as otherwise allowed by law, no ordinance, resolution, or item shall be brought before the Board for action at a regular meeting without having prior thereto been placed upon a written agenda or agenda addendum furnished to each member of the Board and posted seventy-two hours prior to such regular meeting.

13. Preparation of Agenda.

Not later than seventy-two hours prior to any regular meeting, or at such earlier time as the presiding officer may, from time to time, specify, the County Administrative Officer/Clerk of the Board of Supervisors shall prepare and furnish to each member of the Board, the County Counsel, and to such other persons as the Board shall designate, a written agenda and, if necessary, agenda addendum for such regular meeting. Such agenda and any agenda addendum shall also be available to the press and the public prior to the meeting as provided by law.

14. Posting of Agenda.

Not later than seventy-two hours prior to any regular meeting, the agenda and any agenda addendum shall be posted at the public notice board on the outside of the County Administrative Office Building, 2800 West Burrel in Visalia, California. If the meeting includes any teleconferencing, the Agenda and any agenda item shall also be posted in accordance with Section 5 above and as provided by applicable law.

15. Off Agenda Items.

No action may be taken on any item not appearing on the posted agenda except as follows:  
a. Upon a determination by a majority vote of the Board that an emergency situation exists, as defined by Section 54956.5 of the Government Code.

b. Upon a determination by four-fifths vote of the Board, or, if less than the full Board is present, a unanimous vote of those members present, that there is a need to take immediate

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1 action and that the need to take action came to the attention of the governing board of the local  
2 agency subsequent to the agenda being posted.

3 c. The item had been previously posted as required for a meeting occurring not more  
4 than five (5) calendar days prior to the meeting and the item had been continued to this meeting.

5 d. Board referrals of items to staff for investigation and report to the Board are not  
6 deemed to be action by the Board which requires placement on the agenda; nor shall a direction to  
7 staff to place a matter of business on a future agenda.

8 **C. CONDUCT OF MEETINGS**

9 16. Consent Calendar.

10 The County Administrative Officer/Clerk of the Board of Supervisors may place items on a  
11 consent calendar on the agenda for action by the Board. The consent calendar shall consist of those  
12 matters appearing to the County Administrative Officer/Clerk of the Board of Supervisors to be of  
13 a routine nature, including but not limited to second readings of ordinances which were  
14 unanimously passed upon first reading. Upon the motion of any member of the Board, all items  
15 placed upon the consent calendar may be acted upon together, and each shall be deemed to have  
16 received recommended action, except that if any member of the Board requests that a particular  
17 item be removed from the consent calendar, such item shall be heard and acted upon on the regular  
18 agenda. A Supervisor who must abstain from voting on a particular consent calendar item may  
19 vote on the consent calendar as a whole after identifying the particular item and announcing the  
20 reason for abstention, except that said vote will not apply to the consent calendar item to which  
21 abstention has been announced and applies.

22 17. Order of Business.

23 At each meeting, the business of the Board shall be taken up for consideration and  
24 disposition as set forth in the agenda, unless the order is changed by the presiding officer.

25 18. Call to Order - Presiding Officer.

26 The chairman, or in the absence of the chairman, the vice-chairman shall take the chair at  
27 the hour appointed for the meeting, and shall call the Board to order. Upon arrival of the chairman,  
28 the vice-chairman shall immediately relinquish the chair at the conclusion of the business



1 immediately before the Board. In the absence of the chairman or vice-chairman, the most senior  
2 member of the Board present shall be deemed the temporary chairman and shall call the Board to  
3 order. Upon the arrival of the chairman or vice-chairman, the temporary chairman shall  
4 immediately relinquish the chair at the conclusion of the business immediately before the Board.  
5 The person holding the chair in accordance with this rule is deemed the presiding officer.

6 19. Manner of Addressing Board - Time Limit.

7 a. Protocol: Each person addressing the Board shall stand at the podium and give  
8 his/her name and address in an audible tone of voice for the record. As set out above, the presiding  
9 officer may limit the time of any person addressing the Board. All remarks shall be addressed to  
10 the Board as a body and not to any member thereof. No person, other than the Board, County  
11 Administrative Officer, County Counsel and the person having the floor, shall be permitted to enter  
12 into any discussion, either directly or through a member of the Board, without the permission of the  
13 presiding officer. No question shall be asked of a Supervisor or member of the staff except through  
14 the presiding officer.

15 b. Protocol for Groups of Persons. Whenever any group of persons wishes to address  
16 the Board on the same subject matter, it shall be proper for the presiding officer to request that a  
17 spokesperson be chosen by the group to address the Board and in case additional data or argument  
18 is to be presented at the time by another member of said group, to limit the number of persons so  
19 addressing the Board and the scope of their remarks so as to avoid unnecessary repetition.

