



COUNTY OF SAN DIEGO

AGENDA ITEM

BOARD OF SUPERVISORS

PALOMA AGUIRRE
First District

JOEL ANDERSON
Second District

TERRA LAWSON-REMER
Third District

MONICA MONTGOMERY STEPPE
Fourth District

JIM DESMOND
Fifth District

DATE: November 4, 2025 and November 18, 2025

06

TO: Board of Supervisors

SUBJECT

SUNSET REVIEW OF BOARD OF SUPERVISORS POLICIES, COUNTY ADMINISTRATIVE CODE, AND COUNTY REGULATORY CODE PROVISIONS ASSIGNED TO THE FINANCE AND GENERAL GOVERNMENT GROUP (11/4/25 – First Reading; 11/18/25 – Second Reading, unless the ordinances are modified on second reading) (DISTRICTS: ALL)

OVERVIEW

In accordance with Board of Supervisors (Board) Policy A-76, Sunset Review Process and as required by California Government Code, the Finance and General Government Group (FG3) periodically reviews certain Board Policies, provisions of the San Diego County Code of Administrative Ordinances (Administrative Code), and provisions of the San Diego County Code of Regulatory Ordinances (Regulatory Code) to ensure that they reflect current Board standards and practices. FG3 also reviews for any changes in laws, policies, or regulations that govern County departmental operations and services and recommends amendments accordingly.

Today's recommendations are the culmination of these efforts. Staff recommends the following actions: 1.) determine that no amendments are necessary to certain policies and code provisions; 2.) sunset B-66, Procurement of Products and Services from Other Governmental Agencies (OGAs), including the California Prison Industry Authority (PIA); and 3.) determine that amendments are necessary to certain code provisions.

Today's recommendations request the Board's approval of the introduction of ordinances (first reading) to amend and repeal the corresponding administrative codes with needed changes. If the Board takes action as recommended, then on November 18, 2025, staff recommends the Board adopt the ordinances (second reading). If the proposed ordinances are altered on November 18, 2025, then on that date a subsequent meeting date will be selected for the ordinances' adoption.

RECOMMENDATION(S)

CHIEF ADMINISTRATIVE OFFICER

On November 4, 2025:

1. Determine no change is necessary and approve the sunset review date of December 31, 2032, for the following Board of Supervisors Policy and Regulatory Code provision:

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- a. G-18, Tax Deductions, Credits, Incentives, and Rebate Programs on County Capital Projects
 - b. Regulatory Code Chapter 9, Election Campaign Finance and Control
2. Sunset B-66, Procurement of Products and Services from Other Governmental Agencies (OGAs) Including the California Prison Industry Authority (PIA).
 3. Approve the introduction of Ordinances (First Reading):

AN ORDINANCE AMENDING ARTICLE III OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE, SECTIONS 73-73.2

AN ORDINANCE AMENDING ARTICLE IIIk OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE, SECTIONS 84-84.18

If, on November 4, 2025, the Board takes the action as recommended by recommendation 3, then, on November 18, 2025:

1. Approve the adoption of the Ordinances (Second Reading):

AN ORDINANCE AMENDING ARTICLE III OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE, SECTIONS 73-73.2

AN ORDINANCE AMENDING ARTICLE IIIk OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE, SECTIONS 84-84.18

2. Approve the sunset review date of December 31, 2032 for the above-mentioned Administrative Code Sections, unless an earlier review is required by law.

EQUITY IMPACT STATEMENT

The County of San Diego's policies and code provisions impact residents of the county. In the review of them, staff considered and accounted for impacts on all communities. In addition, the recommended amendments to policies and code provisions before the Board ensure the use of inclusive language, specifically person-first language in Article IIIk of the San Diego County Administrative Code, Sections 84-84.18. This article establishes an Affirmative Action Program to require vendors of the County, and their subcontractors to take affirmative action to improve employment of persons with disabilities in their work forces. This aligns with the strategic initiative of equity as it advances opportunities for economic growth and development to all individuals and the community.

SUSTAINABILITY IMPACT STATEMENT

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County of San Diego (County) staff reviewed and, where necessary, is recommending amendments to existing policies and code provisions in alignment with our current County sustainability goals and practices. The recommendations before the Board include updates to Board Policies that incorporate the goal of proper use of County resources to increase efficiency.

FISCAL IMPACT

There is no fiscal impact associated with these recommendations. There will be no change in net General Fund cost and no additional staff years.

