

**ORDINANCE NO. 2015 - \_\_\_\_\_**

**OMNIBUS TECHNICAL CORRECTIONS ORDINANCE,  
RELATING TO COUNTY OFFICES AND OFFICERS**

Whereas, the consolidation, elimination and supervision of certain county departments and official positions, the clarification of longevity compensation for elected county officers, the appointment of the health and social services director, the resource management director and the chief information officer to certain county offices, the re-designation of certain county commissions and clarification of their authority and duties, the declaration that the violation of any condition of the code is a public nuisance, the authorization of county public officers to make an arrest without a warrant, and the need to correct or eliminate inaccurate, incomplete, outdated or unnecessary language and provisions require revision to chapters 1 and 2 of the code to reflect these changes.

The Solano County Board of Supervisors ordains as follows:

**Section 1.** Chapter 1 and sections 1-10 to 1-21, inclusive, are repealed.

**Section 2.** Chapter 1 and sections 1-10 to 1-22, inclusive, are added and republished to read:

**CHAPTER 1  
GENERAL PROVISIONS**

§ 1-10.	<i>Title of code</i>
§ 1-11.	<i>Definitions</i>
§ 1-12.	<i>Effect of headings</i>
§ 1-13.	<i>Provisions considered as continuations of existing ordinances</i>
§ 1-14.	<i>Construction of legislation</i>
§ 1-15.	<i>Effect of repeal of ordinances</i>
§ 1-16.	<i>Severability of provisions</i>
§ 1-17.	<i>Computation of time</i>
§ 1-18.	<i>Territorial applicability of code</i>
§ 1-19.	<i>Authority of deputies</i>
§ 1-20.	<i>Nuisances</i>
§ 1-21.	<i>General penalty and continuing violations</i>
§ 1-22.	<i>Public officers' powers to arrest without a warrant</i>

**Sec. 1-10. Title of code**

*This code shall be known as the Solano County Code. Without following the procedures necessary to amend the provisions of the Solano County Code, the clerk of the board of supervisors, with the advice and consent of county counsel, may periodically correct clerical errors and renumber or re-letter the sections of this code so long as no substantive changes are made.*

**Sec. 1-11. Definitions**

*The following terms are defined for purposes of this code and all ordinances of the county:*

- (a) Board of Supervisors. "Board of Supervisors", "Board" or "board of supervisors" mean the Board of Supervisors of the County of Solano.*
- (b) Code. "The code" or "this code" means the Solano County Code.*
- (c) County. "The county" or "this county" means the County of Solano.*
- (d) Day. A "day" is a period of time between any midnight and the midnight following.*
- (e) Gender. The masculine gender includes the feminine, and the feminine includes the masculine.*
- (f) Joint authority. All words giving a joint authority to three or more persons or officers shall be construed as giving such authority to a majority of such persons or officers.*
- (g) Oath. "Oath" includes affirmation.*
- (h) Person. "Person" includes any person, firm, association, organization, partnership, joint venture, business trust, corporation or company.*
- (i) Property. Property includes real and personal property.*
- (j) Section and subdivision. "Section" means a section of this code unless some other statute is specifically mentioned. "Subdivision" means a subdivision of the section in which the term occurs unless some other section is expressly mentioned.*
- (k) Shall, will and may. "Shall" and "will" are mandatory and "may" is permissive.*
- (l) State. "The state" or "this state" means the State of California.*
- (m) Tenses. The present tense includes the past and future tenses, and the future includes the present.*
- (n) Writing. Writing includes any form of recorded message capable of comprehension by ordinary visual means. Whenever any notice, report, statement*

or record is required or authorized by this code, it shall be made in writing in the English language unless it is expressly provided otherwise.

**Sec. 1-12. Effect of headings**

*Title, division, part, chapter, article and section headings do not in any manner affect the scope, meaning or intent of the provisions of the code.*

**Sec. 1-13. Provisions considered as continuations of existing ordinances**

*The provisions appearing in this code, so far as they are in substance the same as those of ordinances existing at the time of the effective date of this code, shall be considered as continuations of it and not as new enactments.*

**Sec. 1-14. Construction of legislation**

*The use of the word "shall" or "will" in this code or any ordinance, resolution, rule or other regulation is not intended to impose upon the county, its officers, agents or employees a mandatory duty of care towards persons or property so as to provide a basis of civil liability for damages. Any provision of this code or any ordinance, ordinance adopting uniform codes by reference, resolution, rule or other regulation that govern the conduct of the county, or any of its officers, agents or employees, shall in all instances be deemed to be directory, rather than mandatory. It is the intent of this section to preserve the immunities provided by the Tort Claims Act and not to impose on the county or its officers, agents or employees, a mandatory duty of care toward persons and property so as to provide a basis of civil liability for damages.*

**Sec. 1-15. Effect of repeal of ordinances**

*The repeal of an ordinance shall not revive any ordinances in force before or at the time the ordinance repealed took effect.*

*The repeal of an ordinance shall not affect any punishment or penalty incurred before the repeal took effect, nor any suit, prosecution or proceeding pending at the time of the repeal, for any offense committed under the ordinance repealed.*

**Sec. 1-16. Severability of provisions**

*If any provision of this code, or its application to any person or circumstance, is held invalid, the remainder of the code, or the application of such provision to other persons or circumstances, shall not be affected.*

**Sec. 1-17. Computation of time**

*The time in which any act provided by law is to be done is computed by excluding the first day and including the last day, unless the last day is an official county holiday, and then it is also excluded.*

**Sec. 1-18. Territorial applicability of code**

*This code is applicable in the unincorporated territory of the County of Solano and to the territory within the corporate limits of any city over which the county has jurisdiction or control by virtue of the Constitution or any law, by reason of ownership or control of the property, or by virtue of any agreement between the county and any city within the territorial limits of the county.*

**Sec. 1-19. Authority of deputies**

*Whenever a power is granted to or a duty is imposed on a public officer, the power may be exercised or the duty may be performed by a deputy of such officer or by a person otherwise authorized under law, unless the code provides otherwise.*

**Sec. 1-20. Nuisances**

*Any condition existing in violation of this code is a public nuisance, and may be abated in a civil action, summarily or otherwise by the county.*

**Sec. 1-21. General penalty and continuing violations**

*Whenever in this code or in any other ordinance of the county or in any rule or regulation promulgated pursuant to it, any act is prohibited or made or declared to be unlawful or an offense, or the doing of any act is required or the failure to do any act is declared to be unlawful or a misdemeanor, where no specific penalty is provided for, the violation of any such provision of this code or any other ordinance, rule or regulation of the county is punishable by imprisonment in the county jail not exceeding six months, or by fine not exceeding one thousand dollars (\$1000), or both.*

*Every day any violation of this code or any other ordinance, rule or regulation of the county shall continue shall constitute a separate offense.*

**Sec. 1-22. Public officers' powers to arrest without a warrant**

*Under the provisions of Penal Code section 836.5, the board of supervisors authorizes public officers employed by the County of Solano to arrest without a warrant any person whenever the public officer has reason to believe that the person has committed a misdemeanor in his or her presence. Such authority shall apply only to arrests for violations of statutes and ordinances which the public officer has the duty to enforce during the duration of the public officer's employment.*

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*(Ord. No. 383; Ord. No. 586; Ord. No. 733; Ord. No. 777; Ord. No. 874; Ord. No. 922; Ord. No. 1035; Ord. No. 1043; Ord. No. 1063; Ord. No. 1078; Ord. No. 1119; Ord. No. 1140; Ord. No. 1183; Ord. No. 1199; Ord. No. 1265; Ord. No. 1284; Ord. No.; Ord. No. 1333; Ord. No. 1364; Ord. No. 1374; Ord. No. 1376; Ord. No. 1377; Ord. No. 1399; Ord. No.1423; Ord. No. 1459.)*

**Section 3.** Chapter 2, article I, sections 2-01 to 2-07, article II, sections 2-20 to 2-203, article III, sections 2-220 to 2-265, article IV, section 2-270 and article V, sections 2-300 to 2-306, inclusive, are repealed.