20 20. Decorum.

21 a. By Supervisors: While the Board is in session, the members must preserve order  
22 and decorum, and a Supervisor shall not, by conversation or otherwise, delay or interrupt the  
23 proceedings or the peace of the board nor disturb any member, nor refuse to obey the orders of the  
24 Board, or the presiding officer, except as otherwise herein provided.

25 b. By Other Persons: No member of the public shall approach the Board while the  
26 Board is in session, unless specifically allowed to do so by the presiding officer. Any message to or  
27 contact with, any member of the Board while the Board is in session shall be through the clerk or  
28 presiding officer. Unruly conduct, such as undue noise, hissing, profanity, insults, derogatory

1 racial, sexual, ethnic and similar slurs or physical disturbance shall not be permitted. Any person  
2 making such personal, impertinent, or slanderous remarks or who becomes boisterous while  
3 addressing the Board may be forthwith barred by the presiding officer from further audience before  
4 the Board at the meeting, unless permission to continue is granted by a majority vote of the Board.  
5 However, public criticism of the Board or its policies, procedures, programs, services or of the acts  
6 or omissions of the Board or County officers and employees shall be allowed.

7 c. Communication Devices. The ring or other audible notice features on private  
8 electronic communication devices shall be turned off in the Board's Chambers or meeting location  
9 rooms while the Board is in session. Use of such devices audible to the Board, County personnel  
10 or other members of the public in the Board's Chambers or meeting location rooms while the  
11 Board is in session is prohibited and the presiding officer may order the user removed.

12 d. Recording or Broadcasting: Any person attending shall have the right to record or  
13 broadcast any meeting, with the exception of closed sessions, with an audio or video tape recorder,  
14 a still or motion picture camera, or other recording or broadcasting devices. However, recording or  
15 broadcasting of the public proceedings may be prohibited if the Board makes a reasonable finding  
16 that the recording or broadcasting cannot continue without noise, illumination, or obstruction of  
17 view that would constitute a persistent disruption of the proceedings. To this end, the presiding  
18 officer, Clerk of the Board or the Board as a whole may direct such recording or broadcasting  
19 activity to be done in such a way or the equipment be so positioned in the meeting facilities that the  
20 impacts of such activity are minimized so as not to constitute persistent disruption of the  
21 proceedings

22 21. Enforcement of Decorum.

23 All law enforcement officers shall be sergeants-at-arms of the Board meetings. Such  
24 person, or persons, shall carry out all orders and instructions given by the presiding officer for the  
25 purpose of maintaining order and decorum at the Board meetings. Upon instructions of the  
26 presiding officer, it shall be the duty of the sergeants-at-arms to remove and/or place any person  
27 who violates the order and decorum of the meeting under arrest, and may cause them to be  
28 prosecuted under provisions of applicable law.

1 22. Interruption of meeting - Continuation.

2 In the event that any meeting is willfully interrupted by a person, or group or groups of  
3 persons, so as to render the orderly conduct of such meeting unfeasible, and order cannot be  
4 restored by removal of individuals who are interrupting the meeting, the members of the Board may  
5 order the meeting room cleared and continue in session. Only matters appearing on the agenda may  
6 be considered in such a session. Duly accredited representatives of the press and other news media,  
7 except those participating in the disturbance, shall be allowed to attend any such session. As a  
8 matter of public policy, it is in the public interest to allow duly accredited representatives of the  
9 press or other news media who were not involved in the disruption to attend the sessions from  
10 which members of the general public have been excluded by reason of a willful disturbance. The  
11 Board may direct the sergeant-at-arms to readmit any individual, or individuals, who in their  
12 judgement were not responsible for interrupting the orderly conduct of the meeting.

13 **D. DUTIES AND PRIVILEGES OF BOARD MEMBERS**

14 23. Annual Reorganization.

15 At the first meeting of each calendar year, the Board shall select one of its members as  
16 chairman for the year and shall select a vice-chairman.

17 24. Seating Arrangement.

18 The Board members shall select their respective seats in the order of their relative seniority  
19 in office and shall occupy seats so selected until the next regular reorganization of the Board;  
20 provided, however, that any two Supervisors may exchange seats at any time by mutual consent.

21 25. Rules of Debate.

22 a. The presiding officer may debate, vote and make or second a motion while acting as  
23 presiding officer. The presiding officer shall not be deprived of any of the rights and privileges of a  
24 Supervisor by reason of acting as the presiding officer.

