[MS-0398.035.008.007]

COUNTY OF SAN DIEGO

ADMINISTRATIVE MANUAL

| | | |
|---|---|---|
| **SUBJECT:** Sunset Review | Item Number | Page |
| **EFFECTIVE DATE:** May 1990 | 0010-7 | 1 of 16 |

## Purpose

To establish a Sunset Review process for ordinances, policies, and resolutions related to County programs.

## Background

The term "Sunset" refers to the designation of review process on legislative actions that requires evaluation and reconsideration by legislators on all legislative actions on a routine, scheduled basis.

## Policy

It is the policy of the Chief Administrative Officer that:

1. Sunset Review will be a cyclical on-going process involving review of all ordinances, policies and resolutions related to County programs.

2. Department heads will be responsible for insuring that those ordinances, policies and resolutions relevant to their respective departments are kept current.

3. Citizen committees, when appropriate, will provide input into policies, ordinances, and resolutions which impact their mission.

4. Sunset Review items will be presented to the Board in manageable increments for their approval.

## Procedure

Departments and CAO staff will fulfill the responsibilities and complete the process itemized in Attachment A. Sunset Review will be a seven-year cycle. Each year a specified number of items will be reviewed by County departments prior to the Chief Administrative Officer's (CAO) submittal to the Board for final approval.

The specific schedule for items to be reviewed is identified in Attachment B. Departments will commence review of their appropriate policies, ordinances and resolutions well in advance of the identified review period to ensure that items are finalized without delay before submittal to the CAO's office.

Reference

1. Board of Supervisors Policy A-76 Sunset.

2. Attachments A and B of Administrative Manual Section 0010-7.

Approved

Chief Administrative Officer

Responsible Department:

Chief Administrative Office

## ATTACHMENT A

## SUNSET REVIEW: RESPONSIBILITIES AND PROCESS

1. Overall Responsibilities

The responsibilities for performing the duties involved in Sunset Review includes the following:

**Board of Supervisors**

A. Determine to continue, delete or revise each reviewed code, policy or ordinance.

**CAO**

A. Maintain a schedule and a tracking system to insure that items are reviewed and presented to the Board of Supervisors in manageable increments, and in a timely manner.

B. Assign items to be reviewed to departments with primary reviewing responsibility.

C. Direct primary reviewing departments to begin reviews according to schedule.

D. Utilize the assistance of the Auditor and Controller, Financial Management, CAO Staff Officers and DCAO for Policy, Planning and Institutional Development to review items completed by departments with primary reviewing responsibility.

E. On a monthly basis and with the assistance from County Counsel, provide Sunset recommendations to the Board of Supervisors.

**Primary Reviewing Department**

A. Designate one individual in the department as a coordinator for Sunset activities and liaison to the CAO's office.

B. Has lead responsibility in coordinating the review process.

C. Review the Sunset item to insure that it is up to date and reflects current practice and philosophy.

D. Insure that reviews by other departments, citizen committees and groups (e.g. labor groups) are obtained, when appropriate.

E. Submit finalized copies of items reviewed to CAO on time and in the proper format.

**Other Reviewing Department**

A. Review the item to insure that it is up to date and reflects current practice and philosophy.

B. Provide comments, on time, to the department with primary reviewing responsibility.

**Citizens Committees and Other Interested Groups**

A. Provide comments in writing, to the primary reviewing department.

2. Review Process

The following is a summary of the major steps in the Sunset Review process. It is intended to be a logical sequence of tasks to insure that all concerned parties have a planned and timely contribution to the process.

| GROUP | ACTIVITIES |
|---|---|
| 1. CAO | A. Sunset Coordinator distributes Sunset dates for items to be reviewed to County department heads, elected officials and court administrators (Attachment B of this Administrative Manual Section). |
| 2. All Departments | A. Designate one individual as liaison to CAO's office for Sunset activities, and notifies the Sunset Coordinator of the liaison person. |
| 3. CAO | A. Sunset Coordinator establishes a schedule of activities to insure that reviews are completed and presented to the Board of Supervisors on time. |
| | B. Sunset Coordinator, using an automated tracking system, sends reminder notices for late items, and a copy of the material to be reviewed to the " Primary Reviewing Department". |
| 4. Primary Reviewing Department(s) | A. Processes the Sunset item through the review process of their department. |
| | B. Indicates any changes (if needed) in a "strike-out/underline version", provides a new camera ready format, and completes a Sunset Recommendation Sheet. (Refer to Attachment A-1.) |

C. Forwards the completed materials to "Other Reviewing Department(s)", and (if required) obtains concurrences and comments from the department(s).