**Section 4.** Chapter 2, article I, sections 2-01 to 2-08, article II, sections 2-20 to 2-312, article III, sections 2-400 to 2-803, and article IV, section 2-900, inclusive, are added and republished to read:

## **CHAPTER 2**

### **ADMINISTRATION**

#### **ARTICLE I. IN GENERAL**

- § 2-01. *Hours of operation of county offices*
- § 2-02. *Appointments*
- § 2-03. *Judicial review of decisions*
- § 2-04. *Procedure for sale or lease of real property of county*
- § 2-05. *Board of Supervisors' salaries and benefits*
- § 2-06. *Training of newly elected supervisors*
- § 2-07. *Use of the Seal of Solano County*
- § 2-08. *Claims against the county*

#### **ARTICLE II. COUNTY OFFICES AND OFFICERS**

##### **DIVISION 1. GENERALLY**

- § 2-20. *Offices of agricultural commissioner and sealer of weights and measures consolidated*
- § 2-21. *Offices of assessor and recorder consolidated*
- § 2-22. *Offices of sheriff and coroner consolidated*
- § 2-23. *Offices of treasurer and tax collector-county clerk consolidated*
- § 2-24. *Qualifications and continuing education requirements for auditor-controller*
- § 2-25. *Qualifications, continuing education requirements, and investment authority of tax collector-treasurer-county clerk*

## **DIVISION 2. ELECTED OFFICERS**

- § 2-30. Elected officers
- § 2-31. Elected officers entitled to longevity compensation
- § 2-32. Longevity upon return to non-elected county position by a former elected officer

## **DIVISION 3. OFFICERS APPOINTED BY THE BOARD OF SUPERVISORS**

### **Part 1. Office of County Administrator**

- § 2-40. Office established
- § 2-41. Position created
- § 2-42. Appointment and compensation
- § 2-43. Removal
- § 2-44. Administrative powers and duties
- § 2-45. General administration
- § 2-46. Budgetary matters
- § 2-47. Supervision of departments
- § 2-48. Employment policies and practices

### **Part 2. Clerk of the Board of Supervisors**

- § 2-50. Office established
- § 2-51. Position created
- § 2-52. Appointment and compensation
- § 2-53. Powers and duties

### **Part 3. Office of County Counsel**

- § 2-60. Office established
- § 2-61. Position created
- § 2-62. Appointment and compensation
- § 2-63. Removal
- § 2-64. Powers and duties

### **Part 4. Agricultural Commissioner-Sealer of Weights and Measures**

- § 2-70. Office established
- § 2-71. Position created
- § 2-72. Appointment and compensation
- § 2-73. Removal
- § 2-74. Powers and duties

### **Part 5. Public Defender**

- § 2-80. Office established
- § 2-81. Position created
- § 2-82. Appointment and compensation
- § 2-83. Qualifications
- § 2-84. Powers and responsibilities

**Part 6. Public Administrator**

- § 2-90. Office established
- § 2-91. Position created
- § 2-92. Appointment and compensation
- § 2-93. Authority and duties

**Part 7. Public Guardian**

- § 2-100. Office established
- § 2-101. Position created
- § 2-102. Appointment and compensation
- § 2-103. Bond or government crime insurance policy
- § 2-104. Authority and duties

**Part 8. Department of Health and Social Services**

- § 2-110. Office established
- § 2-111. Position created
- § 2-112. Appointment and compensation
- § 2-113. Authority and duties

**Part 9. Registrar of Voters**

- § 2-120. Office established
- § 2-121. Position created
- § 2-122. Appointment and compensation
- § 2-123. Duties

**Part 10. Department of Transportation**

- § 2-130. Office established
- § 2-131. Position created
- § 2-132. Appointment and compensation
- § 2-134. Authority and duties

**Part 11. Department of Resource Management**

- § 2-140. Office established
- § 2-141. Position created
- § 2-142. Appointment and compensation
- § 2-143. Authority and duties

**Part 12. Department of Information Technology**

- § 2-150. Office established
- § 2-151. Position created
- § 2-152. Appointment and compensation

**Part 13. County Free Library**

- § 2-160. Office established
- § 2-161. Position created
- § 2-162. Appointment and compensation
- § 2-163. Qualifications
- § 2-164. Powers and duties

**Part 14. Department of Child Support Services**

- § 2-170. Office established
- § 2-171. Position created
- § 2-172. Appointment and compensation
- § 2-173. Authority and duties

**Part 15. Veterans Service Office**

- § 2-180. Office established
- § 2-181. Position created
- § 2-182. Appointment and compensation
- § 2-183. Authority and duties

**DIVISION 4. OFFICERS APPOINTED BY THE COUNTY ADMINISTRATOR**

**Part 1. Department of General Services**

- § 2-190. Office established
- § 2-191. Position created
- § 2-192. Appointment and compensation
- § 2-193. Authority and duties

**Part 2. Department of Human Resources**

- § 2-200. Office established
- § 2-201. Position created
- § 2-202. Appointment and compensation
- § 2-203. Authority and duties
- § 2-204. Employment policies and practices

**DIVISION 5. OFFICERS APPOINTED BY PERSONS OTHER THAN THE BOARD OF SUPERVISORS OR THE COUNTY ADMINISTRATOR**

**Part 1. Department of Probation**

- § 2-300. Office established
- § 2-301. Position created
- § 2-302. Appointment and compensation
- § 2-303. Authority and duties

**Part 2. County Surveyor**

- § 2-310. Office established
- § 2-311. Position created
- § 2-312. Appointment and compensation

**ARTICLE III. BOARDS AND COMMISSIONS**

**DIVISION 1. SOLANO COUNTY ASSESSMENT APPEALS BOARD**

- § 2-400. Board established
- § 2-401. Composition
- § 2-402. Compensation
- § 2-403. Counsel

**DIVISION 2. JUVENILE JUSTICE/DELINQUENCY PREVENTION COMMISSION**

- § 2-500. Commission established
- § 2-501. Purpose
- § 2-502. Compensation
- § 2-503. Funds
- § 2-504. Staff

**DIVISION 3. AIRPORT LAND USE COMMISSION**

- § 2-600. Commission established
- § 2-601. Composition, appointment and qualifications
- § 2-602. Term of office
- § 2-603. Compensation
- § 2-604. Officers, voting and staff
- § 2-605. Powers and duties

