



Policy Type: Board

Category: Board Operations

Policy Name: Distribution of Agenda Packets to the Public - Board Policy 3.4

[← Previous Policy Manual Section](#)

[Next Policy Manual Section →](#)

3.4 DISTRIBUTION OF AGENDA PACKETS TO THE PUBLIC (Adopted 6-13-95; Amended 1-27-15)

- (A) The Clerk of the Board of Supervisors shall prepare agenda packet materials (agenda packet) to be considered during regularly scheduled sessions of the Board of Supervisors meetings. The agenda packet shall be made electronically accessible by the public. The most current agenda packet shall be electronically accessible by posting it to the County website, by no later than noon Thursday preceding the regularly scheduled meeting of the Board of Supervisors.
- (B) The Clerk of the Board of Supervisors shall prepare up to fifteen packets for distribution to the Supervisors of the Board, Principal Aides to the Supervisors, the County Executive Office, and County Counsel if requested.

Related Policies

None.

Related Forms and Information

None.



County of Santa Clara

Policy Name: Distribution of Agenda Packets to the Public - Board Policy 3.4

Page 2 of 2

History

Date	Changes Made
1/27/2015	Policy Amended. View legislative file.
1/23/2014	Policy Uploaded. (John Myers)
6/13/1995	Policy Adopted.