

**ADMINISTRATIVE CODE**

AN ORDINANCE AMENDING THE ADMINISTRATIVE CODE, SECTION 495, PERTAINING TO  
TRANSPORTATION REIMBURSEMENT

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

**Section 1.** Section 495 of the Administrative Code is hereby amended to read as follows:

**SEC. 495. TRANSPORTATION REIMBURSEMENT.**

The County shall reimburse employees paid on a biweekly basis for costs incurred in traveling to and from work, as follows:

- (a)
  - (1) Up to sixty-five dollars (\$65) off the full purchase price for all employees in classes designated AE, CL, CM, FS, HS, MM, PO, PR, PS, RN, SO, SS and SW; or up to thirty dollars (\$30) off the full purchase price for all employees in classes DI, DM, DS and SM, for the employee's own use of a:
    - (a) full monthly San Diego Metropolitan Transit Development Board "Ready Pass" or a similar monthly pass,
    - (b) full monthly County Transit Systems Bus Pass or similar monthly pass,
    - (c) full monthly North County Transit District "Coaster Plus Pass" or a similar monthly pass, provided that an employee will not be reimbursed for any amount in excess of the actual cost of any monthly transit pass.
  - (2) Up to eighty-five dollars (\$85) off the full purchase price for all employees in classes designated AM, AS, CE, CEM, CR, DA, EM, MA, NA, NE, NM, NS, PD, PM and UM:
    - (a) full monthly San Diego Metropolitan Transit Development Board "Ready Pass" or a similar monthly pass,
    - (b) full monthly County Transit Systems Bus Pass or similar monthly pass,
    - (c) full monthly North County Transit District "Coaster Plus Pass" or a similar monthly pass, provided that an employee will not be reimbursed for any amount in excess of the actual cost of any monthly transit pass.
  - (3) Up to eighty-five dollars (\$85) of the purchase price for all employees in classes CC and CS for the employee's own use of a:
    - (a) full monthly North County Transit District Sprinter Breeze Pass, Coaster Pass or Regional Premium Pass,
    - (b) full monthly San Diego Metropolitan Transit Development System Trolley, Shuttle Route, Local & Urban Routes, Premium Express, or Rural Routes,
    - (c) fully monthly South Bay Rapid Bus or similar passes,
    - (d) full daily for:
      - (i) North County Transit District Sprinter Breeze Pass, Coaster Pass or Regional Premium Pass,
      - (ii) San Diego Metropolitan Transit Development System Trolley, Shuttle Route, Local & Urban Routes, Premium Express, or Rural Routes passes,

(iii) South Bay Rapid Bus or similar passes.

(b) For employees who incur parking expenses at the locations listed below in (d), reimbursement will be as follows:

- (1) Fifty dollars (\$50) per month for classes designated DS and SM;
- (2) Two hundred dollars (\$200) per month for classes designated AM, AS, DA, PD and PM;
- (3) Fifty dollars (\$50) per month for all other employees.

On-street, metered parking is excluded for classes designated AM, AS, DA, DI, DM, PD, PM, PO, and SW; or

- (c) (1) Twenty-five dollars (\$25) per month for all other employees who incur expense as a participant in the County Ride Sharing Program through SANDAG at the locations listed below in (d);
- (2) Twenty-five dollars (\$25) per month for all other employees who incur expense as a participant in the Ride Sharing Program at the locations listed below in (d), including the County Operations Center for classes designated CR.

(d) Applicable work locations for (b)(3) and (b)(4) and (c) above: 220 W. Broadway; 225 Broadway; 330 W. Broadway; 1409 Fourth Avenue; 964 Fifth Avenue; 1501 6th Avenue; 1130 10th Avenue; 1173 Front Street; and other locations certified to the Assistant Chief Financial Officer/Auditor and Controller by the Chief Administrative Officer. Eligibility for (b) and, (c) above is to be determined through certification by the appointing authority that the employee has incurred expense under the conditions stated above in at least the amount specified. The administration of transportation reimbursements are subject to the rules and regulations of the Auditor and Controller.

(e) Ten dollars (\$10) reimbursement per month for each eligible employee in the DI and DM classes who incurs parking expenses (excluding on-street, metered parking) at the locations listed below in (g).

(f) Ten dollars (\$10) reimbursement per month for each eligible employee in the DI and DM classes who incurs expense as a participant in the County Ride-Sharing Program at the locations listed below in (g).

(g) Applicable locations for (e) and (f) above: San Diego Courthouse, Hall of Justice, Jail and Ash Street Facility. Eligibility for (e) and (f) above is to be determined through certification by the appointing authority that the employee has incurred either, a) parking expense of at least ten dollars (\$10); or b) expense as a participant in the County Ride-Sharing Program of at least ten dollars (\$10) per month, subject to the rules and regulations of the Auditor and Controller.

(h) The established mileage reimbursement rate shall be paid to employees in eligible classes who, for the benefit of management, are employed at or transferred to a work location more than fifteen miles from the employee's home. This reimbursement shall be limited to those miles driven to and from work in excess of thirty round trip miles.

Eligible Classes:

5502 Appraiser IV

5503 Appraiser III

5504 Appraiser II

5505 Appraiser I

5510 Appraiser Trainee

5511 Property Assessment Specialist I

5512 Supervising Appraiser I

5513 Supervising Appraiser II

5517 Property Assessment Specialist II

5518 Property Assessment Specialist III

5526 Audit Appraiser III

5527 Audit Appraiser II

5528 Audit Appraiser I

5529 Supervising Audit Appraiser

5530 Audit Appraiser Specialist


- (i) Whenever an employee who is employed as an Environmental Health Specialist II 4722 or an Environmental Health Specialist III - 4723 is transferred for the benefit of management to a headquarter more than twenty (20) miles from his/her home, the employee shall be paid at the established rate for all miles driven to work in excess of twenty (20) miles.
- (j) Employees in eligible classes may be reimbursed for a combination of transit expenses under subsection (a) above and parking expenses under subsection (b) above for a combined total of up to two hundred dollars (\$200).

Eligible Classes: Classes designated AM, AS, CE, CEM, DA, EM, MA, NA, NE, NM, NS and UM

**Section 2. Effective Date.** This ordinance affects compensation and shall take effect upon adoption. Within fifteen days after the date of adoption of this ordinance, a summary shall be published once with the name of those members voting for and against the same in the newspaper of general circulation published in the County of San Diego.

APPROVED AS TO FORM AND LEGALITY  
COUNTY COUNSEL BY  
Dennis Floyd, Senior Deputy County Counsel

PASSED, APPROVED, AND ADOPTED by the Board of Supervisors of the County of San Diego this 16<sup>th</sup> day of July, 2013.



\_\_\_\_\_  
GREG COX  
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 16<sup>th</sup> day July, 2013.

THOMAS J. PASTUSZKA  
Clerk of the Board of Supervisors

By  \_\_\_\_\_  
Nancy Vizcarra, Deputy

Ordinance No. 10270 (N.S.)

07-16-2013 (9)