**DIVISION 4. CIVIL SERVICE COMMISSION**

- § 2-700. Commission established
- § 2-701. Purpose
- § 2-702. Composition, appointment and removal
- § 2-703. Compensation
- § 2-704. Staff

**DIVISION 5. PLANNING COMMISSION**

- § 2-800. Commission established
- § 2-801. Composition, appointment and term of office
- § 2-802. Compensation
- § 2-803. Tie votes

## **ARTICLE IV. GRAND JURY**

§ 2-900. Grand jurors' compensation for services

## **ARTICLE I. IN GENERAL**

### **DIVISION 1. MISCELLANEOUS**

#### **Sec. 2-01. Hours of operation of county offices**

*With the exception of those departments providing emergency services, or except as otherwise provided by a resolution adopted by the board of supervisors, all county offices and departments shall remain open for the transaction of business in the county continuously from 8:00 a.m. until 5:00 p.m. of each day, except Saturdays, Sundays, legal holidays and declared holidays.*

#### **Sec. 2-02. Appointments**

*Except as otherwise provided by law, the board of supervisors may appoint any person to any board or commission for an unlimited number of terms.*

#### **Sec. 2-03. Judicial review of decisions**

*The provisions of Code of Civil Procedure sections 1094.5 and 1094.6 shall apply to judicial review of the final decisions of the board of supervisors and of all commissions, boards, officers, or agents of the county.*

#### **Sec. 2-04. Procedure for sale or lease of real property of county**

*There is prescribed a procedure for the sale or lease of any real property belonging to the county, such procedure to be identical in all respects with the procedures set forth in Government Code sections 25526 to 25535 and 25537; except that the resolution of intention to sell or lease real property shall fix a time and place for a public session to be held before the county administrator or his or her duly authorized agent who shall, at that time and place, open, examine, and declare all sealed proposals received and conduct oral bidding and certify the results to the board of supervisors for acceptance of the highest proposal or rejection of all bids and; except that leases of a duration not exceeding 10 years and having an estimated monthly rental of not exceeding \$10,000 may be excluded from the bidding procedure. If a lease is excluded from the bidding procedure, the actual monthly rental and the executed lease shall not exceed \$10,000, the term of the executed lease shall not exceed 10 years and the lease shall not be renewable.*

#### **Sec. 2-05. Board of Supervisors' salaries and benefits**

*(a) Each member of the board of supervisors will receive as annual compensation for services rendered as supervisor a sum equal to fifty-three percent (53%) of the annual salary paid to superior court judges as prescribed by the legislature. The compensation for services rendered will be payable bi-weekly.*

(b) Each member of the board of supervisors will receive benefits commensurate with the Executive Management personnel, except administrative leave.

(c) When required to travel in the performance of his or her duties and when such travel is made in other than a county vehicle, each supervisor shall be entitled to a mileage reimbursement and vehicle allowance as determined by the board of supervisors. Each supervisor shall be allowed actual costs for expenses incurred in such travel.

**Sec. 2-06. Training of newly elected supervisors**

(a) Under the provisions of Government Code section 25208.4, the board of supervisors authorizes the expenditure of funds for the training and orientation of supervisors elect who have not yet assumed the office to which they have been elected, providing, that sufficient funds are currently available in the appropriate budget. Such expenditures are authorized for course fees, travel and per diem expenses, course materials, and consultant services.

(b) The training and orientation shall only be provided if requested by the supervisor elect.

**Sec. 2-07. Use of the Seal of Solano County**

(a) The Seal of Solano County may be used to identify county property, on the official stationery of the county and its officials, and for no other county purposes. It shall not be used to authenticate county legal documents, as that will continue to be the function of the Seal of the Board of Supervisors.

(b) No person shall use or allow to be used any reproduction or facsimile of the county seal as follows: maliciously, commercially, or falsely representing a county action or official. Such misuse is a misdemeanor.

**Sec. 2-08. Claims against the county**

(a) This section is enacted pursuant to California Constitution, article XI, section 7 and Government Code section 935.

(b) All claims against the County for money or damages, not otherwise governed by the California Tort Claims Act, Government Code section 900 et seq., or another state law (collectively "claims"), shall be presented within the time and in the manner prescribed by Government Code section 900 et seq., as amended, for claims to which those sections apply by their own terms, and as further provided by this section; provided, however, that notwithstanding Government Code section 911.2, all claims governed by this ordinance shall be presented to the County not later than one (1) year after the accrual of the cause of action. For purposes of this section, claims against the County shall include, but not be limited to, any and all claims for refund of taxes, assessments, fees, rates, charges, or any other exactions.

(c) All claims shall be made in writing and verified by the claimant or by his or her guardian, conservator, executor, or administrator. No claim may be filed on behalf of a class of persons unless verified by every member of that class as required

by this subsection. All claims must contain the information required by Government Code section 910, as amended.

(d) In accordance with Government Code sections 935(b) and 945.6, all claims shall be presented and acted upon by the County prior to the filing of any action on such claims, and no claim may be maintained by any person who has not complied with the requirements of this section.

(e) Any action brought against the County upon any claim shall conform to the requirements of Government Code sections 940 to 949, and any action brought against any employee of the County shall conform to the requirements of Government Code sections 950 and 951.

## **ARTICLE II. COUNTY OFFICES AND OFFICERS**

### **DIVISION 1. GENERALLY**

#### **Sec. 2-20. Offices of agricultural commissioner and sealer of weights and measures consolidated**

The offices of agricultural commissioner and sealer of weights and measures are consolidated into the office of agricultural commissioner-sealer of weights and measures.

#### **Sec. 2-21. Offices of assessor and recorder consolidated**

The offices of assessor and recorder are consolidated into the office of assessor-recorder.

#### **Sec. 2-22. Offices of sheriff and coroner consolidated**

The offices of sheriff and coroner are consolidated into the office of sheriff-coroner.

#### **Sec. 2-23. Offices of treasurer and tax collector-county clerk consolidated**

The offices of treasurer and tax collector-county clerk are consolidated into the office of treasurer-tax collector-county clerk.

#### **Sec. 2-24. Qualifications and continuing education requirements for auditor-controller**

No person shall be elected or appointed to the office of county auditor-controller unless the person meets the qualifications set forth in and complies with Government Code sections 26945 and 26945.1, or their successors.

**Sec. 2-25. Qualifications, continuing education requirements and investment authority of treasurer-tax collector-county clerk**

(a) No person shall be elected or appointed to the offices of county treasurer-tax collector-county clerk, county treasurer-tax collector, county treasurer or county tax collector unless that person meets the qualifications set forth in and complies with Government Code sections 27000.7, 27000.8 and 27000.9, or their successors.

(b) The county treasurer-tax collector-county clerk, county treasurer-tax collector or county treasurer ("county treasurer") is delegated the authority to invest or reinvest the funds of the county and the funds of other depositors in the county treasury, pursuant to Government Code section 53600 et seq. The county treasurer will assume full responsibility for such transactions. On or before March 1 of each year, the board of supervisors will review its annual delegation of authority and may renew it by resolution, revoke it by ordinance, or decide not to renew it as provided in Government Code sections 27000.1 and 53607, or their successors.

