

EXHIBIT A

ARTICLE 1

SCOPE

Sections:

Sec. A-I 1.1 Authority of County

Sec. A-I 1.1 A How Code Designated and Cited

Sec. A-I 1.2 Definitions and Rules of Construction

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~~As to~~ Sec. A-I 1.9 ~~D~~esignation of County Seat; ~~see Govt. Code Section 23629.~~

Sec. A-I 1.10 Credit Cards Accepted

Sec. A-I 1.11 Location and Hours of County Offices

ARTICLE 1 SCOPE

Sec. A-I 1.1 Authority of County ~~G-I 1.0 Statutory Authority~~

The ~~As to~~ authority of this County counties to enforce regulations not in conflict with the general law is; ~~see established in~~ Cal. Const.; ~~a~~ Art. II, §Section 11.

Government of this County complies with all provisions of Cal. Gov't Codes §§ 23000-33205.

References to laws, ordinances or regulations shall be interpreted broadly to cover government actions, however nominated, and include laws, ordinances and regulations now in force or hereinafter enacted or amended.

Sec. A-I 1-1A How Code Designated and Cited

The Ordinances embraced in the following chapters and sections, which derive from the 1972 adoption of this Code, shall constitute and be designated “The ~~Administrative~~ Code of the County of Nevada, California,” and may be so cited. It may also be cited as the “Nevada County ~~Administrative~~ Code.”

Sec. A-I 1.2 Definitions and Rules of Construction

~~Sec. G-II 4.1~~ Definitions

Whenever in this ordinance the words or phrases hereinafter in this section defined are used, they shall have the respective meanings assigned to them in the following definitions:

BOARD OF SUPERVISORS. Whenever the words “Board of Supervisors” are used, they shall be construed to mean the Board of Supervisors of Nevada County.

CODE. The words “the Code” or “this Code” shall mean “The ~~Administrative~~ Code of the County of Nevada, California.”

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 a holiday and then it is also excluded. ~~(For similar State law, (see Cal. Gov’t Govt. Code §Section 6800-).~~

COUNTY. The words “the County” or “this County” shall mean the County of Nevada, California.

DAY. A “day” is the period of time between any midnight and the midnight following. ~~(For similar State law, (see Cal. Gov’t Code §Section 6806.)~~

DAYTIME, NIGHTTIME. “Daytime” is the period of time between sunrise and sunset. “Nighttime” is the period of time between sunset and sunrise. ~~(For similar State law, (see Cal. Gov’t Govt. Code §Section 6807-).~~

GENDER. The masculine gender includes the feminine and neuter. ~~(For similar State law, (see Cal. Gov't Code §Section 12.))~~

IN THE COUNTY. The words “in the County” shall mean and include all territory over which the County now has, or shall hereafter acquire, jurisdiction for the exercise of its police powers or other regulatory powers.

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.

MONTH. The word “month” shall mean a calendar month. ~~(For similar State law, (see Cal. Gov't Code §Section 6804.))~~

NUMBER. The singular number includes the plural, and the plural includes the singular. ~~(For similar State law, (see Cal. Gov't Code §Section 13.))~~

OATH. “Oath” includes affirmation. ~~(For similar State law, (see Cal. Gov't Code Section§ 15.))~~

OFFICERS, DEPARTMENTS, ETC. Officers, agencies, departments, boards, commissions, committees, special districts and employees referred to shall mean officers, agencies, departments, boards, commissions, committees, special districts and employees of the County of Nevada unless the context clearly indicates otherwise.

OFFICIAL TIME. Whenever certain hours are named herein, they shall mean Pacific Standard Time or Daylight Savings Time as may be in current use in the County.

OR, AND. “Or” may be read “and,” and “and” may be read “or,” if the sense requires it.

OWNER. The word “owner,” applied to a building or land, shall include any part owner, joint owner, tenant in common, tenant in partnership, joint tenant or tenant by the entirety of the whole, or of a part of such building or land.

PERSON. "Person" includes any person, firm, association, organization, partnership, business trust, corporation or company. ~~(For similar State law, (see Cal. Gov't Code Section § 17, Cal. Code of Civil Procedure Section § 17(b)(6)).~~

PERSONAL PROPERTY. Includes every species of property, except real property as herein defined. ~~(For similar State law, (see Cal. Civil Code §§ Sections 14 & and 663.))~~

PRECEDING, FOLLOWING. The words "preceding" and "following" mean next before and next after, respectively.

PROCESS. Includes a writ or summons issued in the course of judicial proceedings of either a civil or criminal nature. ~~(For similar State law, (see Cal. Gov't Code Section § 22.))~~

PROPERTY. The word "property" shall include real and personal property. ~~(For similar State law (see Cal. Civil Code Section § 14.))~~

REAL PROPERTY. Shall include lands, tenements and hereditaments. ~~(For similar State law, (see Cal. Civil Code Sections §§ 14, and-658.))~~

SHALL, MAY. "Shall" is mandatory and "may" is permissive. ~~(For similar State law, (see Cal. Gov't Code § Section-14.))~~

SIGNATURE OR SUBSCRIPTION BY MARK. "Signature" or "subscription" includes a mark when the signer or subscriber cannot write, such signer's or subscriber's name being written near the mark by a witness who writes their his own name near the signer's or subscriber's name. But a signature or subscription by mark can be acknowledged or can serve as a signature or subscription to a sworn statement only when two witnesses so sign their own names thereto. ~~(For similar State law, (see Cal. Gov't Code § Section 16.))~~

A digital signature shall have the same force and effect as the use of a manual signature.