5. Other Reviewing Department(s)

A. Reviews the material prepared by the Primary Reviewing Department, and completes the Sunset Recommendation Sheet. (Refer to Attachment A-1) and returns it to the Primary Reviewing Department.

6. Primary Reviewing Department(s)

A. Forwards the completed review to citizen committees and other groups, (if required), and obtains concurrences and comments from those groups.

B. Forwards completed review(s), with the Sunset Review Summary cover letter, (Attachment A-2) to CAO's office.

7. CAO

A. Sunset Coordinator distributes completed reviews to DCAO of primary reviewing department.

B. DCAO confers with assigned CAO Staff Officer who obtains Auditor and Controller and Financial Management input.

C. The Sunset Recommendations memo (Attachment A-3), is completed by the Auditor and Controller, Financial Management, and returned to the CAO Staff Officer. The completed package is forwarded to the Sunset Coordinator.

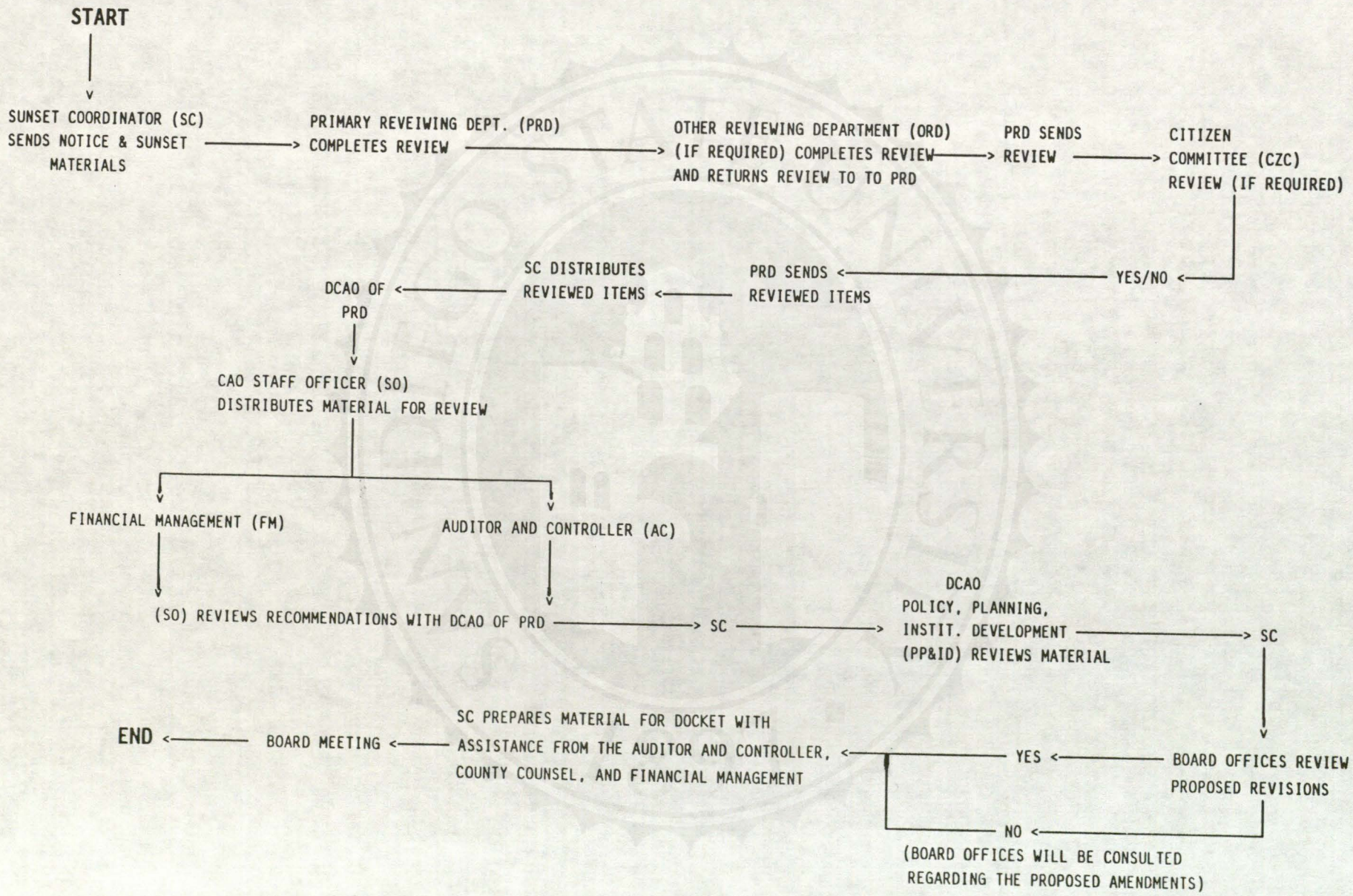
D. Sunset Coordinator sends completed package to the DCAO for Policy, Planning and Institutional Development for overall review. DCAO completes review and forwards to Sunset Coordinator for further processing.