25 b. Obtaining the Floor - Improper References to be Avoided: Every Supervisor  
26 desiring to speak shall address the chair, and upon recognition by the presiding officer shall confine  
27 themselves to the question under debate, avoiding all indecorous language as described above.

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1 c. Interruptions. Supervisors, once recognized, shall not be interrupted when speaking  
2 unless it is to call them to order. A Supervisor called to order while speaking shall cease speaking  
3 until the question or order can be determined.

4 d. Restriction of Discussion. Except for purposes of inquiry, a brief response to an  
5 inquiry or statement made by a member of the public or furnishing information to the Board,  
6 Supervisors shall speak only to a subject which is a part of a duly introduced motion, resolution or  
7 ordinance and when recognized by the presiding officer.

8 26. Voting.

9 a. Quorum. A quorum shall be three or more Supervisors except as provided  
10 otherwise by state law, but fewer supervisors may adjourn a meeting.

11 b. Abstention. It shall be the duty of each Supervisor present at a meeting of the Board  
12 to cast a vote "aye" or "nay," unless excused from voting because:

- 13 1. Of a personal or pecuniary interest in the matter under  
14 consideration; or
- 15 2. The law otherwise declared participation to be a  
16 conflict of interest; or
- 17 3. They are disqualified by reason of absence from the  
18 hearing of a matter the decision on which under the  
19 law must be based upon findings supported by  
20 testimony and/or other evidence introduced in the  
21 proceeding.

22 If a Supervisor is excused from voting the abstention shall not be counted as either an "aye"  
23 or "nay" vote.

24 Nothing herein is intended to abrogate the judicially declared "rule of necessity." adopted in  
25 the State of California, pertaining to the duty of members of public legislative and administrative  
26 bodies to vote on matters which require their action.

27 c. Vote. Except as otherwise provided by state law, the concurring vote by the  
28 majority of the members of the Board, as required by Government Code section 25005, will be

1 necessary to adopt any ordinance, resolution or motion or transact any business and a concurring  
2 vote by four members of the Board, as required by Government Code section 29120 et seq., will  
3 necessary to adopt or change any budget allocation or reallocation.

4 d. Vote Held Open. In instances of proclamations and commendatory resolutions, the  
5 Clerk of the Board may, upon the direction of the Board members present hold open the vote on the  
6 issue, to allow an absent Board member to approve such proclamation or commendatory resolution.

7 27. Appointments to Boards and Commissions.

8 Authority for appointments to boards, authorities, committees and commissions shall reside  
9 in the sole discretion of the Board as a whole except where otherwise provided by statute,  
10 ordinance or the provisions of a joint powers agreement. When an appointment relates to a board,  
11 authority, committee or commission whose jurisdiction is less than county-wide, then the  
12 Supervisors who encompass said jurisdiction may recommend an appointment to the remainder of  
13 the Board.

14 **E. BOARD PROCEDURES**

15 28. Precedence of Motions.

16 When a question is before the Board, no motion shall be entertained except:

- 17 a. To adjourn;
- 18 b. To lay on the table;
- 19 c. For the previous question;
- 20 d. To postpone to a certain day;
- 21 e. To refer;
- 22 f. To amend;
- 23 g. To substitute;
- 24 h. To postpone indefinitely.

25 These motions shall have the precedence in descending order indicated. Any such motion,  
26 except a motion to adjourn, amend or substitute, shall be put to a vote without debate.

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- 1 29. Motions and Resolutions to be Stated by Chair.  
2 When a motion or resolution is made and seconded, it shall be stated by the chair before  
3 debate and voting.
- 4 30. Withdrawal of Motions.  
5 A motion may not be withdrawn by the mover without consent of the second.
- 6 31. Motions Out of Order.  
7 The Board, by majority vote, may permit a member to introduce an ordinance, resolution or  
8 motion out of the regular order of the agenda.
- 9 32. Motion to Adjourn - When Not in Order - When Debatable.  
10 A motion to adjourn shall be in order at any time, except as follows:  
11 a. When repeated without intervening business or discussion;  
12 b. When made as an interruption of a member speaking;  
13 c. When the previous question has been ordered;  
14 d. While a vote is being taken, a motion to adjourn is debatable only as to the time to  
15 which the meeting is to be adjourned.
- 16 33. Motion to Lay on Table.  
17 A motion to lay on the table shall preclude all amendments or debate of the subject under  
18 consideration. If the motion prevails, consideration of the subject may be resumed only upon  
19 motion of a member voting with the majority.
- 20 34. Division of a Question.  
21 If a question put before the Board with a second contains two or more separable  
22 propositions, the presiding officer may, and upon request of a Supervisor shall, divide the question.
- 23 35. Motion to Amend.  
24 When a motion to amend a question gets a second, the presiding officer shall first cause the  
25 question to be read as it stands and then as it would stand if so amended.
- 26 36. Motion to Amend an Amendment.  
27 When a motion to amend an amendment has been seconded, a motion to amend the same  
28 amendment further shall not be in order.

