

ORDINANCE NO 9418 (NEW SERIES)

**AN ORDINANCE AMENDING THE ADMINISTRATIVE CODE REGARDING
TRANSPORTATION REIMBURSEMENTS AND HOLIDAYS/OFFICE HOURS
FOR THE "AM", "AS", AND "DA" UNITS**

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

Section 1: The first paragraph of Section 57, regarding "Office Hours" in the Administrative Code is hereby amended to read as follows:

SECTION 57: HOLIDAYS/OFFICE HOURS

Except as otherwise provided in this Administrative Code or by resolution of the Board all County offices shall be open to the public from 8:00 a.m. to 5:00 p.m. on every day of the week except Saturdays, Sundays, and the following holidays:

- (a) January 1st.
- (b) The third Monday in January.
- (c) The third Monday in February.
- (d) March 31, known as "Cesar E. Chavez Day."
- (e) The last Monday in May.
- (f) July 4th.
- (g) The first Monday in September.
- (h) November 11th, known as "Veteran's Day".
- (i) The Thursday in November appointed as Thanksgiving Day.
- (j) The Friday after Thanksgiving Day.
- (k) December 25th.

Section 2: The "Transportation" subsection of Section 472 of the Administrative Code is hereby amended to read as follows:

SECTION 472: NORMAL MAXIMUM EXPENSE

Transportation

Privately owned vehicle in County - \$0.345 per mile for all employees. Thereafter, the rate of reimbursement shall be based on the Internal Revenue Service (IRS) rate for mileage. In the event the IRS increases the reimbursement rate for mileage, the County will adjust its rate of reimbursement to equal the IRS rate within sixty (60) days of the effective date of the IRS increase.

Section 3: Subsections (a), (b), and (c) of Section 495 of the Administrative Code are hereby amended to read as follows, and subsection (d) is deleted:

SECTION 495: TRANSPORTATION REIMBURSEMENT

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

- (a) For all employees up to sixty-five dollars (\$65) off the full purchase price, for the employee's own use of a:
 - (1) full monthly San Diego Metropolitan Transit Development Board "Ready Pass" or a similar monthly pass,
 - (2) full monthly County Transit Systems Bus Pass or similar monthly pass,
 - (3) full monthly North County Transit District "Coaster Plus Pass" or a similar monthly pass,
 - (4) North County Transit District "Coaster 10-Trip Ticket",provided that an employee will not be reimbursed for any amount in excess of the actual cost of any monthly transit pass or the actual cost of one (1) Coaster 10-Trip Ticket during any given month.
- (b) Ten dollars (\$10) reimbursement per month for employees in classes designated CC, and CS; twenty-five dollars (\$25) for classes designated DS and SM; and fifty dollars (\$50) reimbursement per month for all other employees who incurs parking expenses at the below listed locations (on-street, metered parking is excluded for classes designated AM, AS, DA, DI, DM, PD, PM, PO, and SW); or
- (c) Twenty-five dollars (\$25) per month for all other employees who incur expense as a participant in the County Ride Sharing Program at the below listed locations.

Section 4. Effective Date. This ordinance shall take effect thirty (30) days after its 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.

Section 5. Operative Date. This ordinance shall be operative the first day of the pay period following the thirty (30) days after its adoption.

PASSED, APPROVED AND ADOPTED this 11th day of December, 2001.