E. Sunset Coordinator sends completed review to CAO Administrative Services for preparation of material in final format.

F. Prior to docketing, reviewed items are forwarded to the Board offices for review and comment.

G. Provides recommendations on reviewed items to the Board of Supervisors for consideration and approval.

# SUNSET REVIEW PROCESS




H:SALAZAR - SUN REVW.CHT

Attachment A-1

## SUNSET RECOMMENDATION SHEET

**Sunset Item Number:**

**Title:**

**Primary Reviewing Department:** _____ **(Department Name)** _____

**Recommendation:** (Indicate one of three actions)

_____ No Change _____ Change _____ Delete

**Comments:** (Note any remarks regarding the recommendation. Explain why you are making the recommendation.)

_____
Department Head Signature

**Other Reviewing Department:** _____ **(Department Name)*** _____

**Recommendation:** (Indicate one of three actions)

_____ Concur _____ Concur with Comments _____ Disagree

**Comments:** (Note any remarks regarding the recommendation. Explain why you are making the recommendation.)

_____
Department Head Signature

* If more than one Other Reviewing Department is required to review the material, repeat the above information pertaining to other reviewing departments.

Attachment A-2

TO: CAO's Office

ATTENTION: Sunset Coordinator

FROM: (Primary Reviewing Department Name)

**SUBJECT: SUNSET REVIEW SUMMARY**

The (department name) has completed its review of the assigned Sunset item(s). The following is a summary of the items reviewed and appropriate recommendations:

| Sunset Item # | Title | Recommendation(s) | Other Dept. Review | Other Dept. Comment |
|---|---|---|---|---|
| | | (Change/ No Change/ Delete) | (Dept. Name) | (Concur/ Concur with Comment(s)/ Disagree |

Further detail (including a strike out version and camera ready version) is attached. If you have any questions, please contact _____(name)_____.

Signed: _____
Department Head

RS:lb

Attachment A-3

TO: DCAO

ATTENTION: CAO Staff Officer

FROM: Auditor and Controller
Financial Management

**SUBJECT: SUNSET RECOMMENDATIONS**

We have completed our review of the Sunset item(s) submitted by (department name). We concur with their recommendations <u>except</u> for the following:

| Item # | Title | Comment |
|---|---|---|

Signed: _____ _____
Auditor and Controller Financial Management

RS:lb

H:SALAZAR - SUN-REVW.A3

Attachment B-1

## ADMINISTRATIVE CODE

| ARTICLE | TITLE | PRIMARY REVIEWING DEPARTMENT | SUNSET DATE |
|---|---|---|---|
| I | General Provisions | CAO | 12-31-90 |
| II | Definitions | County Counsel | 12-31-90 |
| III | General Rules | County Counsel | 12-31-90 |
| IIIa | Area Agency on Aging Advisory Council | Area Agency on Aging | 12-31-90 |
| IIIb | Area Agency on Aging Department | Area Agency on Aging | 12-31-90 |
| IIIc | Past Grand Jurors Association Implementation Review Committee | County Counsel | 12-31-90 |
| III-j | Affirmative Action Program | Equal Opp. Mgmt. Off. | 12-31-90 |
| III-k | Affirmative Action Program for Vendors | Equal Opp. Mgmt. Off. | 12-31-90 |
| III-l | Affirmative Action Advisory Board | Equal Opp. Mgmt. Off. | 12-31-90 |
| III-m | Affirmative Action Program - Employment | Equal Opp. Mgmt. Off. | 12-31-90 |
| III-n | San Diego County Committee on the Handicapped | Equal Opp. Mgmt. Off. | 12-31-90 |
| III-o | San Diego County Commission on Children and Youth | Social Services | 12-31-90 |
| IV | San Diego County Commission on the Status of Women | Equal Opp. Mgmt. Off. | 12-31-90 |
| IV-A | Assessor | Assessor | 12-31-90 |
| IV-B | Assessment Appeals Board | Assessor | 12-31-90 |
| IV-C | Assessment Hearing Officer | Assessor | 12-31-90 |
| V | Auditor | Auditor and Controller | 12-31-90 |
| VI | Boundary Changes | Assessor | 12-31-90 |
| VII | Budget Procedure and Appropriation, Revenue and Staffing Limitations | Auditor and Controller/CAO | 12-31-90 |
| VIIa | Temporary Transfers of Funds to Specified Agencies within the County of San Diego | Auditor and Controller | 12-31-90 |
| VIII | Chief Administrative Officer | CAO | 12-31-90 |
| IX | Civil Service Commission | Civil Service Comm. | 12-31-90 |
| X | Claims Against the County | County Counsel | 12-31-90 |
| X-A | Clerk of the Board of Supervisors | Clerk of the Board | 12-31-90 |
| XI | Coroner | Coroner | 12-31-90 |
| XII | County Clerk | County Clerk | 12-31-90 |
| XII-A | County Librarian | County Library | 12-31-90 |
| XII-B | Department of Agriculture/Weights and Measures | Agriculture | 12-31-90 |
| XII-C | City/County Task Force on Agricultural/Urban Issues and Pesticides | Agriculture | 12-31-90 |
| XII-D | Department of Human Resources | Human Resources | 12-31-90 |
| XII-E | Pesticide Task Force | Agriculture | 12-31-90 |
| XIII-A | Department of Revenue and Recovery | Revenue & Recovery | 12-31-90 |
| XIII-B | Department of Animal Control | Animal Control | 12-31-90 |
| XIV | Juvenile Delinquency Prevention Commission | Probation | 12-31-90 |
| XV | Department of Health Services | Health Services | 12-31-90 |
| XV-A | San Diego County Environmental Health Advisory Board | Health Services | 12-31-90 |
| XVI | Department of Social Services | Social Services | 12-31-90 |
| XVI-A | Health Services Advisory Board, Public Welfare Advisory Board, Planning and Land Use Advisory Board and Public Works Advisory Board | Health Services | 12-31-90 |

Attachment B-1

## ADMINISTRATIVE CODE

| ARTICLE | TITLE | PRIMARY REVIEWING DEPARTMENT | SUNSET DATE |
|---|---|---|---|
| XVI-B | San Diego County Animal Control Advisory Committee | Animal Control | 12-31-90 |
| XVI-C | San Diego County Fish and Wildlife Advisory Commission | Parks and Recreation | 12-31-90 |
| XVI-D | San Diego County Parks Advisory Committee | Parks and Recreation | 12-31-90 |
| XVII | San Diego County Foster Care Services Committee | Social Services | 12-31-90 |
| XVII-B | San Diego County Human Relations Commission | CAO | 12-31-90 |
| XVII-C | Equal Opportunity Management Office | Equal Opp. Mgmt. Off. | 12-31-90 |
| XVIII-a | Grazing Advisory Board | Agriculture | 12-31-90 |
| XIX | Adult Institutions | Probation | 12-31-90 |
| XIXa | Youth Correction Center | Probation | 12-31-90 |
| XX | Fees and Charges | Auditor and Controller | 12-31-90 |
| XXA | Juvenile Facilities | Probation | 12-31-90 |
| XXI | Intergovernmental Representation | CAO | 12-31-90 |
| XXIa | Rules of Conduct and Procedure for Planning and Zoning Process | DPLU | 12-31-90 |
| XXIb | Planning Environmental Review Board | DPLU | 12-31-90 |
| XXII | Department of Planning and Land Use | DPLU | 12-31-90 |
| XXIIa | Public Administrator and Public Guardian | Public Administrator | 12-31-90 |
| XXIIb | Department of General Services | General Services | 12-31-90 |
| XXIIc | Department of Information Services | Information Services | 12-31-90 |
| XXIII | Department of Purchasing and Contracting | Purchasing | 12-31-90 |
| XXIIIa | Recorder | Recorder | 12-31-90 |
| XXIV | Parks and Recreation Department | Parks and Recreation | 12-31-90 |
| XXIV-A | Registrar of Voters | Registrar | 12-31-90 |
| XXV | Sheriff | Sheriff | 12-31-90 |
| XXVI | Department of Public Works | DPW | 12-31-90 |
| XXVIa | Travel and Non-Travel Expenses | Auditor and Controller | 12-31-91 |
| XXVId | Limitations on Making Gifts and Providing Meals or Beverages | County Counsel | 12-31-91 |
| XXVIe | Reimbursements and Allowances | County Counsel | 12-31-91 |
| XXVII | Board of Supervisors | CAO/County Counsel | 12-31-91 |
| XXVIIId | Conflict of Interest Involving Funding of Non Profit Organizations | County Counsel/CAO | 12-31-91 |
| XXIX | | | |
| XXX | Department of Transborder Affairs | Transborder Affairs | 12-31-91 |
| XXXI | Public Improvement and Assessment Proceedings | Clerk of the Board | 12-31-91 |
| XXXII | Cable Television Review Commission | Information Services | 12-31-91 |
| XXXIII | Hearing Officer | County Counsel | 12-31-91 |
| XXXIV | Community Redevelopment Agency | HCD | 12-31-91 |
| XXXV | Noise Control Hearing Board | Health Services | 12-31-91 |
| XXXVI | Litigation | County Counsel | 12-31-91 |
| XXXVII | Department of Public Defender | Public Defender | 12-31-91 |
| XXXVIII | Department of Alternate Defense Counsel | Alternate Defense Counsel | 12-31-91 |
| XXXIX | Department of Housing and Community Development | HCD | 12-31-91 |
| XXXIX-A | San Diego County Housing, Industrial and Finance Review Committee | HCD | 12-31-91 |