**DIVISION 2. ELECTED OFFICERS**

**Sec. 2-30. Elected officers**

The county officers of assessor-recorder, auditor-controller, district attorney, sheriff-coroner, tax collector-treasurer-county clerk are filled by countywide election.

**Sec. 2-31. Elected officers entitled to longevity compensation**

Elected officers are entitled to receive longevity pay, as established and defined in the Solano County Personnel and Salary Resolution. The years of service accrued while in elective office shall be included in determining years of service for purposes of establishing eligibility for longevity compensation.

**Sec. 2-32. Longevity upon return to non-elected county position by a former elected officer**

Any county employee whose continuous service is interrupted by service in an elective County office, and who thereafter returns to a non-elective position with the County, without a break in service, shall have all years before and after service in the elective office included in determining years of service for purposes of establishing eligibility for longevity compensation.

**DIVISION 3. OFFICERS APPOINTED BY THE BOARD OF SUPERVISORS**

**Part 1. Office of County Administrator**

**Sec. 2-40. Office established**

The office of county administrator is established.

**Sec. 2-41. Position created**

*The position of county administrator is created. The county administrator is a county officer not subject to the county civil service system. No provision of this division is intended to, nor shall it vest in the county administrator any right, duty or responsibility now conferred by law on any other officer, department head or employee of the county.*

**Sec. 2-42. Appointment and compensation**

(a) *The county administrator shall:*

(1) *Be chosen upon the basis of knowledge and skills in public administration, demonstrated administrative ability, and knowledge of public budgeting, personnel, finance, and organization. This requirement may normally be met by a combination of education and experience equal to a master's degree plus five or more years' experience in a highly responsible administrative or supervisory position in a public agency.*

(2) *Be appointed by, and serve at the pleasure of the board of supervisors, and may be removed from office by majority vote of the board of supervisors upon 90 days' written notice of such removal; except that the county administrator shall not be removed during the first 120 days following any change in membership of the board of supervisors except upon four-fifths vote of the board of supervisors. Such notice of removal shall be given at a regular meeting of the board. The board may also relieve the county administrator of his or her duties during the period.*

(b) *The board of supervisors shall establish the salary of the county administrator and be paid by the auditor-controller in the same manner as the salaries of the other county employees. The county administrator is granted and is entitled to a county car or mileage allowance in an amount adopted by the board of supervisors, all actual and necessary budgeted expenses for conducting county business, dues and expenses to participate in state and national professional organizations of benefit to the county, and all other benefits conferred upon management and miscellaneous county employees.*

**Sec. 2-43. Administrative powers and duties**

(a) *The county administrator is the chief administrative officer of the county and is responsible to the board of supervisors for the proper and efficient administration of all county offices, departments, institutions and special districts under the jurisdiction of the board of supervisors. To this end, the county administrator shall have those powers and duties set forth in this division and as reasonably implied, and shall be authorized to assign or delegate the administration of these duties to any department or person under the board's control, subject to the limitations imposed by law.*

(b) *The board of supervisors and its members shall deal with the administrative services only through the county administrator's office, except for the purpose of inquiry.*

**Sec. 2-44. General administration**

*The county administrator shall:*

*(a) Administer and enforce policies established by the board of supervisors; and promulgate rules and procedures as necessary to implement board policies.*

*(b) Refer policy matters and other matters beyond the county administrator's authority to resolve to the board of supervisors for determination, direction, or authorization.*

*(c) Represent the board of supervisors in the county's intergovernmental relationships under board policies and instructions; and when directed, represent the board in dealing with individuals or groups concerned with county affairs.*

*(d) Attend all meetings of the board of supervisors, except when excused; and when directed, attend meetings of commissions and committees established by the board of supervisors.*

*(e) Supervise preparation of the agenda; evaluate departmental and other submitted requests, and make recommendations to the board on all agenda items; propose necessary revisions to the code with the county counsel; and report to the board on county matters as needed.*

*(f) Implement the county's legislative advocacy program, including both the initiation of legislation that will benefit the county and county administration, and the analysis of proposed state and federal legislation; recommend positions on proposed legislation; and review all department head requests for legislation.*

*(g) Subject to the limitations and procedures established by state law, negotiate, or supervise the negotiation of, and execute contracts that the board, through budget adoption, has approved for the board of supervisors; and administer all county contracts and insure their faithful performance.*

*(h) Conduct continuous research in administrative practices to achieve greater efficiency and economy in county government; and develop and recommend to the board of supervisors long-range plans to improve county operations and to prepare for future county growth and development.*

*(i) Be the incident commander for emergency services under the provisions of Chapter 7; exercise control of county government in extreme emergencies when there is insufficient opportunity for the board of supervisors to act; and hire necessary extra personnel and purchase necessary equipment and supplies to meet such emergencies.*

*(j) Be the clerk of the board of supervisors for the county and perform all the duties prescribed by law for the county clerk, as ex officio clerk of the board of supervisors, or for the clerk of the board of supervisors; and perform all duties of the county clerk under the provisions of the California Environmental Quality Act, including but not limited to, the Notice of Determination of provisions of Public Resources Code section 21152.*

**Sec. 2-45. Budgetary matters**

*The county administrator shall:*

*(a) Develop budget instructions and policies, revenue estimates, and departmental budget targets to guide departments in budget preparation.*

*(b) Recommend to the board of supervisors an annual county operating budget based on revenue projections, budget targets and proposed goals, objectives, work programs and projects developed by the various departments.*

*(c) Recommend to the board of supervisors a proposed capital budget based upon long-range plans for acquiring, constructing, or improving buildings, roads, and other county facilities; and make recommendations to the board on the acquisition and disposition of real property, except for county roads, easements, and rights-of-ways, which shall be the responsibility of the director of transportation.*

*(d) Establish a control system or systems to assure that the various county departments and other agencies under the jurisdiction of the board of supervisors are operating within their respective budgets; make recommendations to the board regarding requests for unforeseen and unbudgeted expenditures; approve fund transfers and budget revisions within appropriations, including additional fixed assets in accordance with Government Code section 29125, and make recommendations to the board for fund transfer requests which require board action under state law; and establish policies for acquiring additional or replacement fixed assets.*

*(e) Establish a budgetary allotment system and such other expenditure controls which are necessary or desirable, and may authorize department heads to approve fund transfers except those requiring approval of the board of supervisors under state law.*

*(f) Keep the board of supervisors informed of the financial status of the county and of other matters of major significance which affect the county.*

**Sec. 2-46. Supervision of departments**

*The county administrator shall:*

*(a) Supervise the performance of county departments, within the limitations established by state law or the board of supervisors, by directing the establishment of standards, goals and objectives for quality and quantity of departmental performance and the measure of the performance of individual departments against those standards and goals; and assign projects and scrutinize departmental expenditures to assure that they are necessary and proper.*

*(b) Evaluate all proposed departmental programs and recommend those to the board of supervisors that he or she feels should be approved or modified; and periodically evaluate existing departmental programs and recommend changes to the board when they are indicated.*

(c) Evaluate departmental organization on a continuous basis, subject to the limitations of state law or the directives of the board of supervisors; initiate changes in directives of the board; initiate changes in interdepartmental organization, structure, duties or responsibilities when warranted, including authorizing the transfer of equipment between departments; assign space to county departments in county facilities, and authorize budgeted out-of-county travel and in-county business expense in accordance with rules and regulations based upon policies established by the board; and recommend to the board the transfer of positions between departments and the consolidation or combining of county offices, departments, positions or units.