(a) In any written communication with a public entity, in which a signature is required or used, any party to the communication may affix a signature by use of a digital signature that complies with the requirements of this section. If a public entity elects to use a digital signature, that digital signature shall have the same force and effect as the use of a manual signature if and only if it embodies all of the following attributes, as per Cal. Gov't Code §16.5:

(1) It is unique to the person using it.

(2) It is capable of verification.

(3) It is under the sole control of the person using it.

(4) It is linked to data in such a manner that if the data are changed, the digital signature is invalidated.

(5) It conforms to regulations adopted by the Secretary of State. Initial regulations shall be adopted no later than January 1, 1997. In developing these regulations, the secretary shall seek the advice of public and private entities, including, but not limited to, the Department of Information Technology, the California Environmental Protection Agency, and the Department of General Services. Before the secretary adopts the regulations, he or she shall hold at least one public hearing to receive comments.

(b) The use or acceptance of a digital signature shall be at the option of the parties. Nothing in this section shall require a public entity to use or permit the use of a digital signature.

(c) Digital signatures employed pursuant to Cal. Pub.Res. § 71066 are exempted from this section.

(d) “Digital signature” means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature. For purposes of this section, a digital signature is a type of “electronic signature” as defined in subdivision (h) Cal. Civil Code § 1633.2.

(e) Nothing in this section shall limit the right of a public entity or government agency to use and accept an “electronic signature” as defined in subdivision (h) of Cal. Civil Code § 1633.2.

(f) Regulations adopted by the Secretary of State to implement this section apply only to a public entity’s use of a “digital signature” and not to use of any other type of “electronic signature” authorized in the Uniform Electronic Transactions Act (Title 2.5 (commencing with Cal. Civil Code § 1633.1) (see Cal. Gov’t. Code §16.5).

STATE. The words “the State” or “this State” shall be construed to mean the State of California.

TENANT OR OCCUPANT. The words “tenant” or “occupant,” applied to a building or land, shall include any person holding a written or an oral lease of, or who occupies, the whole or a part of such building or land, either alone or with others.

TENSES. The present tense includes the past and future tenses, and the future includes the present. ~~(For similar State law, (see Cal. Gov’t Govt. Code Section § 11-).~~

WEEK. A week consists of seven consecutive days. ~~(For similar State law, (see Cal. Gov’t Govt. Code Section § 6805-).~~

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. ~~(For similar State law, (see Cal. Gov’t- Code Section § 8-).~~

YEAR. The word “year” shall mean a calendar year, except where otherwise provided. ~~(For similar State law, (see Cal. Gov’t Govt. Code Section § 6803-).~~

Sec. A-I 1.3 Provisions Considered as Continuations of Existing Ordinances

The provisions appearing in this Code, so far as they are the same as those of Ordinances existing at the time of the effective date of this Code, shall be considered as continuations thereof and not as new enactments.

Sec. A-I 1.4 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.

Section A-I 1.4-A Subsequent Amendments to State or Federal Law

All amendments subsequent to the effective date of this Code shall automatically become a part of this Code, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by these Codes.

Sec. A-I 1.5 Severability of Parts of Code

If any provisions of this Code or the application thereof to any person or circumstance is held invalid, the remainder of the Article Chapter, including the application of such part or provision to other circumstances shall not be affected thereby and shall continue in full force and effect. To this end, provisions and ~~articles~~ Chapters of this Code are severable. The Board of Supervisors hereby declares that it would have passed each section, subsection, paragraph, sentence, clause, or phrase hereof irrespective of the fact that anyone (1) or more sections, subsections, paragraphs, sentences, clauses or phrases be held unconstitutional or unenforceable.

~~It is hereby declared to be the intention of the Board of Supervisors that the sections, sentences, clauses and phrases of this Code are severable, and if any phrase, clause, sentence, paragraph, or section of this Code shall be declared unconstitutional by a valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Code.~~

Sec. A-I 1.6 Catchlines of Sections

The catchlines of the several Ssections of this Code are intended as mere catchwords to indicate the contents of the Ssection and shall not be deemed or taken to be titles of such section, nor as any part of the Ssection, nor unless expressly so provided shall they be so deemed when any of such Ssections, including the catch-lines, are amended or re-enacted.

Sec. A-I 1.7 General Penalty; Continuing Violations

Whenever in this Code or in any other Ordinance of the County, 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 as per Cal. Gov't Code § 25132. ~~Where~~ Where no specific penalty is provided for the violation of any such provisions of the Code or any other Ordinance of the County, shall be punished by a fine ~~not exceeding one thousand (\$1,000) dollars~~ or imprisonment in the County Jail ~~for a term not exceeding six (6) months~~, or by both such fine and imprisonment as per Cal Penal Code § 19.

