

Meeting Date: 11/15/16 (31)

ORDINANCE NO. 10447 (N.S.)
AN ORDINANCE AMENDING THE SAN DIEGO COUNTY CODE
OF ADMINISTRATIVE ORDINANCES ARTICLE XXVII RELATING
TO BOARD OF SUPERVISORS

The Board of Supervisors of the County of San Diego ordains as follows:

Section 1. Section 501 of the San Diego County Code of Administrative Ordinances is amended to read as follows:

Deleted

Section 2. Section 503 of the San Diego County Code of Administrative Ordinances is amended to read as follows:

SEC. 503. AGENDA FOR MEETINGS OF THE BOARD.

(a) The Clerk of the Board of Supervisors shall prepare and issue an agenda for each regular meeting of the Board. A regular meeting of the Board shall be held on Tuesdays and Wednesdays according to a schedule established each year by the Chair of the Board of Supervisors. The Tuesday portion of the meeting shall be known as The Tuesday session. The Wednesday portion of the meeting is to be known as the Land Use session. The Tuesday and Land Use sessions shall constitute a single meeting. The agenda for the regular meetings of the Board shall be prepared, issued and posted by the Clerk pursuant to rules adopted by the Board, at least 72 hours prior to the meeting date. All agendas shall be posted outside of the San Diego County Administration Center as indicated in Board Policy A-72, "Board of Supervisors' Agenda and Related Processes," and on the bulletin board at the North Chamber (Room 310), Third Floor, San Diego County Administration Center. Copies of the agenda shall be available in the office of the Clerk of the Board of Supervisors and posted County's Internet website.

(b) Any item not on the agenda for a meeting shall not be considered by the Board at such meeting, except as follows:

(1) Upon determination by a majority vote of the Board that an emergency situation exists. An emergency situation is limited to:

(a) Emergency - Work stoppage crippling activity, or other activity that severely impairs public health, safety or both;

(b) Dire emergency - Crippling disaster, mass destruction, terrorist act, or threatened terrorist activity that may endanger the public health, safety, or both.

The determination shall be made prior to Board consideration of the emergency item.

(2) If all Board Members are not present, upon determination by a two-thirds vote, or a unanimous vote if less than two-thirds of the members are present, of the Board that there is a

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need to take immediate action and that the need for action came to the attention of the County subsequent to the Agenda being posted. The determination shall be made prior to Board consideration of the item.

(3) The item was posted for a prior meeting occurring not more than five calendar days prior to the date action is taken on the item and at the prior meeting, the item was continued to the meeting at which action is being taken.

(c) Any item on the agenda for any regular Tuesday or Land Use session which has not been considered and acted upon at such meeting or continued to a subsequent meeting shall be deemed continued to the following regular Tuesday or Land Use session. All such items shall be relisted on the agenda for the following regular meeting.

(Amended by Ord. No. 1219 (N.S.), adopted 7-29-52; amended by Ord. No. 2777 (N.S.), adopted 1-5-65; amended by Ord. No. 3166 (N.S.), adopted 1-30-68; amended by Ord. No. 3507 (N.S.), adopted 3-30-70; amended by Ord. No. 4367 (N.S.), effective 9-12-74; amended by Ord. No. 4483 (N.S.), effective 4-17-75; amended by Ord. No. 4906 (N.S.), effective 6-16-77; amended by Ord. No. 5096 (N.S.), effective 3-9-78; amended by Ord. No. 5432 (N.S.), effective 4-12-79; amended by Ord. No. 5649 (N.S.), effective 12-20-69; amended by Ord. No. 6553 (N.S.), effective 4-21-83; amended by Ord. No. 6576 (N.S.), effective 6-9-83; amended by Ord. No. 7288 (N.S.), effective 5-28-87; amended by Ord. No. 7452 (N.S.), effective 4-14-88; amended by Ord. No. 7597 (N.S.), effective 3-30-89; amended by Ord. No. 8391 (N.S.), effective 5-26-94; amended by Ord. No. 9259 (N.S.), effective 11-9-00; amended by Ord. No. 10236 (N.S.), effective 1-3-13; amended by Ord. No. 10310 (N.S.), effective 1-2-14)

Section 3. Section 504.1 of the San Diego County Code of Administrative Ordinances is amended to read as follows:

SEC. 504.1. REIMBURSEMENT FOR EXPENSES

(a) Each member of the Board may, subject to the provisions of Sections 504 and 504.1, incur and be reimbursed for necessary expenses incurred when carrying out the duties as such member.