Attachment B-1

## ADMINISTRATIVE CODE

| ARTICLE | TITLE | PRIMARY REVIEWING DEPARTMENT | SUNSET DATE |
|---|---|---|---|
| XL | San Diego County Palomar Airport Advisory Committee | DPW | 12-31-91 |
| XLI | Removal of Striking Employees | County Counsel/CAO | 12-31-91 |
| XLI-A | County of San Diego Industrial Development Authority | CAO | 12-31-91 |
| XLII | San Diego County International Trade Commission | CAO | 12-31-91 |
| XLIII | San Diego County Administration Center (CAC) Parking Lot Ad Hoc Committee | CAO | 12-31-91 |
| XLIV | San Diego County Regional Growth and Planning Review Task Force | CAO | 12-31-91 |
| XLV | Technical Advisory Committee on Health Services Management | Health Services | 12-31-91 |
| XLVI | San Diego County Regional Task Force on Aids | Health Services | 12-31-91 |
| XLVII | San Diego County Technical Committee on Water Supply and Conservation | DPLU | 12-31-91 |
| XLVIII | San Diego County Veterans Advisory Council | CAO | 12-31-91 |
| XLIX | Santa Fe Valley Working Group | DPLU | 12-31-91 |
| L | San Diego County Transborder Affairs Advisory Board | Transborder Affairs | 12-31-91 |
| LI | San Diego Countywide Mobilehome Task Force | HCD | 12-31-91 |
| LIII | San Diego County Emek Hefer Sister County Commission | CAO | 12-31-91 |

NOTE: ADMINISTRATIVE CODE AMENDMENTS REQUIRE SUBMITTAL OF A STRIKEOUT/UNDERLINE COPY IDENTIFYING CHANGES, AND A CAMERA READY CLEAN COPY FOR PUBLICATION.

Attachment B-2

## SAN DIEGO COUNTY CODE OF REGULATORY COUNTY ORDINANCES

| Title | Subject Area | Sunset Date |
|---|---|---|
| 1 | General Regulations | 12-31-92 |
| 2 | Licenses, Business Regulations and Business Taxes | 12-31-92 |
| 3 | Public Safety, Morals and Welfare | 12-31-92 |
| 4 | Public Property | 12-31-92 |
| *5 | Buildings and Building Regulations | |
| 6 | Health and Sanitation | 12-31-93 |
| *7 | Highways and Traffic | |
| *8 | Zoning and Land Use Regulations | |

* Sunset does not apply to land use subjects.

NOTE: REGULATORY ORDINANCE AMENDMENTS REQUIRE SUBMITTAL OF A STRIKEOUT/UNDERLINE COPY IDENTIFYING CHANGES, AND A CAMERA READY CLEAN COPY FOR PUBLICATION.