Every day any violation of this Code, or any other Ordinance of the County, shall continue shall constitute a separate offense.

~~(For State law establishing a penalty of a fine not exceeding \$1,000 or six months imprisonment, or both, for commission of a misdemeanor, see Penal Code Section 19.)~~

A-I 1.8 County Boundaries

The County of Nevada shall establish its boundaries in compliance with Cal. Gov't Code §23129.

Sec. A-I 1.9 Designation of County Seat.

The County Seat of the County of Nevada shall be Nevada City as per Cal. Gov't Code § 23629.

Sec. A-1 1.10 ~~Sec. A-II 24.19~~ Credit Cards Accepted

In accordance with ~~Government Code section~~ Cal. Gov't Code § 6159 and ~~Revenue and Taxation Code sSection~~ Cal. Rev. & Tax. Code § 2511.1, the Board of Supervisors hereby authorizes County departments to accept credit cards as payment for the purposes listed below. However, no credit card shall be accepted as payment until a contract between the County of Nevada and the card issuer has been executed which contains the terms and provisions set forth in ~~subdivision (d) of Government Code sSection~~ Cal. Gov't Code § 6159 (d). Upon execution of such a contract, credit cards will be accepted as payment for the following purposes:

- A. Payment for the deposit of bail or for any fine for any offense not declared to be a felony.

- B. Payment of a filing fee or other court fee.

- C. Payment of any towage or storage costs for a vehicle that has been removed from a highway, or from public or private property, as a result of parking violations.

- D. Payment of child, family, or spousal support, including reimbursement of public assistance, related fees, costs, or penalties.

E. Payment for services rendered by the County.

F. Payment of any fee, charge, or tax.

No officer or employee of the County of Nevada who has or had access to credit card information provided to the County under this Section shall disclose such information or use such information for any unauthorized purpose. Any violation of this Section shall be a misdemeanor. (Ord. 2012, [\(01/11/2000\)](#))

Sec. A-I 1.11, ~~Sec. A-II 1.7~~ Location and Hours of County Offices

Except as may be otherwise provided by Resolution of the Board of Supervisors, or by direction of the County Executive Officer, all County offices shall be open for business continuously from 8:00 a.m. until 5:00 p.m. on each calendar designated working day, five days a week, excluding Saturdays, Sundays and holidays. In the event an office is not provided with a full-time assistant or employee, the office may close from 12:00 p.m. to 1:00 p.m. (Ord. 2248, [\(08/28/2007\)](#); Ord. 2321, [\(07/13/2010\)](#))

EXHIBIT-B

ARTICLE 1

IN GENERAL

~~LAW LIBRARIES~~

Sec. A-II 1.1 Reserved

~~Adoption of State Law Relating to Law Libraries~~

~~All of the provisions of Chapter 5 of Division 3 of the Business and Professions Code of the State regarding law libraries shall be, and the same are, hereby made applicable to the County. (See Business and Professions Code Sections 6300 to 6364.) (Ord. 206. (12/01/1955))~~

EXHIBIT B

ARTICLE 1

IN GENERAL

Section:

Sec. A-II 1.3 County Clerk - Recorder and Elections Officer

Sec. A-II 1.3.1 Office of County Clerk – Recorder Established:

The elected official filling the position of County Clerk shall meet the qualifications and perform all the duties as provided for in Cal. Gov't Code §§ 26801-26861, including those of Registrar of Voters. The Clerk-Recorder shall be an Officer of the County as provided for in Cal. Gov't Code § 24000.

Sec. A-II 1.3.2 Consolidation of Offices of Clerk and Recorder

The offices of County Clerk and County Recorder are hereby consolidated, as per Cal. Gov't Code §24304, and the person hereafter elected or appointed shall qualify separately for each ~~office, and~~ office and shall receive the salaries pertaining thereto. Pursuant to Cal Elec. Elections Code Section § 320, the Clerk -Recorder shall serve as the ex officio Elections Officer. (Ord. 308. (01/14/1965))

Sec. A-II 1.3.3 County Clerk - Recorder Elective Office

The position of County Clerk – Recorder is an elected position as per Cal. Gov’t Code § 24009.

EXHIBIT B

ARTICLE 1

IN GENERAL

Sec. A-II 1.5 Consolidation of Offices of Sheriff, Coroner and Public Administrator

The offices of Sheriff, Coroner, and Public Administrator are hereby consolidated, and the person holding such consolidated office by reason of election or appointment or consolidation shall qualify separately for each office and shall receive the salaries pertaining thereto.

