



COUNTY OF EL DORADO, CALIFORNIA

BOARD OF SUPERVISORS POLICY

Subject: PROCLAMATION POLICY	Policy Number: A-16	Page Number: 1 of 2
	Originally Adopted: 11/07/2023	Last Revised Date: 11/07/2023

I. PURPOSE

The purpose of this policy is to provide a uniform administrative policy related to the issuance of proclamations by the Board of Supervisors.

II. POLICY

Proclamations may only be issued by the Board for the following purposes:

- A. To recognize the following holidays or specific months, weeks, or days that hold local, statewide, or national significance:
 1. Bill of Rights Day
 2. Deputy Brian "Ish" Ishmael Day
 3. El Dorado County Fair Week
 4. Lest We Forget Day (9/11 Remembrance)
 5. Memorial Day
 6. Veterans Day
- B. To educate or inform the people of El Dorado County about County programs, services, or matters related thereto; or
- C. To recognize extraordinary individuals who have made significant contributions or sacrifices to El Dorado County.

Proclamations are strictly ceremonial or informational and do not carry any legislative or legal significance. Proclamations that primarily address religious matters are not permitted as such matters are beyond the jurisdiction of the Board of Supervisors. Any perpetual proclamations approved by the Board prior to this policy being adopted and that do not meet the criteria listed above shall be deemed discontinued as of the adoption date of this policy.

III. PROCEDURE

- A. The proclamations listed in Section II.A. may be brought individually each year by the Chair.
- B. Proclamations that meet criteria in Section II.B. or II.C. may only be brought to the Board for consideration if sponsored by two Board Members. These proclamations may be requested by individual Board Members or County departments only through the sponsorship of two Board Members.
- C. At the discretion of the Chair, the list of proclamations in Section II.A. may be amended at the beginning of the calendar year with a majority vote of the Board.



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D. Proclamations shall be placed on the Consent Calendar, with exception to the proclamations listed in Section II.A. which shall be placed on the agenda as a Department Matter and read by the Chair.

IV. RESPONSIBLE DEPARTMENT(S)

Chief Administrative Office

V. DATES (ADOPTED, REVISED, NEXT REVIEW)

Originally Adopted:	11/07/2023		
Last Revision:	11/07/2023	Next Review:	11/07/2027