

AN ORDINANCE AMENDING THE ADMINISTRATIVE CODE,
SECTION 443 PERTAINING TO REIMBURSEMENT FOR HONOR GUARD EXPENSES AND
SECTION 495, PERTAINING TO TRANSPORTATION AND PARKING REIMBURSEMENT

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

Section 1. Section 443 of the Administrative Code is hereby added to read as follows:

SEC. 443. HONOR GUARD – EQUIPMENT/UNIFORM REIMBURSEMENT.

Employees in classes designated DS or SM who are required to purchase specialized equipment or uniforms as part of serving on the Honor Guard shall be reimbursed up to \$250 per year for such purchases.

Section 2. 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, PR, PS, RN, SO, SS or SW; or up to thirty dollars (\$30) off the full purchase price for all employees in classes DI or DM, 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, DS, EM, MA, NA, NE, NM, NS, PD, PM, PO, SM, or 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) Two hundred dollars (\$200) per month for classes designated DS and SM;
 - (2) Two hundred dollars (\$200) per month for classes designated AM, AS, DA, PD, PM, or PO.
 - (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, or SW.

- (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)(1) above are: San Diego Courthouse, Hall of Justice, Jail, 1027 10th St., Ash Street Facility, Center City Building, the Beech Street Office, the Wells Fargo Building, 1350 Front Street, Family Law Court and 1501 Sixth Ave; and other locations certified to the Auditor and Controller by the Chief Administrative Officer. Eligibility for (b)(1) 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 the reimbursement to employees for purchased transit passes shall be subject to the rules and regulations of the Auditor and Controller and the Employee Benefits Office.

Applicable work locations for (b)(2) and (b)(3) 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 Auditor and Controller by the Chief Administrative Officer. Eligibility for (b)(2), (b)(3) 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:

005502 Appraiser IV

005503 Appraiser III

005504 Appraiser II

005505 Appraiser I

005510 Appraiser Trainee

005511 Property Assessment Specialist I

005512 Supervising Appraiser I

005513 Supervising Appraiser II

005517 Property Assessment Specialist II

005518 Property Assessment Specialist III

005526 Audit Appraiser III

005527 Audit Appraiser II

005528 Audit Appraiser I

005529 Supervising Audit Appraiser

005530 Audit Appraiser Specialist

- (i) Whenever an employee who is employed as an Environmental Health Specialist II 004722 or an Environmental Health Specialist III - 004723 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).

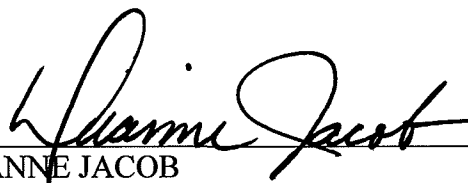
Eligible Classes: Classes designated AM, AS, CE, CEM, DA, EM, MA, NA, NE, NM, NS or UM.

Section 3. Amendments to this code affect 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.

Section 4. Operative Date. Operative dates by specified section are listed in the table below.

Section Number	Operative Date
Section 1	6/27/2014
Section 2	6/27/2014

PASSED, APPROVED, AND ADOPTED by the Board of Supervisors of the County of San Diego this 25th day of February, 2014.



DIANNE JACOB
Chairwoman, 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 25th day of February, 2014.

THOMAS J. PASTUSZKA
Clerk of the Board of Supervisors

By  _____
Christina Gomez, Deputy



Ordinance No. 10327 (N.S.)

02-25-14 (15)

NOTING FOR RECORD – ADMINISTRATIVE CORRECTION RECEIVED MARCH 7, 2014:

County of San Diego Department of Human Resources requested an administrative correction to Administrative Code, Section 495, recently approved by the Board of Supervisors on February 25, 2014 (Item 15, Ordinance 10327 (N.S.)). This action has been reviewed and approved by County Counsel.

See attached Clean Copy and Strikeout Copy.

Panfil, Sarah

From: Alexander, Jackson
Sent: Friday, March 07, 2014 1:05 PM
To: Panfil, Sarah
Cc: Murillo, Sandra L.
Subject: Admin. Code Amendment
Attachments: Admin Code 495 Clean Version-Correction.docx; Admin Code 495 Strikeout Version-Correction.docx

Sarah,

DHR would like to amend Administrative Code, Section 495 that was recently approved by the Board of Supervisors on February 25, 2014. Subsection (b)(2) is amended to add non-represented bargaining units that were missed in a prior Board Letter action on June 25, 2013, Ord. #10267. This action has been reviewed and approved by County Counsel. DHR would like to have it replaced as soon as possible.

I have attached a clean and strikeout version of the Administrative Code Section. This e-mail and attachments may be added to the Official Record. If you have any questions please contact me.

Thank you.
Jackson

Jackson Alexander
ERP Systems Functional Analyst
Dept. of Human Resources, MS: O-8
W.I.N. Division
(858) 505-6521
jackson.alexander@sdcounty.ca.gov

SEC. 495. TRANSPORTATION REIMBURSEMENT.

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- (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, PR, PS, RN, SO, SS or SW; or up to thirty dollars (\$30) off the full purchase price for all employees in classes DI or DM, for the employee's own use of a:
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 - (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, DS, EM, MA, NA, NE, NM, NS, PD, PM, PO, SM, or UM:
 - (a) full monthly San Diego Metropolitan Transit Development Board "Ready Pass" or a similar monthly pass,
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 - (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:
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 - (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) Two hundred dollars (\$200) per month for classes designated DS and SM;
 - (2) Two hundred dollars (\$200) per month for classes designated AM, AS, CE, CEM, DA, EM, MA, NA, NE, NM, NS, PD, PM, PO, or UM.

(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, or SW.

- (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)(1) above are: San Diego Courthouse, Hall of Justice, Jail, 1027 10th St., Ash Street Facility, Center City Building, the Beech Street Office, the Wells Fargo Building, 1350 Front Street, Family Law Court and 1501 Sixth Ave; and other locations certified to the Auditor and Controller by the Chief Administrative Officer. Eligibility for (b)(1) 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 the reimbursement to employees for purchased transit passes shall be subject to the rules and regulations of the Auditor and Controller and the Employee Benefits Office.

Applicable work locations for (b)(2) and (b)(3) 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 Auditor and Controller by the Chief Administrative Officer. Eligibility for (b)(2), (b)(3) 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).
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- (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.

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- (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).

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