Animal Control is administratively delegated to the Sheriff. (Ord. 571. (02/01/1972))

EXHIBIT B

ARTICLE 1

IN GENERAL

Sec. A-II 1.7 Reserved Location and Hours of County Offices

~~Except as may be otherwise provided by Resolution of the Board of Supervisors, or by direction of the County Executive Officer, all County offices shall be open for business continuously from 8:00 a.m. until 5:00 p.m. on each calendar designated working day, five days a week, excluding Saturdays, Sundays and holidays. In the event an office is not provided with a full time assistant or employee, the office may close from 12:00 p.m. to 1:00 p.m. (Ord. 2248; Ord. 2321)~~

EXHIBIT B

ARTICLE 1

IN GENERAL

Sec. A-II 1.9 Adoption of State Law Relative to Qualifications of County Auditor

A. QUALIFICATIONS

~~The elected official filling the position of County Auditor – Controller shall meet the provisions of Article 4 of Chapter 4, Part 3, Division 2, Title 3 of the Government Code are hereby adopted and made applicable to the County. (See Cal. Gov’t Code Sections §§ 26945, to & 26946.) (Ord. 241. (01/03/1961))~~

B. CONSOLIDATION OF OFFICES OF AUDITOR AND CONTROLLER?

~~The positions of Auditor and Controller shall be consolidated. The person holding the consolidated office shall qualify separately for each office. Duties and Responsibilities of each office as described in Cal. Gov’t Code §§ 26800 -26886 for the position of controller and Cal. Gov’t Codes §§ 26900 – 26946 for the position of auditor.~~

C. ELECTION

~~The position of Auditor – Controller shall be an elected position as per Cal. Gov’t Codes § 24009.~~

EXHIBIT B

ARTICLE 1

IN GENERAL

Sec. A-II 1.11 Reserved Miscellaneous Delegations

~~Pursuant to Penal Code Section 1208.5, the Board of Supervisors authorizes the Chief Probation Officer to enter into agreements with other counties to transfer custody of eligible persons from the county in which the person is sentenced or confined to the custody of an appropriate administrator of a county in which the person is employed or resides. Any contract entered into by the Chief Probation Officer shall be approved by the County Counsel. (Ord. 1769)~~

EXHIBIT B

CHAPTER II - ADMINISTRATION

ARTICLE 4

RESERVED

~~DONNER SUMMIT PUBLIC UTILITY DISTRICT~~

~~Sec. A II 4.1 Territory Situated in Placer County~~

~~Sec. A II 4.2 Territory Situated in Nevada County~~

~~Sec. A II 4.3 Determination That Most of District is in Nevada County~~

~~Sec. A II 4.4 Population of Units in District~~

~~Sec. A II 4.5 Territory in District Described~~

~~Sec. A II 4.1 Territory Situated in Placer County~~

~~All the territory in the Donner Summit Public Utility District situated in the County of Placer is hereby designated as Placer County Unit No. 1. (Ord. 166)~~

~~Sec. A II 4.2 Territory Situated in Nevada County~~

~~All the territory in Donner Summit Public Utility District situated in the County of Nevada is hereby designated as Nevada County Unit No. 1. (Ord. 166)~~

~~Sec. A II 4.3 Determination That Most of District is in Nevada County~~

~~The Board of Supervisors is to determine the population of Placer County Unit No. 1 and of Nevada County Unit No. 1 of unincorporated territory within the District, and does determine that the greater portion of the District in point of population is situated in the County of Nevada. (Ord. 166)~~

~~Sec. A II 4.4 Population of Units in District~~

~~The Board of Supervisors does hereby determine that neither unit of the Donner Summit Public Utility District has a population of at least five thousand. (Ord. 166)~~

~~Sec. A II 4.5 Territory in District Described~~

~~The territory comprising Donner Summit Public Utility District is described as follows:~~

~~PLACER COUNTY UNIT:~~

~~In Township 17 North, Range 14 East:~~

~~Section 21—All in Placer County.~~

~~Section 22—All in Placer County in the West 3/4 of the South Half;~~

~~Section 24—All in Placer County of that part East of the C.P. Ry. Co. right of way;~~

~~Section 25—All of North Half lying North of C. P. Ry. Co. right of way;~~

~~Section 26—South Half;~~

~~Section 28—Northwest Quarter and North Half of Southwest Quarter;~~

~~Section 29—West 1/3 of North Half of Northeast Quarter, except C. P. Ry. Co. right of way;~~

~~South Half of Southeast Quarter and Southwest Quarter, except any part lying within Lower Peak Lake or Upper Peak Lake (known as Cascade Lakes Reservoir) and also any part lying within Kidd Lake Reservoir;~~

~~Section 30—South Half of Southwest Quarter, except C. P. Ry. Co. right of way;~~

~~Section 32—All except East Half of Northeast Quarter and any part lying within Lower Peak Lake or Upper Peak Lake (known as Cascade Lakes Reservoir);~~

~~Section 34—South Half; Southwest Quarter of Northeast Quarter; South Half of Northwest Quarter; Northwest Quarter of Northwest Quarter;~~

~~Section 36—All;~~

~~In Township 17 North, Range 15 East:~~

~~Section 16—All in Placer County, except C. P. Ry. Co. right of way;~~

~~Section 17—All of West Half in Placer County;~~

~~Section 20—Lots 1 and 2 of Northwest Quarter and West Half of East Half of Northwest Quarter; except C. P. Ry. Co. right of way;~~