(b) Reimbursement for necessary expenses incurred in performing the foregoing duties, irrespective of the nature or type of expense, other than travel expenses, shall be claimed by members of the Board pursuant to the provisions of these rules and regulations even though other County Administrative Code provisions may be applicable. No expenses incurred in performing such duties shall be reimbursable unless a statement of expense showing (a) the name of the member of the Board and (b) the amount of the expense, date the expense was incurred and a general description of the subject matter giving rise to the expense is filed with the Auditor and Controller on forms to be prescribed by the Auditor and Controller within 30 days of the date the expense was incurred. The filing of a claim in accordance with the provisions of this Administrative Code within such 30 day period shall be deemed to be in compliance with the provisions of this section requiring the filing of a statement of expense.

(c) All claims for reimbursement subject to this section shall be on forms prescribed by the Auditor and Controller and shall include the following information:

(1) Description - An adequate description of the nature of the expense claimed and the date

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and time involved.

(2) Location and Payee - Identification of location where expense was incurred and identification of person or corporation paid, e.g., name and location of restaurant if meal expense was incurred.

(3) Purpose - A description of the purpose for which the expense was incurred and the nature of the County business conducted.

(4) Identification - The designation by name and affiliation of other individuals or groups involved and on behalf of whom an expense was incurred and for which reimbursement is being claimed.

(5) Amount - The amount claimed. Documentation (invoice, credit card charge slip, etc.) verifying that the expense was incurred should be submitted for all expenditures and must be submitted for all expenditures in excess of \$25 for which reimbursement is claimed.

(d) Limitation in Expense. No expense in excess of \$300 incurred for any one event for which reimbursement is sought pursuant to these rules and regulations shall be incurred without prior approval of or ratification by the Board of Supervisors.

(e) Limitation on Total Expenses. The Board of Supervisors shall by resolution establish the maximum dollar limit which any Supervisor and/or the Supervisor's Chief of Staff or Legislative Assistant may claim during a specified time period.

(f) Provisions of this section do not apply to travel expenses.

(Added by Ord. No. 3658 (N.S.), adopted 3-16-71; amended by Ord. No. 4166 (N.S.), effective 10-25-73; amended by Ord. No. 4777 (N.S.), effective 11-25-76; amended by Ord. No. 9259 (N.S.), effective 11-9-00)

Cross reference(s) -- Certification of claims, § 55.1; claims against the county, § 145 et seq.

Section 4. Section 504.11 of the San Diego County Code of Administrative Ordinances is amended to read as follows:

SEC. 504.11. [RETENTION OF PAYMENTS FOR SERVING ON OTHER GOVERNMENT BOARDS OR COMMISSIONS.]

In addition to the annual compensation prescribed for each member of the Board of Supervisors by Ordinance No. 3995 (New Series), as amended, or by any superseding ordinance, each member of the Board of Supervisors who serves on the Board of Directors or Executive Committee of any governmental board, commission or organization may retain such payments or compensation as may be provided by law for such board, commission or organization or the State of California for such services.

(Added by Ord. No. 4284 (N.S.), effective 5-2-74; amended by Ord. No. 4312 (N.S.), effective 6-13-74; amended by Ord. No. 9259 (N.S.), effective 11-9-00)

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Section 5. This ordinance shall take effect and be in force thirty days after its passage, and before the expiration of fifteen days after its passage, a summary hereof shall be published once with the names of the members of this Board voting for and against it in a newspaper of general circulation published in the County of San Diego.

APPROVED AS TO FORM AND LEGALITY
THOMAS E. MONTGOMERY, COUNTY COUNSEL

BY: Rachel H. Witt, Senior Deputy

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PASSED, APPROVED, AND ADOPTED by the Board of Supervisors of the County of San Diego this 15th day of November, 2016.



RON ROBERTS
Chairman, Board of Supervisors
County of San Diego, State of California

The above Ordinance was adopted by the following vote:

AYES: Cox, Jacob, D. Roberts, R. Roberts, Horn

ATTEST my hand and the seal of the Board of Supervisors this 15th day of November, 2016.

DAVID HALL
Clerk of the Board of Supervisors

By D. Lopez
Diana Lopez, Deputy



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