(d) Evaluate department head performances and recommend compensation in accordance with demonstrated performance; and confer with department heads as necessary to discuss any shortcomings noted and to suggest remedial action.

(e) Appoint, transfer, discipline and dismiss any non-elective department head who is not appointed by the board of supervisors or who does not serve a fixed term of office; such department heads shall serve at the pleasure of and be appointed by the county administrator. In those cases where the county administrator is not the appointing authority under this division, the county administrator shall:

(1) Recommend to the board of supervisors the appointment of a qualified candidate to fill any vacancy occurring in a department head position; and

(2) Recommend to the board for its consideration and determination, the transfer, discipline, or dismissal of such department head, when appropriate.

(f) Assist department heads in solving problems which inhibit efficient operation within a department or creates friction between departments, when necessary or upon a department head's request.

(g) Provide management training and development leadership qualities among department heads to build a county management team that can plan for and meet future challenges.

## **Sec. 2-47. Employment policies and practices**

The county administrator shall:

(a) Review all requests to fill permanent and limited-term personnel positions to assure that the position is required and that salary funds are available; authorize advanced step recruitment upon recommendation by the director of human resources; and authorize and control the use of extra help and payment for overtime within available funds.

(b) Be responsible for orientation and training of new county supervisors, members of boards, commissions and committees, and new department heads.

## **Part 2. Clerk of the Board of Supervisors**

### **Sec. 2-50. Office established**

*The office of clerk of the board of supervisors is established.*

### **Sec. 2-51. Position created**

*The position of clerk of the board is created.*

### **Sec. 2-52. Appointment**

*The board of supervisors appoints the county administrator as the clerk of the board to serve at its will under Government Code section 25100.5.*

### **Sec. 2-53. Powers and duties**

*The clerk of the board of supervisors shall exercise the following duties and responsibilities:*

- (a) Perform those duties prescribed by law for the county clerk, as ex official clerk of the board of supervisors, or for the clerk of the board of supervisors.*
- (b) Prepare an annual budget for the board of supervisors.*
- (c) Perform such other duties prescribed by the board of supervisors.*

## **Part 3. County Counsel**

### **Sec. 2-60. Office established**

*The office of county counsel is established.*

### **Sec. 2-61. Position created**

*The position of county counsel is created.*

### **Sec. 2-62. Appointment and compensation**

*The board of supervisors shall appoint the county counsel to a four-year term from the time of appointment. The county counsel shall receive compensation and benefits as established by the board of supervisors.*

### **Sec. 2-63. Removal**

*The county counsel may only be removed during the term of office, for neglect of duty, malfeasance or misconduct of office, as provided for in Government Code section 27641(b), or by the proceedings set forth in section 27641(a).*

**Sec. 2-64. Powers and duties**

*The county counsel shall have those powers and duties prescribed by the provisions of Government Code sections 26529, 26530, 27642 and 27643.*

**Part 4. Agricultural Commissioner-Sealer of Weights and Measures**

**Sec. 2-70. Office established**

*The consolidated office of agricultural commissioner-sealer of weights and measures is established.*

**Sec. 2-71. Position created**

*The position of agricultural commissioner-sealer of weights and measures (agricultural commissioner) is created.*

**Sec. 2-72. Appointment and compensation**

*The board of supervisors shall appoint the agricultural commissioner. to a four-year term from the time of appointment. The agricultural commissioner shall receive compensation and benefits as established by the board of supervisors.*

**Sec. 2-73. Removal**

*The agricultural commissioner may only be removed during the term of office for neglect of duty, incompetence, or misconduct in office, as provided for in Food and Agriculture Code section 2181 et seq.*

**Sec. 2-74. Powers and duties**

*The agricultural commissioner shall have those powers and duties prescribed by the provisions of Food and Agriculture Code section 2271 et seq.*

**Part 5. Public Defender**

**Sec. 2-80. Office established**

*The office of public defender is established as authorized by Government Code section 27700.*

**Sec. 2-81. Position created**

*The position of public defender is created.*

**Sec. 2-82. Appointment and compensation**

*The board of supervisors shall appoint the public defender to serve at its will. The public defender shall receive compensation and benefits established by the board of supervisors.*

**Sec. 2-83. Qualifications**

*The minimum qualifications for appointment as public defender are:*

- (a) Admission to practice of law in the state;*
- (b) A minimum of five years full-time in the practice of the law, with major emphasis on criminal practice;*
- (c) Such other qualifications as may be additionally prescribed by minute order or resolution of the board.*

**Sec. 2-84. Duties and responsibilities**

*The public defender shall have all those duties and responsibilities prescribed by Government Code sections 27705, 27705.1 and 27706.*

**Part 6. Public Administrator**

**Sec. 2-90. Office established**

*The office of public administrator is established as authorized by Government Code section 24011(a).*

**Sec. 2-91. Position created**

*The position of public administrator is created.*

**Sec. 2-92. Appointment and compensation**

*The board of supervisors shall appoint the public administrator to serve at its will. The board of supervisors may appoint the same person to the offices of public administrator and public guardian as authorized by Government Code section 24011(b). The public administrator shall receive compensation and benefits as established by the board of supervisors.*

**Sec. 2-93. Authority and duties**

*Probate Code section 7600 et seq., or its successors, and all other applicable federal, state or local laws and regulations establish the authority and duties of the public administrator.*

## **Part 7. Public Guardian**

### **Sec. 2-100. Office established**

*The office of public guardian is established as authorized by Government Code section 27430.*

### **Sec. 2-101. Position created**

*The position of public guardian is created.*

### **Sec. 2-102. Appointment and compensation**

*The board of supervisors shall appoint the public guardian to serve at its will. The board of supervisors may appoint the same person to the offices of public administrator and public guardian as authorized by the Government Code section 24011(b). The public guardian shall receive compensation and benefits as established by the board of supervisors.*

### **Sec. 2-103. Bond or government crime Insurance policy required**

*The public guardian shall file an official bond in an amount fixed by a resolution of the board of supervisors, which bond shall inure to the joint benefit of the conservatorship, guardianship estates and the county, or the county may provide alternative coverage under a government crime insurance policy as authorized by Government Code section 1463.*

### **Sec. 2-104. Authority and duties**

*Probate Code sections 2940 through 2944, inclusive, and all other applicable state and federal laws, prescribe the authority and duties of the public guardian.*

### **Sec. 2-105. Public representative payee**

*The board of supervisors designates the public guardian as the public representative payee and to collect any fees authorized by the board of supervisors for public representative payee services as authorized by Government Code section 27436.*

## **Part 8. Department of Health and Social Services**

### **Sec. 2-110. Office established**

*The office of the department of health and social services is established.*

### **Sec. 2-111. Position created**

*The position of the director of health and social services is created.*

**Sec. 2-112. Appointment and compensation**

(a) *The board of supervisors shall appoint the director of health and social services. The director shall serve at the board of supervisors' will to the extent permitted by law, in particular Welfare and Institutions Code section 10801. The director shall receive compensation and benefits as established by the board of supervisors.*