~~Northwest Quarter of Northeast Quarter, except C. P. Ry. Co. right of way;~~

~~East Half of Southeast Quarter, except C. P. Ry. Co. right of way;~~

~~Excepting from all of Section 22 any part with C. P. Ry. Co. right of way in Placer County.~~

~~Section 24—North Half of North Half; South Half, except C.P. Ry. Co. right of way and any part lying south thereof; also except any part in Placer County;~~

~~Section 29—That part in Nevada County of the West 1/3 of Northeast Quarter, except C.P. Ry. Co. right of way;~~

~~In Township 17 North Range 15 East:~~

~~Section 16—North Half of Northeast Quarter; Southwest Quarter of Northeast Quarter (except a strip of land 200 feet in width, the center line of which is 383.9 feet North of the center of Section 16 at its West end and 305.77 feet North of the Southeast corner of the Southwest Quarter of Northeast Quarter of Section 16 at its East end) Northwest Quarter of Southeast Quarter; South Half of Southeast Quarter (except any part in Placer County or in C.P. Ry. Co. right of way) South Half of~~

~~Southwest Quarter (except any part in Placer County or in C.P. Ry. Co. right of way); North 3/4 of West Half;~~

~~Section 17—North Half, except parts described as beginning at a point 9.30 feet North of the Southeast Corner of Parcel No. 1 of the exceptions described in a deed, numbered 3006F, from the Southern Pacific Land Company, a California Corporation, to J.O. Jones, dated October 31, 1940, and found recorded in the office of the County Recorder of the County of Placer, in Book 415 of Official Records, at Page 8 et seq., thence North along the easterly boundary of said Parcel One of the exception a distance of 408 feet; thence South 78 deg. 25' East a distance of 1223.50 feet; thence South 11 deg. 35' West a distance of 400 feet; thence North 78 deg. 25' West 1141.80 feet, more or less, to the place of beginning, and containing approximately 4.40 acres; and a tract of land 801 feet East and West, 641 feet North and South, containing 11.71 acres, and being parts of Lots 2 and 3 in the Southeast Quarter of the Northwest Quarter and the Northwest Quarter of the Southwest Quarter;~~

~~Lot 4 and Southeast Quarter of Southwest Quarter, except any part in Placer County.~~

~~(Ord. 2192, 12/13/05)~~

EXHIBIT B

ARTICLE 7

ELECTIONS

Sec. A-II 7.1 Electronic Filing of Campaign Statements

A. Electronic Filing; Findings and Purpose. The Board of Supervisors makes the following findings in support of requiring that political committees and candidates that meet certain financial thresholds file their campaign statements electronically:

1. Public access to campaign disclosure information is a vital and integral component of a fully informed electorate. Transparency in campaign financing is critical in order to maintain public trust and support of the political process.
2. State law requires candidates, persons supporting or opposing ballot measures and certain other types of committees to file campaign finance statements with the Nevada County elections official detailing the sources of contributions and purposes of expenditures. The intent of these laws is to assist voters in making informed electoral decisions and to assist in ensuring compliance with campaign contribution laws. ~~California Government Cal. Gov't. Code Section §~~ 84615 authorizes local jurisdictions to require the filing of campaign statements and reports solely in an electronic form, with specified exemptions. The purpose of these laws is to assist

voters in making informed electoral decisions and to assist in ensuring compliance with campaign contributions laws.

3. Campaign statements and reports are often very lengthy and dozens of such reports are filed with the Nevada County elections official each reporting period. An electronic system reduces paper waste and time spent processing and storing paper filings, so that efforts can be focused on helping filers comply with filing requirements.
4. The County's electronic filing system shall operate securely and effectively, utilizing multiple safeguards to protect the integrity and security of the data.
5. An electronic system streamlines the process for filers, by storing information previously entered, calculating numbers, and helping to catch errors before filings are submitted.
6. An electronic filing system makes the filing process more efficient for County elections staff by automatically redacting address information for donors and uploading the filings to the internet for virtually real time access to the public.
7. Once the statements are placed online, they are easily accessible for public viewing and allow the public to search reports by field, including, but not limited to, elections, candidate, date, contributor and expenditure. Online electronic filing facilitates review of the statements and maximizes the availability of this information to the public.
8. An electronic system is not unduly burdensome on candidates in that it reduces the need for candidates to print out and physically mail statements to the Nevada County elections office, and it eases the entry of contributors' information in that the electronic filing system will recognize repeat contributors and automatically populate their information.

B. Electronic Filing of Campaign Disclosures.

1. Whenever any candidate or committee is required to file campaign disclosure statements or reports with the Nevada County ~~E~~lections ~~O~~fficial in accordance with the California Political Reform Act, ~~Cal. Gov't Code §§California Government Code Sections~~ 84100 - 91014, ~~et seq.~~, such statements or reports shall be filed electronically. Such statements shall include, but not be limited to, the following: pre-election campaign statements, an amended campaign statement, a supplemental pre-election campaign statement, a report disclosing a contribution received by or made to a candidate, local ballot measure or an independent expenditure made for or against a candidate or local ballot measure, or an independent expenditure made for or against a candidate or local ballot measure of an amount allowable as per the California Fair Political Practices Commission (FPPC) and California State statute \$1,000.00, or more, during an election cycle. The candidate or committee shall file the statement using the electronic filing system available on the Nevada County Elections office website, in accordance with procedures established by the Nevada County elections official. The street or address or building number of any persons or entity representatives listed on the statements or reports, or any bank account number, shall not be displayed online.

