

RESOLUTION NO. 20-131

**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF VENTURA FIXING DAYS AND HOURS OF OPERATION**

**WHEREAS**, Government Code section 24260 provides that in all counties, county officers shall keep their offices open for the transaction of business during such hours and such days as are fixed by their board of supervisors by ordinance or resolution; and

**WHEREAS**, Division 1, Chapter 6, Article 1, Section 1611 of the Ventura County Ordinance provides that County of Ventura offices shall be open to the public for the transaction of business during those hours specified by resolution of the Board of Supervisors; and

**WHEREAS**, the Board of Supervisors has entered numerous memorandums of agreement with employee organizations granting paid leave for specified holidays to employees represented by the employee organizations; and

**WHEREAS**, the Board of Supervisors has adopted a Management, Confidential Clerical and Other Unrepresented Employees Resolution granting paid leave for specified holidays to employees covered by that resolution;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. County of Ventura offices shall be closed for the transaction of business on all Saturdays and Sundays, and the following holidays:
  - a) New Year's Day, January 1;
  - b) Martin Luther King Day, the third Monday in January;
  - c) President's Day, the third Monday in February;
  - d) Memorial Day, the last Monday in May;
  - e) Independence Day, July 4;
  - f) Labor Day, the first Monday in September;
  - g) Veterans Day, November 11;
  - h) Thanksgiving Day, the fourth Thursday in November;
  - i) Day After Thanksgiving;
  - j) Christmas Day, December 25; and
  - k) Every day appointed by the President of the United States or Governor of the State for public fast, Thanksgiving or holiday, when specifically authorized by the Board of Supervisors.
2. If a holiday listed above falls on a Saturday, County offices shall be closed for the transaction of business on the preceding Friday in lieu of the day observed. If a holiday listed above falls on a Sunday, County offices shall

be closed for the transaction of business on the following Monday in lieu of the day observed.

3. Nothing in this Resolution shall be construed to mean that County offices essential to the public health, welfare and safety will not be operating as necessary during the holidays listed above, although such offices will not be open to the general public on such days.

Upon motion of Supervisor Zaragoza, seconded by Supervisor Parks, and duly carried, the Board hereby adopts the following resolution on the 17 day of November, 2020.

  
Chair, Board of Supervisors  
County of Ventura

ATTEST:

Michael B. Powers,  
Clerk of the Board of Supervisors  
County of Ventura, State of California.

By: Lou Key  
Deputy Clerk of the Board

