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# COUNTY OF SAN DIEGO, CALIFORNIA
# BOARD OF SUPERVISORS POLICY

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Purpose

To establish a Sunset evaluation process for ordinances, policies and resolutions related to County Programs.

Background

The term "Sunset" refers to the designation of review process on legislative actions. Thus, there is an "action forcing mechanism", that requires evaluation and reconsideration by legislators of all legislative actions on a routine, scheduled basis. On December 13, 1977 (103) the Board of Supervisors approved the application of a Sunset Review process to County ordinances and policies. This policy provides for the implementation of this Sunset process.

Policy

It is the policy of the Board of Supervisors that the following shall apply:

A. Establishment of Sunset Review

Sunset Review shall be applied to all County ordinances, policies and resolutions adopted by the Board of Supervisors as follows:

Since most County ordinances and Board Policies are compiled in specific codes or volumes, Sunset shall be applied to: (a) each Article of the Administrative Code; (b) each Title of the County Code of Regulatory Ordinances; (c) each Section of the Board of Supervisors Policy Manual; and (d) each individual uncodified ordinance or resolution.

B. Exceptions

1. One-time Actions. Resolutions honoring a person or event, or awarding a contract or a grant, or an ordinance consolidating elections on a specific date, shall not require Sunset.

2. Actions to Delete an Ordinance. Formal action to delete an ordinance, policy or resolution.

3. Actions which Require Extraordinary Processes. Certain ordinances, if re-enactment would require extraordinary processes, such as Environmental Impact Reports or Meet and Confer processes. These would be unnecessarily costly in the event the Board wishes simply to continue an existing ordinance, rather than to delete or revise it. Accordingly, Sunset shall not be applied to land use (general plan, zoning and subdivision ordinances, etc.) or personnel related ordinances (Compensation Ordinance and Civil Service Commission Rules).

4. Waivers. The Board of Supervisors may make exceptions to this policy and by minute order waive application of Sunset to specific ordinances, policies and resolutions as deemed appropriate.

C. Schedule of Sunset Review

The Sunset Review of all County policies, ordinances, and codes shall be submitted to the Board of Supervisors for review and approval on a seven-year cycle. The CAO shall establish and maintain the procedures and scheduling to ensure compliance with this policy.

D. Sunset

The responsibility for performing various processes involved in Sunset evaluation is as follows:

| Responsibility | | Process |
|---|---|---|
| Chief Administrative Officer | 1. | Develops and maintains Sunset Review schedules contained in the Administrative Manual; and assigns coordination of the review and citizen input process to appropriate County offices or organization unit. |
| Departments | 2. | Review ordinances and policies as scheduled and recommend to the CAO continuance, deletion or revision; and seeks Citizen Committee input, when appropriate. |
| Citizen Committees | 2a. | Provides comments to departments on staff recommendations. |
| CAO, with assistance of County Counsel | 3. | Provide recommendations including comments by Citizen Committees to Board of Supervisors. |
| Board of Supervisors | 4. | Determine to continue, delete or revise each policy and ordinance. |

E. Sunset Reference

1. Administrative Manual - Sunset Review - 0010-7

Sunset Date

This policy will be reviewed for continuance by 12-31-94.

Board Action

2-14-78 (5)
8-29-78 (58b)
10-30-84 (95)
5-10-88 (31)
6-20-89 (62)

CAO Reference

1. County Counsel