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The Board of Supervisors adopts the following procedures which shall be followed for supplementary agenda information:

- A. Items that require backup information shall have the accompanying information supplied at the time of submission.

 - B. Except for items presented to the Board pursuant to Section 2.04.01(D) and Section 2.04.05, any department head who wishes to appear before the Board on Tuesday must be scheduled to do so on the agenda. To avoid any delays in agenda item approvals, department heads or their representatives should be present when their items are being considered by the Board of Supervisors.
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