2. Elected officials who do not maintain a committee have the option of filing their semi-annual campaign statement electronically.

3. Statements or reports that are filed electronically with the Nevada County elections official pursuant to this section need not also be filed in a paper format.

C. Exemptions.

1. In any instance in which the original statement, report, or other document is required to be filed with the Secretary of State and a copy of that statement, report or other document is required to be filed with the Nevada County elections official, the filer is exempt from filing the statement electronically as provided by ~~Government Code Section~~ Cal. Gov't Code § 84615. However, the filer has the option of filing an electronic copy with the Nevada County elections official.

2. This requirement does not apply to any candidate who receives contributions totaling less than ~~\$1,~~\$2,000.00, and makes expenditures totaling less than ~~\$12,~~\$2,000.00, in a calendar year. (Ord. 2404-~~(, 01/12/16)~~)

EXHIBIT B

ARTICLE 10 ~~RESERVED DELINQUENCY PREVENTION COMMISSION~~

~~Sec. A-II 10.1 Delinquency Prevention Commission Established~~

~~Sec. A-II 10.2 Reserved Sec. A-II 10.3 Delinquency Prevention Commission: Juvenile Justice Commission~~

~~Sec. A-II 10.1 Delinquency Prevention Commission Established~~

~~There is hereby established a Delinquency Prevention Commission of the County of Nevada. (Ord. 508)~~

~~Sec. A-II 10.2 Reserved~~

~~Sec. A-II 10.3 Delinquency Prevention Commission: Juvenile Justice Commission~~

~~In accordance with the provisions of Welfare and Institutions Code Section 233, the Juvenile Justice Commission of the County of Nevada shall serve as the Delinquency Prevention Commission. Appointments to the Commission shall be made by the presiding judge of the Superior Court in accordance with Welfare and Institutions Code Section 225. (Ord. 1752)~~

EXHIBIT B

ARTICLE 10

RESERVED

~~DELINQUENCY PREVENTION COMMISSION~~

~~Sec. A-II 10.1 Delinquency Prevention Commission Established Sec. A-II 10.2 Reserved Sec. A-II 10.3 Delinquency Prevention Commission: Juvenile Justice Commission~~

~~Sec. A-II 10.1 Delinquency Prevention Commission Established~~

~~There is hereby established a Delinquency Prevention Commission of the County of Nevada. (Ord. 508)~~

~~Sec. A-II 10.2 Reserved~~

~~Sec. A-II 10.3 Delinquency Prevention Commission: Juvenile Justice Commission~~

~~In accordance with the provisions of Welfare and Institutions Code Section 233, the Juvenile Justice Commission of the County of Nevada shall serve as the Delinquency Prevention Commission. Appointments to the Commission shall be made by the presiding judge of the Superior Court in accordance with Welfare and Institutions Code Section 225. (Ord. 1752)~~

EXHIBIT B

ARTICLE 11

PARTNERSHIP HEALTHPLAN OF CALIFORNIA COMMISSION

Sections:

Sec. A-II 11.1 Purpose

Sec. A-II 11.2 Authorization to Join Commission

Sec. A-II 11.3 Membership of Commission

Sec. A-II 11.4 Term of Office

Sec. A-II 11.5 Committees

Sec. A-II 11.6 Termination of Membership

Sec. A-II 11.1 Purpose

A. Partnership HealthPlan of California Commission (“Commission”) is a multi-county commission that has created a managed health care plan for Medi-Cal recipients. The purpose of this article is to authorize the County of Nevada to join the existing Commission. This will allow the implementation of a County organized health system in Nevada County as authorized by Cal. Welf. & Inst. Code~~Welfare and Institutions Code section~~ §-14087.54.

B. The Commission will negotiate an exclusive contract with the California Department of Health Care Services (DHCS) authorizing the expansion of the Partnership HealthPlan of California into Nevada County. This expansion is expected to occur on or about January 1, 2024. (Ord. 2494, (08/24/2021))

Sec. A-II 11.2 Authorization to Join Commission

Pursuant to Cal. Welf. & Inst. §~~Welfare and Institutions Code Section~~ 14087.54, the Nevada County Board of Supervisors hereby authorizes the County of Nevada to join the Commission. (Ord. 2494, (08/24/2021))

Sec. A-II 11.3 Membership of Commission

A. The Commission shall be comprised of commissioners appointed by the B~~o~~ard of S~~u~~pervisors of each member county. Unless and until the commission, by formal action, establishes a different formula or system of membership, the Commission representation shall be based on the number of Medi-Cal beneficiaries enrolled in the HealthPlan in each county, as determined by the Partnership HealthPlan of California’s established formula.