(b) *The director is appointed as the public administrator and public guardian.*

**Sec. 2-113. Duties**

*The director shall perform the following duties:*

(a) *Advise and assist the board of supervisors in the administration of state and federal laws relative to Aid to Families with Dependent Children, Medi-Cal, Food Stamps, General Assistance, and other program-related assistance, and all state and federal laws and county ordinances relative to Child Protective Services and Adult Protective Services, general social and public welfare and relief, and to investigate such applications for and to report to the board of supervisors.*

(b) *Advise and assist the board of supervisors in the administration of state laws relative to county health, mental health, alcoholism and drug abuse functions.*

(c) *Those established for the offices of public administrator and public guardian.*

**Part 9. Registrar of Voters**

**Sec. 2-120. Office established**

*The office of registrar of voters is established as authorized by Government Code section 26802.5.*

**Sec. 2-121. Position created**

*The position of registrar of voters is created.*

**Sec. 2-122. Appointment and compensation**

*The board of supervisors shall appoint the registrar of voters to serve at its will. The registrar of voters shall receive compensation and benefits as established by the board of supervisors.*

**Sec. 2-123. Duties**

*The registrar of voters shall discharge all duties vested by law in the county elections official.*

## **Part 10. Department of Transportation**

### **Sec. 2-130. Office established**

*The office of the department of transportation is established.*

### **Sec. 2-131. Position created**

*The position of the director of transportation is created.*

### **Sec. 2-132. Appointment and compensation**

*The board of supervisors shall appoint the director of transportation to serve at its will. The county administrator shall be responsible for oversight of the director. The director shall receive compensation and benefits as established by the board of supervisors.*

### **Sec. 2-133. Authority and duties**

*The laws of the state and the county shall establish the authority and duties of the director.*

## **Part 11. Department of Resource Management**

### **Sec. 2.140. Office established**

*The office of the department of resource management is established.*

### **Sec. 2.141. Position created**

*The position of the director of resource management is created.*

### **Sec. 2-142. Appointment and compensation**

*(a) The board of supervisors shall appoint the director of resource management to serve at its will. The county administrator shall be responsible for oversight of the director. The director shall receive compensation and benefits as established by the board of supervisors.*

*(b) The director is appointed as the director of transportation and as the zoning administrator.*

### **Sec. 2-143. Authority and duties**

*Government Code sections 65100 and 65103 and all applicable federal, state and county laws shall establish the authority and duties of the department, including without limitation, the administration of county parks and the functions of planning and land use and solid waste, building permitting and inspection and code compliance, environmental health, hazardous materials and sanitation. As assigned by the director, these responsibilities may be administered by a division head.*

## **Part 12. Department of Information Technology**

### **Sec. 2,150. Office established**

*The office of the department of information technology is established.*

### **Sec. 2.151. Position created**

*The position of chief information officer is created, who shall be responsible for the oversight and provision of technological services for the county.*

### **Sec. 2-152. Appointment and compensation**

*(a) The board of supervisors shall appoint the chief information officer to serve at its will. The county administrator shall be responsible for oversight of the chief information officer. The chief information officer shall receive compensation and benefits as established by the board of supervisors.*

*(b) The chief information officer is appointed as the registrar of voters.*

## **Part 13. County Free Library**

### **Sec. 2-160. Office established**

*The office of county free library is established.*

### **Sec. 2-161. Position created**

*The position of county librarian is created, who is designated as the director of library services.*

### **Sec. 2-162. Appointment and compensation**

*The board of supervisors shall appoint the director of library services as authorized by Education Code section 19140. The director shall serve at the board of supervisors' will to the extent permitted by law, in particular Education Code section 19141. The director shall receive compensation and benefits as established by the board of supervisors.*

### **Sec. 2-163. Qualifications**

*No person shall be appointed to the position of director unless that person possesses both of the following qualifications:*

*(a) Graduation from a graduate library school program accredited by the American Library Association.*

*(b) Demonstrated knowledge of principles and practices of public administration, including county government, and of the laws applicable to library service in the state.*

**Sec. 2-164. Powers and duties**

*The director shall, subject to the general rules adopted by the board of supervisors, build up and manage, according to accepted principles of library management, a library for the use of the people of the county, and shall determine what books and other library equipment shall be purchased.*

**Part 14. Department of Child Support Services**

**Sec. 2-170. Office established**

*The office of the department of child support services is established as a county department as authorized by Family Code section 17304.*

**Sec. 2-171. Position created**

*The position of the director of child support services is created.*

**Sec. 2-172. Appointment and compensation**

*The board of supervisors shall appoint the director to serve at its will. The director shall receive compensation and benefits as established by the board of supervisors.*

**Sec. 2-173. Authority and duties**

*(a) The director shall administer the department and carry out general policies of the board of supervisors, and shall plan, organize, and direct all activities of the department in accordance with state and county laws and regulations.*

*(b) The director shall be responsible for promptly and effectively establishing, modifying and enforcing child support obligations, including medical support, enforcing spousal support orders established by a court of competent jurisdiction, and determining paternity in cases of child born out of wedlock, as specified in Family Code section 17400, including all further responsibilities delegated to a local child support agency, pursuant to Division 17 (commencing with Family Code section 17000). No other local agency shall have any authority over the department as to any function relating to its Title IV-D of the Federal Social Security Act obligations, as prescribed by Family Code section 17303.*

**Part 15. County Veterans Service Office**

**Sec. 2-180. Office established**

*The office of county veterans service office is established.*

**Sec. 2-181. Position created**

*The position of veterans service officer is created, who is designated as the director of veterans services.*

**Sec. 2-182. Appointment and compensation**

*The board of supervisors shall appoint the director of veterans services to serve at its will. The director shall receive compensation and benefits as established by the board of supervisors.*

**Sec. 2-183. Authority and duties**

*The director shall have those powers and duties set forth in Military and Veterans Code sections 970 through 974, and under all applicable federal, state and county law.*

**DIVISION 4. OFFICERS APPOINTED BY THE COUNTY ADMINISTRATOR**

**Part 1. Department of General Services**

**Sec. 2-190. Office established**

*The office of the department of general services is established.*

**Sec. 2-191. Position created**

*The position of the director of general services is created.*

**Sec. 2-192. Appointment and compensation**

*The county administrator shall appoint the director of general services to serve at his or her will. The director shall receive compensation and benefits as established by the board of supervisors.*

**Sec. 2-193. Authority and duties**

*The authority and duties of the director of general services shall be established by policies adopted by the board of supervisors, and all applicable laws of the state and county. The general services department shall include the administration of the Nut Tree Airport and the functions of architectural services and capital projects, central services and purchasing, facilities operations and building and grounds maintenance, fleet management and property management. As assigned by the director, these responsibilities may be administered by a division head.*

**Part 2. Department of Human Resources**

**Sec. 2-200. Office established**

*The office of the department of human resources is established.*

**Sec. 2-201. Position created**

*The position of the director of human resources is created.*

**Sec. 2-202. Appointment and compensation**

*The county administrator shall appoint the director of human resources to serve at his or her will. The director shall receive compensation and benefits as established by the board of supervisors.*

**Sec. 2-203. Authority and duties**

*The authority and duties of the director of human resources shall be as established by the applicable state and county law. The responsibilities specifically include personnel management, insurance and risk management, and employee benefits.*

