

2026-2027  
**San Mateo County Board of Supervisors**  
Agenda Builder



**COUNTY** OF  
**SAN MATEO**

# San Mateo County Board of Supervisors

## Agenda Builder Overview

### **What**

- A forward-looking planner for Board of Supervisors meetings.
- Shows when major agenda items are anticipated.
- Paces policy discussions with required agenda items.

### **Why**

- Board agendas are frequently impacted.
- No calendar exists for communicating expected agenda items.
- Balances recurring required items with urgent issues.

### **How**

- Provides overview of known and recurring agenda items.
- Gives supervisors a streamlined way to request study sessions.
- Helps prioritize urgent issues.
- Reduces overcrowded agendas and last-minute scheduling.
- Serves as a planning tool for future years once adopted.

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Dept	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
CEO		Legislative Update	Measure K Budget	Legislative Update		Budget Hearing		Legislative Update	Adopted Budget (last mtg in Sept)	Legislative Update  Department Performance Presentations	Department Performance Presentations	Department Performance Presentations (1st week)
BOS	Board Reorg		Board Retreat				Board Recess					
OAC		Quarterly Poetry Reading		Quarterly Poetry Reading					Quarterly Poetry Reading			Quarterly Poetry Reading
CAO					Charter Review							
Ag Weights												
Sheriff			<a href="#">ICE Detainer Request Report</a>			<a href="#">ICE Detainer Request Report</a>			<a href="#">ICE Detainer Request Report</a>			<a href="#">ICE Detainer Request Report</a>
Planning & Building			Housing Element Implementation Update						Housing Element Implementation Update			
HR		Service Awards 2/24		Service Awards 4/7	Service Awards 5/19			Service Awards 8/25		Service Awards 10/6	Service Awards 11/3	Service Awards 12/8

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Study Session/Agenda Item Request	Requesting District/Dept	Date of Request
Probation/Juvenile Hall	D1	12/2025
E-Bikes	D1	11/2025
VLF	D2	/2026
Measure K	D2, D4	2/17/2026

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# San Mateo County Board of Supervisors 2026 Agenda Builder

## Glossary

**Board Retreat:** Board retreats provide the Board of Supervisors with dedicated time to step back from regular meetings to engage in strategic planning, set policy priorities, strengthen governance and collaboration, and align on long-term goals for the county.

**Budget Hearings:** Budget hearing meetings provide the Board of Supervisors with a public forum to review, discuss, and evaluate the proposed county budget, ensure alignment with community priorities and legal requirements, and allow for public input before adopting the final budget.

**Quarterly Legislative Priorities Update:** Legislative Priorities updates keep the Board of Supervisors informed on the status of adopted legislative priorities, emerging policy issues, and advocacy efforts, enabling timely guidance, alignment, and informed decision-making.

**Quarterly Poetry Reading:** Quarterly Poetry Readings provide a platform for community members and artists to share creative expression, celebrate local culture, and foster community engagement within the Board of Supervisors' meetings

# San Mateo County Board of Supervisors

## Agenda Builder Process

1. Any Supervisor can request a study session in a Board Meeting and follow up with an email to the CEO and Board President with:
  - Subject
  - Requesting district
  - Presenters
  - Length
  - Requested schedule date
2. President and CEO review and approve when to schedule
3. Approval sent to clerk and assistant clerk to update Agenda Builder on public site
4. Email sent to requesting supervisor with date scheduled