B. The Commission members appointed by the Nevada County Board of Supervisors shall serve at the pleasure of the Board and shall include an employee of the County within Health and Human Services and may include the following:

1. Local healthcare and medical providers who provide services to Medi-Cal beneficiaries;
2. Medi-Cal beneficiaries;

3. Family members of Medi-Cal beneficiaries.

C. Individuals may be appointed to the Partnership Health Plan Commission by the Nevada County Board of Supervisors, with recommendations from the Nevada County Chief Executive Officer and the Nevada County Health and Human Services Agency Director. (Ord. 2494, (08/24/2021))

Sec. A-II 11.4 Term of Office

The term for the Commission members shall be for two-year periods. Nothing herein shall prohibit a person from serving more than one term. Each Commission member shall remain in office at the conclusion of that member's term until a successor member has been selected and installed into office. An office shall become vacant if a Commission member discontinues to live or work in the area from which appointed or fails to attend three meetings in a row of the Commission. (Ord. 2494, (08/24/2021))

Sec. A-II 11.5 Committees

In collaboration with Partnership Health Plan, the County may establish a local managed care committee that may include any members of the Commission, and that would inform the County members on the Partnership Health Plan Commission, on behalf of Nevada County, of local health needs, priorities and issues. Individuals on this local committee shall be nominated by Nevada County ~~Director of~~ Health and Human Services Director or designee. (Ord. 2494, (08/24/2021))

Sec. A-II 11.6 Termination of Membership

The Commission shall continue to represent Nevada County until such time as the Nevada County Board of Supervisors terminates the representation. To terminate the representation, the Nevada County Board of Supervisors, or its designee, shall provide a ninety-day notice to other participating counties and the State Department of Health Care Services, as specified in Cal. Welf. & Inst. Code § Welfare and Institutions Code section 14087.54(g). (Ord. 2494, (08/24/21))

EXHIBIT B

ARTICLE 12

BOARDS, COMMITTEES, COMMISSIONS, COUNCILS AND SPECIAL DISTRICTS
ESTABLISHED BY RESOLUTION*

Sections:

Sec. A-II 12.1 Authority of Board of Supervisors to Establish

Sec. A-II 12.2 State Mandated Boards, Committees, Commissions, Councils, or Special Districts

Sec. A-II 12.3 Boards

Sec. A-II 12.4 Commissions

Sec. A-II 12.5 Committees

Sec. A-II 12.6 Councils

Sec. A-II 12.7 Special Districts

Sec. A-II 12.8 Miscellaneous Advisory Entities

Sec. A-II 12.9 Adoption of State Law Relating to Law Libraries

Sec. A-II 12.1 Authority of Board of Supervisors to Establish

~~* EDITOR'S NOTE: A list of the Boards, Commissions, Committees, and Councils that have been established by Resolutions promulgated by the Board of Supervisors and are, as of January 1, 1972, active and functioning, is on file with the Clerk of the Board of Supervisors. These Boards, Commissions, Committees, and Councils and may Special Districts may be established by Resolution of the Board of Supervisors. were eThese entities are created for the purposes of advising the Board of Supervisors and of performing specific functions designated by the Board in their respective areas of expertise. Each Board, Commission, Committee, and Council and Special District shall be governed by Resolutions specifying the composition, functions, rules and procedures. A full list of these various Boards, Commissions, Committees, and Councils and Special Districts are on file in the office of the Clerk of the Board of Supervisors.~~

~~THE LIST OF BOARDS, COMMISSIONS, COMMITTEES AND COUNCILS MAY BE OBTAINED FROM THE CLERK OF THE BOARD OF SUPERVISORS.~~

Sec. A-II 12.2

State mandated Boards, Committees, Commissions, Councils, or Special Districts, include, but are not limited to:

Abandoned Vehicle Abatement Program – County Service Authority;

Air Quality Management District Board;

Area 4 Agency on Aging Advisory Council;

Area 4 Agency of Aging Governing Board;

Assessment Appeals Board;

Board of Trustees of the Law Library;

Citizen’s Oversight Committee of the Nevada Country Library;

County Oversight Board for the County of Nevada;

First 5 Nevada County Children and Families First Commission;

Juvenile Justice/Delinquency Prevention Commission;

Local Agency Formation Commission (LAFCo);

Local Planning Council for Child Development for the County of Nevada (LPC);

Mental Health & Substance Use Advisory Board (Nevada County);

Nevada-Sierra Connecting Point Public Authority Governing Board;

Remote Access Network (RAN);

Solid and Hazardous Waste Commission (Nevada County);

Sec. A-II 12.3 Boards

Boards include, but are not limited to:

Area 4 Agency of Aging Governing Board;

Assessment Appeals Board;

Board of Trustees for the Law Library;

Building and Accessibility Standards Board of Review;

Countywide Oversight Board for the County of Nevada;

Mental Health & Substance Use Advisory Board (Nevada County);

Nevada-Sierra Connecting Point Public Authority Governing Board.