**Sec. 2-204. Employment policies and practices**

*Subject to the limitations of the civil service ordinance, the director of human resources shall administer labor and employee relations, classifications, recruitment, selection and training, and other performance programs.*

**DIVISION 5. OFFICERS APPOINTED BY PERSONS OTHER THAN THE BOARD OF SUPERVISORS OR THE COUNTY ADMINISTRATOR**

**Part 1. Department of Probation**

**Sec. 2-300. Office established**

*The office of the department of probation is established.*

**Sec. 2-301. Position created**

*The position of chief probation officer is created.*

**Sec. 2-302. Appointment and compensation**

*Solano County and the Solano County Superior Court shall negotiate a memorandum of understanding detailing a process for the selection, appointment, evaluation and removal of a single chief probation officer responsible for overseeing both adult and juvenile probation functions as required by law. Upon selection of the chief probation officer, the county shall negotiate a contract for employment, which shall include salary and benefits. The chief probation officer serves at will.*

**Sec. 2-303. Authority and duties**

*The chief probation officer shall exercise all authority and undertake all duties as mandated by state and federal law.*

## **Part 2. County Surveyor**

### **Sec. 2-310. Office established**

*The office of county surveyor is established.*

### **Sec. 2-311. Position created**

*The position of county surveyor is created.*

### **Sec. 2-312. Appointment and compensation**

*The director of transportation shall appoint the county surveyor to serve at his or her will as authorized by Government Code section 27550.2. The county surveyor shall receive compensation and benefits as established by the board of supervisors.*

## **ARTICLE III. BOARDS AND COMMISSIONS**

### **DIVISION 1. SOLANO COUNTY ASSESSMENT APPEALS BOARD**

#### **Sec. 2-400. Board established**

*As authorized by California Constitution, article XIII, section 16 and implemented by the Legislature (Revenue and Taxation Code sections 1601-1645.5) and the State Board of Equalization (Cal. Code Regs., tit. 18, §§ 301-326), there is established the Solano County Assessment Appeals Board for the purpose of equalizing the values of all property on the local assessment roll by adjusting individual assessments.*

#### **Sec. 2-401. Composition**

*The assessment appeals board shall consist of three members appointed by the board of supervisors at large from residents of Solano County. Approval of each member shall be by a majority vote. The board of supervisors shall appoint at least two (2) alternate members. Members shall have the minimum qualifications as set forth in Revenue and Taxation Code section 1624.05 et seq., or their successors.*

#### **Sec. 2-402. Compensation**

*Members and alternates of the board shall be compensated for attendance at regular and special meetings, and for mileage reimbursement at a rate to be established by the board of supervisors.*

#### **Sec. 2-403. Counsel**

*The office of county counsel shall serve as legal counsel to the board.*

**DIVISION 2. JUVENILE JUSTICE/DELINQUENCY PREVENTION  
COMMISSION**

**Sec. 2-500. Commission established**

*A delinquency prevention commission is established. The Juvenile Justice Commission is designated as the Delinquency Prevention Commission, to be known as the Juvenile Justice/Dependency Prevention Commission as authorized by Welfare and Institutions Code section 233.*

**Sec. 2-501. Purpose**

*The purpose of the commission is to coordinate, on a county-wide basis, the work of those governmental and nongovernmental organizations engaged in activities designed to prevent juvenile delinquency.*

**Sec. 2-502. Compensation of members**

*Members of the commission shall be reimbursed for their actual and necessary expenses incurred in the performance of their duties, which reimbursement shall not exceed budgetary limits set by the board of supervisors.*

**Sec. 2-503. Funds**

*The commission may receive funds from governmental and nongovernmental sources to hire an executive secretary and necessary staff, and to defray needed administrative expenses. The commission may expend its funds on specified projects designed to accomplish its objectives.*

**Sec. 2-504. Staff**

*The probation department shall provide necessary staff services to the commission.*

**DIVISION 3. AIRPORT LAND USE COMMISSION.**

**Sec. 2-600. Commission established**

*There is established a Solano County Airport Land Use Commission, which is designated under Public Utilities Code section 21670.1(a) as the body to assume the planning responsibilities of an airport land use commission, as provided for in Division 9, Part 1, Chapter 4, Article 3.5 of the Public Utilities Code.*

**Sec. 2-601. Membership, appointment and qualifications**

*The commission shall consist of nine members, to be selected as follows:*

*(a) Five county members, one residing in each supervisorial district appointed by the Board of Supervisors, subject to the right of the board of supervisors to remove any member at its pleasure.*

(b) Four city members appointed by the City Selection Committee comprised of the mayors of all cities within the county, subject to the right of the City Selection Committee to remove any member at its pleasure. Such appointments shall be made as follows: one representative for the City of Fairfield, one representative for the City of Vacaville, one representative for the City of Rio Vista, and one representative for the City of Suisun City.

(c) At least three of the county members, selected under subdivision (a), and at least two of the city members, selected under subdivision (b), shall have expertise in aviation, as defined in Public Utilities Code section 21670(e).

(d) Members or appointing bodies shall not appoint alternate or proxy members. If a member is unable to attend one or more meetings, that member may be replaced by the appointing body.

**Sec. 2-602. Term of office**

(a) Notwithstanding the residency requirements described in Section 2-601, subdivision (a), the initial members of the commission shall be the members of the Solano County Aviation Advisory Committee, as that committee existed on July 1, 2004, who shall serve as an initial member of the commission for the remainder of the term for which he or she was appointed to the Aviation Advisory Committee, unless such member resigns, is removed by the appointing authority, or is otherwise unable to complete the term of appointment.

(b) Thereafter, the term of office for each member shall be four years and until the appointment and qualification of his or her successor. The body which originally appointed a member whose term has expired shall appoint his or her successor for a full term of four years. Any member may be removed at any time and without cause by the body appointing him or her. The expiration date of the term of office of each member shall be the first Monday in May of the year in which his or her term is to expire. Any vacancy in the membership of the commission shall be filled for the unexpired term by the appointing body which originally appointed the member whose office becomes vacant.

**Sec. 2-603. Compensation**

Commission members shall be reimbursed for their actual and necessary expenses incurred in the performance of their duties and may receive a meeting allowance, if established by the board of supervisors.

**Sec. 2-604. Officers, voting and staff**

(a) The commission shall elect a chairperson and vice-chairperson from its members at the first meeting following the first Monday in May, who shall serve for one year and thereafter, until a successor is elected.

(b) The commission shall meet at the call of the chairperson or at the request of the majority of the commission members. A majority of the commission members shall constitute a quorum for the transaction of business. No action shall be taken by the commission except by the recorded vote of a majority of the full membership. Voting by proxy shall not be allowed.