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37. Motion to Postpone.

A motion to postpone, except one to postpone indefinitely, may be amended as to time. If a motion to postpone indefinitely carries, the main motion is lost.

38. Reconsideration.

Once a vote has been taken the matter is final. Motions to reconsider are not provided for in these rules.

39. Procedure in Absence of Rule - Suspension of Rules.

In the absence of a rule to govern a point of procedure, a majority of the members of the Board may agree to a temporary rule to govern the point of procedure. Except as otherwise provided by law, these rules or any one thereof may be suspended at any time for any specified period of time by majority order of the Board or may be changed or eliminated until further notice by amendment to this resolution.

The FOREGOING RESOLUTION was adopted upon motion of Supervisor Conway , seconded by Supervisor Worthley , at a regular meeting of the Board of Supervisors held on April 27, 2004 by the following vote:

AYES: Supervisors Sanders, Conway, Moheno, Worthley and Maples

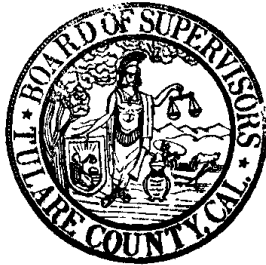
NOES: None

ABSTAIN: None

ABSENT: None

County Counsel  
CAO  
Clerk  
Auditor

DAY  
4/27/04



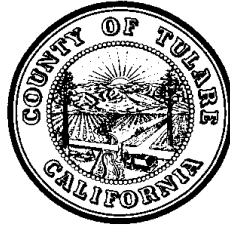
ATTEST: C. BRIAN HADDIX  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK BOARD OF SUPERVISORS

By: *Debra A. Ybarra*  
Deputy

JJR/4/13/04/101607.wpd

# TULARE COUNTY COUNSEL

**County Counsel**  
Kathleen Bales-Lange  
**Chief Deputies**  
Gary S. de Malignon  
Julia J. Roberts  
Ronald E. Rezac  
John A. Rozum  
**Legal Office Manager**  
Tammy Wightman



## Attorneys

Harold W. Wood, Jr. Deanne H. Peterson  
Teresa M. Saucedo Julia C. Langley  
James G. Line Michael C. Spata  
Carol L. Laird Linda Kinne-Johnson  
Marsha P. Perkes Bryan C. Walters  
Judith D. Chapman Amy-Marie Costa  
Crystal E. Sullivan Clinton O. Sims, II  
Kathleen A. Taylor John T. Auyong

- 
- 2900 W. Burrel, County Civic Center, Visalia, CA 93291 Telephone: (559) 733-6263 Fax: (559) 737-4319  
 11200 Avenue 368 Room 102, Juvenile Facility, Visalia, CA 93291 Telephone: (559) 713-3230 Fax: (559) 713-3240
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## AGENDA ITEM

**AGENDA DATE:** April 27, 2004 **ITEM NO.**  
**SUBMITTED BY:** Kathleen Bales-Lange **DATE:** April 14, 2004  
County Counsel

**SUBJECT:** Adoption of revised Rules of Procedure

**REQUESTS:** That the Board of Supervisors adopt revised Rules of Procedure by resolution.

**SUMMARY:** Government Code section 25003 provides that the Tulare County Board of Supervisors may establish Rules of Procedure for the government of the Board, the preservation of order and the transaction of business at Board meetings.

The Board last adopted Rules of Procedure in 1994 by Resolution No. 94-0357. We recommend that the Board of Supervisors approve the attached proposed resolution adopting revised Rules of Procedure to implement the current provisions of the Ralph M. Brown Act and other state law.

**FINANCING:** N/A

**ALTERNATIVES:** The Board may decline to act and continue to operate under Tulare County Board of Supervisors Resolution No. 94-0357.

**INVOLVEMENT OF OTHER DEPARTMENTS OR AGENCIES:** This proposed resolution and agenda item were prepared at the request of the Office of the Clerk of the Board of Supervisors.

**SIGNATURE REQUIREMENTS:** Attestation by the Clerk of the Board of Supervisors

KATHLEEN BALES-LANGE

By   
Julia J. Roberts, Chief Deputy

For further information, please contact: Chief Deputy County Counsel Julia J. Roberts