# SAN DIEGO COUNTY CODE OF REGULATORY COUNTY ORDINANCES

| TITLE | DIVISION | CHAPTER/DESCRIPTION | PRIMARY REVIEWING DEPARTMENT | SUNSET DATE |
|---|---|---|---|---|
| 1 - GENERAL REGULATIONS (Sections 11.101 through 16.218) | 1 - General Provisions | 1 - San Diego County Code | County Counsel | 12-31-92 |
| | 2 - Definitions | | County Counsel | 12-31-92 |
| | 3 - Citations in Lieu of Arrest | 1 - Procedure | Sheriff | 12-31-92 |
| | 4 - Claims | | County Counsel | 12-31-92 |
| | 5 - Applications for Reassessment Due to Misfortune, Calamity or Natural Disaster | | Assessor | 12-31-92 |
| | 6 - (Untitled) | 1 - Uniform Licensing Procedure | Sheriff | 12-31-92 |
| | | 2 - Uniform Public Nuisance Abatement Procedure | Clerk of the Board | 12-31-92 |
| 2 - LICENSES, BUSINESS REGULATIONS AND BUSINESS TAXES (Sections 21.101 through 24.118) | 1 - Business Regulations | 1 - Amusement Devices and Establishments | Sheriff | 12-31-92 |
| | | 2 - Dances and Dance Halls | Sheriff | 12-31-92 |
| | | 2.5 - Teenage Dances | Sheriff | 12-31-92 |
| | | 2.8 - Entertainment Licenses | Sheriff | 12-31-92 |
| | | 2.9 - Temporary Community Events | Sheriff | 12-31-92 |
| | | 3 - Taxicabs and Taxicab Operators | Sheriff | 12-31-92 |
| | | 4 - Casino Parties | Sheriff | 12-31-92 |
| | | 5 - Solicitations | Sheriff | 12-31-92 |
| | | 6 - Junk, Automobile Wrecking and Non-Operating Vehicle Storage Yards | Sheriff | 12-31-92 |
| | | 7 - Secondhand Dealers | Sheriff | 12-31-92 |
| | | 9 - Aircraft Ticket Brokers | Sheriff | 12-31-92 |
| | | 10 - Circuses, Carnivals, Amusement Centers and Go-Cart Centers | Sheriff | 12-31-92 |
| | | 10.5 - Regulation of Carnivals in Unincorporated Area of San Diego County | Sheriff | 12-31-92 |
| | | 11 - Distribution of Coupon Books | Sheriff | 12-31-92 |
| | | 12 - License for Sale of Certain Firearms | Sheriff | 12-31-92 |
| | | 13 - Swap Meets and Swap Lots | Sheriff | 12-31-92 |
| | | 15 - Inspection of Avocados Being Transported | Sheriff | 12-31-92 |
| | | 16 - Cable Television Systems | Information Services | 12-31-92 |
| | | 17 - Registration of Commercial Weighing and Measuring Instruments | Agriculture, Wts. & Measures | 12-31-92 |
| | 2 - Business Taxes | 1 - San Diego County Uniform Local Sales and Use Tax Ordinance | Treasurer/Tax Collector | 12-31-92 |
| | | 1.5 - San Diego County Regional Justice Facilities Financing Ordinance | Treasurer/Tax Collector | 12-31-92 |
| | | 2 - San Diego County Uniform Transient Occupancy Tax Ordinance | Treasurer/Tax Collector | 12-31-92 |
| | | 3 - Real Property Transfer Tax | Recorder/County Clerk | 12-31-92 |
| | | 4 - Business Licensing for Revenue Purposes | Treasurer/Tax Collector | 12-31-92 |
| | 3 - (Untitled) | 1 - Regulation of Lobbying Activities | Clerk of the Board | 12-31-92 |
| | 4 - (Untitled) | 1 - Pleasure Riding Trail Tax | Public Works | 12-31-92 |

