



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 18, 2025

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TO: Board of Supervisors

SUBJECT

SUNSET REVIEW OF BOARD OF SUPERVISORS POLICIES AND COUNTY ADMINISTRATIVE 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.

On November 4, 2025 (6), the Board approved staff recommendations to: 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 requested action is to further consider and adopt the ordinances (second reading) that amend certain administrative codes, which the Board approved introduction (first reading) on November 4, 2025 (6). 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

1. Submit the Ordinances for further Board consideration and adoption (Second Reading):

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

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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

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)

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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.

County staff have reviewed and recommend changes to the below listed Administrative Code provisions. On November 4, 2025 (6), the Board approved staff recommendations and approved 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. Today's requested action is to further consider and 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.

- a. Administrative Code Article III, Sections 73-73.2
Amendments to extend authority for the Directors 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.

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.

Respectfully submitted,



EBONY N. SHELTON
Chief Administrative Officer

ATTACHMENT(S)

Attachment A – AN ORDINANCE AMENDING ARTICLE III (info)

Attachment B – AN ORDINANCE AMENDING ARTICLE III (clean)

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COUNTY ADMINISTRATIVE CODE, AND COUNTY REGULATORY
CODE PROVISIONS ASSIGNED TO THE FINANCE AND GENERAL
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Reading, unless the ordinances are modified on second reading)
(DISTRICTS: ALL)**

Attachment C – AN ORDINANCE AMENDING ARTICLE IIIk (info)
Attachment D – AN ORDINANCE AMENDING ARTICLE IIIk (clean)
Attachment E – Summary of Ordinances