BUSINESS IMPACT STATEMENT

If approved, the update of person-first language in Article IIIk of the San Diego County Administrative Code, Sections 84-84.18 will have a positive impact on the business community demonstrating inclusivity. The addition of the Director of Public Works to the definition of the term “Director” expands the scope of vendors and subcontractors implementing this program. The update in the authority threshold in Article III, Sec. 73-73.2 will make the acquisition process more streamlined for an entity selling or donating their property to the County.

ADVISORY BOARD STATEMENT

N/A

BACKGROUND

In accordance with Board of Supervisors (Board) Policy A-76, Sunset Review Process and as required by California Government Code, the Finance and General Government Group (FG3) periodically reviews certain Board Policies, provisions of the San Diego County Code of Administrative Ordinances (Administrative Code), and provisions of the San Diego County Code of Regulatory Ordinances (Regulatory Code) to ensure that they reflect current Board standards and practices. FG3 also reviews for any changes in laws, policies or regulations that govern County departmental operations and services and recommends amendments accordingly.

Recommendation #1

The Board Policy and Regulatory Code provision listed in Recommendation #1 have been reviewed by County staff, and staff recommend that no changes are necessary. The recommendation requests approval of a new sunset date of December 31, 2032, for this policy and code provision.

Recommendation #2

B-66, Procurement of Products and Services from Other Governmental Agencies (OGAs) Including the California Prison Industry Authority (PIA) has been reviewed by County staff, and staff recommend sunsetting this policy because the OGAs authority language, which covers PIA, was added in A-87, Competitive Procurement during the updates approved at the August 26, 2025 (29) Board meeting.

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Recommendation #3 & November 18, 2025 Recommendations

County staff have reviewed and recommend changes to the below listed Administrative Code provisions. Recommendation #3 is the first of two steps in approving changes to the Administrative Code. If approved, the ordinances that are being submitted for introduction and first reading on November 4, 2025, would return for a second reading and consideration on November 18, 2025. On November 4, 2025, the Board may also consider a sunset review date of December 31, 2032 for Administrative Code Article IIIk and Sections 84-84.18, unless an earlier review is required by law.

- a. Administrative Code Article III, Sections 73-73.2
Amendments to extend authority for the Director for another five years because the current authority expires on February 10, 2026, and increase the Director's acquisition authority from \$500,000 to \$1,000,000 to align with rising property values in San Diego County. This would authorize the Director to independently approve routine, minor acquisitions, ensuring alignment with delegated authority levels.
- b. Administrative Code Article IIIk, Sections 84-84.18
This article establishes an Affirmative Action Program to require vendors of the County, and their subcontractors to take affirmative action to improve employment of persons with disabilities in their work forces. Updates reflect person-first language and including the Director of Public Works in the Director definition to expand the scope of the program.

Deferred Policies from Prior Sunset Review and Recent Board Action

The following policies were deferred from last year's sunset review and are no longer up for sunset review because of recent updates:

- Article XXIII Department of Purchasing and Contracting
- B-67, Environmentally Preferable Procurement
- F-40, Procuring Architectural, Engineering, and Related Professional Services

On August 26, 2025 (29), the Board approved the Ordinance amending Article XXIII of the San Diego County Administrative Code relating to County contracting. The amendments were administrative updates in Sections 400-404. Section 405 was amended to increase the small-local preference from 5% to 15%. The Board approved amendments to B-67, Environmentally Preferable Procurement to provide clearer guidance for the County to select products and vendors that are environmentally responsible. The Board also approved the sunset of F-40, Procuring Architectural, Engineering, and Related Professional Services as language was incorporated into A-87, Competitive Procurement.

LINKAGE TO THE COUNTY OF SAN DIEGO STRATEGIC PLAN

Approval of these recommended actions will support the Strategic Initiatives of Sustainability, Equity, Empower, and Community in the County of San Diego's 2025-2030 Strategic Plan.

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Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Ebony N. Shelton', is centered within a light gray rectangular box.

EBONY N. SHELTON
Chief Administrative Officer

ATTACHMENT(S)

Attachment A – Board Policies and Administrative Code without Changes
Attachment B – AN ORDINANCE AMENDING ARTICLE III (info)
Attachment C – AN ORDINANCE AMENDING ARTICLE III (clean)
Attachment D – AN ORDINANCE AMENDING ARTICLE IIIk (info)
Attachment E – AN ORDINANCE AMENDING ARTICLE IIIk (clean)
Attachment F – Summary of Ordinances