| TITLE | DIVISION | CHAPTER/DESCRIPTION | PRIMARY REVIEWING DEPARTMENT | SUNSET DATE |
|---|---|---|---|---|
| 3 - PUBLIC SAFETY, MORALS AND WELFARE (Sections 31.101 through 310.121) | 1 - Emergency Services | 1 - Emergency Services Organization | CAO - Disaster Preparedness | 12-31-92 |
| | | 2 - Attack Warning Precautions | CAO - Disaster Preparedness | 12-31-92 |
| | | 3 - Curfew | Sheriff | 12-31-92 |
| | | 4 - Local Emergency Caused by Gasoline Shortage | CAO - Disaster Preparedness | 12-31-92 |
| | 2 - Police Regulations and Offenses Against Public | 1 - Fireworks | Sheriff | 12-31-92 |
| | | 3 - Display and Distribution of Drug Paraphernalia | Sheriff | 12-31-92 |
| | | 4 - Race Discrimination | Human Relations Commission | 12-31-92 |
| | | 5 - Soliciting Tort Claims | County Counsel | 12-31-92 |
| | | 6 - Fortune-Telling | Sheriff | 12-31-92 |
| | | 7 - Consumer Commodities Price Marking | Agriculture, Wts. & Measures | 12-31-92 |
| | | 8 - Prohibition of Smoking in Certain Public Areas | Health Services | 12-31-92 |
| | | 9 - Election Campaign Finance and Control | District Attorney | 12-31-92 |
| | | 10 - Public Nudity | Sheriff | 12-31-92 |
| | | 11 - Miscellaneous Offenses | Sheriff | 12-31-92 |
| | | 12 - AIDS Discrimination | Health Services | 12-31-92 |
| | 3 - Firearms and Dangerous Weapons | 1 - Shooting Regulations | Sheriff | 12-31-92 |
| | 4 - Fees for Booking or Other Processing | | Sheriff | 12-31-92 |
| | 5 - Fire Protection and Explosives | 1 - Explosive Storage Magazine Alarms | Sheriff | 12-31-92 |
| | | 3 - County Fire Code | Planning and Land Use | 12-31-92 |
| | 6 - Disorderly Conduct, Places and Publications | 1 - Disorderly Conduct | Sheriff | 12-31-92 |
| | | 2 - Alcoholic Beverage Consumption Prohibition | Sheriff | 12-31-92 |
| | | 4 - Noise Abatement and Control | 1a) Sheriff<br>1b) Health Services | 12-31-92 |
| | 7 - Gambling | 1 - Card Rooms and Gambling | Sheriff | 12-31-92 |
| | | 3 - Games of Chance | Sheriff | 12-31-92 |
| | | 4 - Bingo | Sheriff | 12-31-92 |
| | 8 - Soliciting, Begging, Charitable Solicitations | 1 - Soliciting Persons in Vehicles | Sheriff | 12-31-92 |
| | | 2 - Soliciting on Railroad Trains | Sheriff | 12-31-92 |
| | 9 - Minors | 1 - Curfew | Sheriff | 12-31-92 |
| | 10 - Alarm Regulation | 1 - Security Alarm Systems | Sheriff | 12-31-92 |
| 4 - PUBLIC PROPERTY (Sections 41.101 through 42.401) | 1 - Parks and Beaches | 1 - County Parks and Beaches | Parks and Recreation | 12-31-92 |
| | | 3 - Beaches | Parks and Recreation | 12-31-92 |
| | 2 - Restricted Areas | 3 - Rivers | Sheriff | 12-31-92 |
| | | 4 - Livestock Watering Holes | Sheriff | 12-31-92 |

| TITLE | DIVISION | CHAPTER/DESCRIPTION | PRIMARY REVIEWING DEPARTMENT | SUNSET DATE |
|---|---|---|---|---|
| 5 - BUILDINGS AND BUILDING REGULATIONS* (Sections 51.001 through 59.115) | * Sunset does not apply to land use subjects. | | | |
| 6 - HEALTH AND SANITATION (Sections 61.100 through 69.103) | 1 - Food | 1 - Preparation and Distribution of Food | Health Services | 12-31-93 |
| | | 2 - Food Handlers | Health Services | 12-31-93 |
| | | 3 - Destruction of Spoiled Food | Health Services | 12-31-93 |
| | | 4 - Alcoholic Beverage Warning Signs | Health Services | 12-31-93 |
| | 2 - Animals and Poultry | 1 - Livestock | Animal Control | 12-31-93 |
| | | 3 - Strays | Animal Control | 12-31-93 |
| | | 6 - Animal Control | Animal Control | 12-31-93 |
| | | 7 - Animals in Vehicles | Animal Control | 12-31-93 |
| | | 8 - Disposal of Dead Animals | 1a) General Services<br>1b) Animal Control<br>1c) Health Services | 12-31-93 |
| | | 9 - Bees | Agriculture, Wts. & Measures | 12-31-93 |
| | | 11 - Areas Devoted Chiefly to Grazing | Agriculture, Wts. & Measures | 12-31-93 |
| | 3 - Crops and Plants | 1 - Quarantine Regulations | Agriculture, Wts. & Measures | 12-31-93 |
| | | 2 - Pest Control | Agriculture, Wts. & Measures | 12-31-93 |
| | | 3 - Removal of Plants | Agriculture, Wts. & Measures | 12-31-93 |
| | | 4 - Agricultural Enterprises and Consumer Information | Agriculture, Wts. & Measures | 12-31-93 |
| | 4 - Disease Control | 1 - General Provisions--Nuisances | Agriculture, Wts. & Measures | 12-31-93 |
| | | 2 - Mosquitoes and Flies | Agriculture, Wts. & Measures | 12-31-93 |
| | | 3 - Prevention and Control of Fly Breeding | Agriculture, Wts. & Measures | 12-31-93 |
| | 5 - Permit Fees and Procedures for Businesses and Health Regulated Activities | 1 - Applications, Permits and Fees | Health Services | 12-31-93 |
| | 6 - Sanitation Regulations For Businesses | 1 - Applications, Permits and Fees | Health Services | 12-31-93 |
| | | 4 - Refrigeration Plants | Health Services | 12-31-93 |
| | | 5 - Massage Establishments | Health Services | 12-31-93 |
| | | 6 - Bathhouses | Health Services | 12-31-93 |
| | | 8 - Reduction Plants | Health Services | 12-31-93 |
| | | 9 - Enforcement of State Housing Law | Health Services | 12-31-93 |
| | | 10 - Permits for Apartments and Hotels | Health Services | 12-31-93 |
| | 7 - Water and Water Supplies | 1 - Waste of Water | Health Services | 12-31-93 |
| | | 2 - Pollution of Waters | Health Services | 12-31-93 |
| | | 3 - Public Swimming Pool Plans | Health Services | 12-31-93 |
| | | 3.5 - Swimming Pool Fencing | Health Services | 12-31-93 |
| | | 4 - Wells | Health Services | 12-31-93 |
| | | 5 - Water Reclamation | Health Services | 12-31-93 |
| | | 6 - Water Conservation - County Service Area Four - Majestic Pines | Health Services | 12-31-93 |
| | | 7 - Groundwater | Planning and Land Use | 12-31-93 |