(c) *The director of the resource management department shall serve as the clerk of the commission and may appoint one or more deputies to perform such duties. The clerk shall provide staff assistance to the commission, including the mailing of notices and the keeping of minutes, and necessary quarters, equipment, and supplies.*

(d) *The commission shall not employ any personnel either as employees or independent contractors without prior approval of the board of supervisors.*

**Sec. 2-605. Powers and duties**

(a) *Under Public Utilities Code section 21674, and subject to the limitations on its jurisdiction set forth in Public Utilities Code section 21676, the commission shall have the following powers and duties:*

(1) *To assist local agencies in ensuring compatible land uses in the vicinity of all new airports and in the vicinity of existing airports to the extent that the land in the vicinity of those airports is not already devoted to incompatible uses.*

(2) *To coordinate planning at the state, regional, and local levels so as to provide for the orderly development of air transportation, while at the same time protecting the public health, safety, and welfare.*

(3) *To prepare and adopt an airport land use compatibility plan for public and military airports within Solano Count, under Public Utilities Code section 21675.*

(4) *To review the plans, regulations, and other actions of local agencies and airport operators under Public Utilities Code section 21676.*

(b) *The powers of the commission shall in no way be construed to give it jurisdiction over the operation of any airport.*

**DIVISION 4. CIVIL SERVICE COMMISSION**

**Sec. 2-700. Commission established**

*A civil service commission is established as authorized by Government Code section 31110 et seq. and the provisions of Chapter 20 of this code.*

**Sec. 2-701. Purpose**

*The purpose of the civil service commission is to carry out those functions assigned to it by the by the provisions of Chapter 20 of this code.*

**Sec. 2-702. Composition, appointment and removal**

(a) *The civil service commission shall consist of five members. One member shall be appointed from each supervisorial district and the appointment shall be ratified by a majority of the board members. The term of office of each member shall be for four years and the terms shall be staggered, with two terms expiring at one time, and three terms expiring two years thereafter.*

(b) *The board of supervisors may remove a member of the commission for cause by a majority vote, but only after informing the member, in writing, of its reason, and providing the member an opportunity to be heard in the member's own defense.*

**Sec. 2-703. Compensation**

*Members shall be reimbursed for their actual and necessary expenses incurred in the performance of their duties, health and life insurance benefits, and shall receive a meeting allowance, all as established by the board of supervisors.*

**Sec. 2-704. Staff**

*The human resources department shall provide necessary staff services to the civil service commission.*

**DIVISION 5. PLANNING COMMISSION**

**Sec. 2-800. Commission established**

*A planning commission is established as authorized by Government Code sections 65100, 65101 and 65102.*

**Sec. 2-801. Composition, appointment and term of office**

(a) *The planning commission shall consist of five members. One member shall be appointed from each supervisorial district and the appointment shall be ratified by a majority of the board members.*

(b) *The term of office of each commission member shall be four years and not more than three members shall be appointed at the same time. Appointments shall run from the first day of February in odd-numbered years.*

(c) *Any vacancy in the membership of the commission shall be filled for the unexpired term by appointment by the supervisor who originally nominated the member whose office became vacant or the supervisor's successor, subject to ratification by the board of supervisors.*

**Sec. 2-802. Compensation**

*Members of the commission shall be reimbursed for their actual and necessary expenses incurred in the performance of their duties, health and life insurance benefits, and shall receive a meeting allowance, all as established by the board of supervisors.*

**Sec. 2-803. Tie votes**

*Matters presented to the planning commission for decision shall be automatically referred to the board of supervisors for a decision in the event of a tie vote.*

**ARTICLE IV. GRAND JURY**

**Sec. 2-900. Grand jurors' compensation for services**

*Grand Jurors of Solano County shall receive the following compensation:*

*(a) Twenty dollars (\$20) a day for each day's attendance at general meetings, committee meetings, and committee approved investigative sessions, orientation sessions and training sessions. Grand jurors attending more than one meeting or session on a single day shall receive only twenty dollars (\$20).*

*(b) For attending eligible meetings and sessions, reimbursement at the rate provided to county employees for each mile actually traveled under the Solano County Travel Policy.*

*(c) For meals, including tips, reimbursement at the Internal Revenue Service per diem rate provided to county employees under the Solano County Travel Policy and Meal/Refreshment Policy.*

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*(Ord. No. 6; Ord. No. 7; Ord. No. 99; Ord. No. 167; Ord. No. 167; Ord. No. 176; Ord. No. 186; Ord. No. 250; Ord. No. 258; Ord. No. 295; Ord. No. 297; Ord. No. 299; Ord. No. 325; Ord., 329; Ord. No. 427; Ord. No. 458; Ord. No. 467; Ord. No. 680; Ord. No. 711; Ord. No. 721; Ord. No. 740; Ord. No. 773; Ord. No. 781; Ord. No. 828; Ord. No. 866; Ord. No. 879; Ord. No. 1082; Ord. No. 1098; Ord. No. 1108; Ord. No. 1133; Ord. No. 1141; Ord. No. 1155; Ord. No. 1158; Ord. No. 1161; Ord. 1165; Ord. No. 1184; Ord. No. 1186; Ord. No. 1205; Ord. No. 1215; Ord. No. 1235; Ord. No. 1241; Ord. 1248; (Ord. No. 1253; Ord. No. 1266; Ord. No. 1270; Ord. No. 1297; Ord. No. 1299; Ord. No. 1335; Ord. No. 1337; Ord. No. 1355; Ord. No. 1357; Ord. No. 1358; Ord. N. 1359; Ord. No. 1360; Ord. No. 1367; Ord. no. 1368; Ord. No. 1369; Ord. No. 1371; Ord. No. 1360; Ord. No. 1361; Ord. No. 1371; Ord. No. 1382; Ord. No. 1391; Ord. No. 1412; Ord. No. 1416; Ord. No. 1464; Ord. No. 1468; Ord. No. 1477; Ord. No. 1478; Ord. No. 1479; Ord. No. 1485; Ord. No. 1493; Ord. No. 1498; Ord. No. 1499; Ord. No. 1524; Ord. No. 1525; Ord. No. 1530; Ord. No. 1531; Ord. No. 1538; Ord. No. 1539; Ord. No. 1541; Ord. No. 1542; Ord. No. 1544; Ord. No. 1545; Ord. No. 1549; Ord. No. 1550; Ord. No. 1555; Ord. No. 1577; Ord. No. 1561; Ord. No. 1598; Ord. No. 1602; Ord. No. 1611; Ord. No. 1612; Ord. NO. 1617; Ord. No. 1626; Ord. No. 1629; Ord. No. 1636; Ord. No. 1642; Ord. No. 1661; Ord. No. 1671; Ord. No. 1681; Ord. No. 1684.)*

**Section 5.** This ordinance will take effect thirty (30) days after its adoption.

**Section 6.** A summary of this ordinance will be published within fifteen (15) days after its adoption in the Fairfield Daily Republic, a newspaper of general circulation in Solano County.

Passed and adopted by the Solano County Board of Supervisors on July 28, 2015 by the following votes:

AYES: Supervisors: \_\_\_\_\_  
\_\_\_\_\_

NOES: Supervisors: \_\_\_\_\_

EXCUSED: Supervisors: \_\_\_\_\_

\_\_\_\_\_  
ERIN HANNIGAN, Chairwoman  
Solano County Board of Supervisors

Ordinance No. 2015 - \_\_\_\_\_

Attest:  
BIRGITTA E. CORSELLO, Clerk  
Solano County Board of Supervisors

By: \_\_\_\_\_  
Jeanette Bellinder, Chief Deputy Clerk

**\*Additions indicated by italics**

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