| TITLE | DIVISION | CHAPTER/DESCRIPTION | PRIMARY REVIEWING DEPARTMENT | SUNSET DATE |
|---|---|---|---|---|
| 6 - HEALTH AND SANITATION (Continued) (Sections 61.100 through 69.103) | 8 - Sewage and Refuse Disposal | 1 - Sewers and Sewage Disposal Plants | Health Services | 12-31-93 |
| | | 2 - Connections to Sewer | Health Services | 12-31-93 |
| | | 3 - Septic Tanks and Seepage Pits | Health Services | 12-31-93 |
| | | 4 - Abatement of Weeds and Rubbish | Health Services | 12-31-93 |
| | | 5 - Management of Solid Waste | Health Services | 12-31-93 |
| | | 6 - Septic Tank and Cesspool Cleaners | Health Services | 12-31-93 |
| | | 7 - Accumulation of Junk | Health Services | 12-31-93 |
| | | 8 - Disclosure of Hazardous Materials | Health Services | 12-31-93 |
| | | 9 - Hazardous Waste Establishments | Health Services | 12-31-93 |
| | | 10 - Underground Storage of Hazardous Substances | Health Services | 12-31-93 |
| | | 11 - Hazardous Materials Inventory and Response Plans | Health Services | 12-31-93 |
| | | 12 - Medical Wastes | Health Services | 12-31-93 |
| | 9 - Insanitary Premises | 1 - Condemnation of Buildings | Health Services | 12-31-93 |
| 7 - HIGHWAYS AND TRAFFIC* (Sections 71.101 through 79.111) | * Does not apply to land use subjects. | | | |
| 8 - ZONING AND LAND USE REGULATIONS* (Sections 81.101 through 811.602) | * Does not apply to land use subjects. | | | |

REVISED: 6/30/92

SALAZAR - SUNSET.92

ATTACHMENT B-3

## BOARD OF SUPERVISORS POLICIES

| Section | Category | Sunset Date |
|---|---|---|
| A | General Government and Administration | 12-31-94 |
| B | Finance; Accounting and Purchasing | 12-31-94 |
| C | Personnel | 12-31-94 |
| D | Travel and Transportation | 12-31-94 |
| E | Human/Social Services | 12-31-95 |
| F | Property - Land and Buildings | 12-31-95 |
| G | County Facilities | 12-31-95 |
| H | Equipment | 12-31-95 |
| I | Planning, Land Use Control 1-75 | 12-31-95 |
| | 76 on | 12-31-96 |
| J | Roads, Streets and Highways | 12-31-96 |
| K | Miscellaneous | 12-31-96 |
| L | Law Enforcement | 12-31-96 |
| *M | Legislative | |

*** NOTE:** **LEGISLATIVE POLICIES WILL BE REVIEWED BY THE OFFICE OF INTERGOVERNMENTAL AFFAIRS PRIOR TO THE COMMENCEMENT OF EACH BIENNIAL SESSION OF THE STATE LEGISLATURE.**

## BOARD POLICIES

NOTE: A MATRIX IDENTIFYING THE PRIMARY REVIEWING DEPARTMENT IS BEING DEVELOPED AND WILL BE DISTRIBUTED PRIOR TO THE REVIEW OF THE BOARD POLICIES.