Sec. A-II 12.4 Commissions

Commissions include, but are not limited to:

Adult and Family Services Commission;

Agricultural Commission;

Airport Land Use Commission;

Farm Commission;

First 5 Nevada County Children and Families First Commission;

Fish and Wildlife Commission;

Historical Landmarks Commission;

Juvenile Justice/Delinquency Prevention Commission;

Local Agency Formation Commission (LAFCo);

Planning Commission;

Nevada County Transportation Commission;

Planning Commission;

Solid and Hazardous Waste Commission (Nevada County);

Transit Services Commission.

Sec. A-II 12.5 Committees

Committees include, but are not limited to:

Citizen's Oversight Committee of the Nevada County Library;

City Selection Committee;

Emergency Medical Care Committee;

Nevada County sanitation District No. 1 Advisory Committee;

Roll Correction Review Committee.

Sec. A-II 12.6 Councils

Councils include, but are not limited to:

Area 4 Agency on Aging Advisory Council;

Local Planning Council for Child Care Development for County of Nevada (LPC);

Multi-Agency Juvenile Justice Coordinating Council/Local Planning Council;

Operational Area Emergency Services Council (Nevada County):

Penn Valley Area Municipal Advisory Council:

South County Area Municipal Advisory Council.

Sec. A-II 12.7 Special Districts

Special Districts include, but are not limited to:

Air Quality Management District Hearing Board:

Industrial Development Authority:

Donner Summit Public Utility District;

Underground Utility Districts.

Sec. A-II 12.8 Miscellaneous advisory entities

Other advisory entities include, but are not limited to:

Abandoned Vehicle Abatement Program – County Service Authority:

Grand Jury:

Nevada County Finance Authority;

Northern Rural Training Employment Consortium (NORTEC):

Regional Housing Authority;

Remote Access Network;

Sewage Disposal Technical Advisory Group.

Sec. A-II 12.9 Adoption of State Law Relating to Law Libraries

Adoption of State Law Relating to Law Libraries

All of the provisions of Chapter 5 of Division 3 of the Business and Professions Code of the California State regarding law libraries shall be, and the same are, hereby made applicable to the County. (Business and Professions Code-Cal. Buus. & Prof. Code §§ 6300 to 6364.) (Ord. 206. (12/01/1955))

EXHIBIT B

ARTICLE 13

TRAVEL EXPENSES AND COMPENSATION OF COMMITTEES AND COMMISSIONS

Section:

Sec. A-II 13.1 Rates Established Generally

Sec. A-II 13.2 Paid Meetings Authorized for Planning Commission

Sec. A-II 13.3 Juvenile Justice/Delinquency Prevention Commission

Sec. A-II 13.4 Authorized Meeting, Defined

Sec. A-II 13.5 Reserved

Sec. A-II 13.6 Reserved

Sec. A-II 13.7 Drawing of Warrants

Sec. A-II 13.1 Rates Established Generally

There is hereby established in the County mileage rates for authorized meetings attended by members of committees, commissions, or boards which have been established by the Board of Supervisors. Such mileage rates shall be in accordance with the provisions of the Resolution or Ordinance establishing the Committee, Commission, or Board, or if such travel expenses are budgeted. (Ord. 1713. [\(06/04/1991\)](#); Ord. 1861. [\(05/17/1994\)](#); Ord. 1944. [\(07/22/1997\)](#))

Sec. A-II 13.2 Paid Meetings Authorized for Planning Commission

There is hereby established in the County of Nevada, for the Planning Commission, the sum of \$75.00 per authorized half-day meeting and \$140.00 per authorized full-day meeting to be paid to each member, and the sum of \$85.00 per authorized half-day meeting and \$160.00 per authorized full-day meeting to be paid to the Chair for each meeting attended.

The Nevada County Planning Commission is authorized to hold as many paid meetings per month, up to a maximum of four (4) times per month, as is necessary to conduct the business of the Commission. The Board of Supervisors may authorize additional meetings upon the request of the Chair of the Commission. (Ord. 1677. [\(11/06/1990\)](#); Ord. 1831. [\(05/18/1993\)](#); Ord. 2036. [\(09/26/2000\)](#))

Sec. A-II 13.3 Juvenile Justice/Delinquency Prevention Commission

In lieu of reimbursement for mileage or any other actual or necessary expenses incurred in the performance of their duties, members of the Juvenile Justice/Delinquency Prevention Commission shall receive a stipend for attendance at meetings in the sum of \$25.00 per authorized meeting to be paid to each member. The stipend may be paid for up to two authorized meetings per month. (Ord. 2393. (04/28/2015))

Sec. A-II 13.4 Authorized Meeting, Defined

For purposes of this Article, the term “authorized meeting” shall mean a noticed regular or special meeting of the appointed board or commission to address matters within its jurisdiction. ~~which is held in accordance with the Brown Act.~~ Authorized meetings shall not include subcommittee meetings, working group meetings or any other meetings at which less than the full board or commission is expected to attend. (Ord. 2393. (04/28/2015))

Sec. A-II 13.5 Reserved

Sec. A-II 13.6 Reserved

Sec. A-II 13.7 Drawing of Warrants

The Chair of each committee or commission eligible for travel expenses and compensation shall establish with the ~~County Auditor~~ Auditor-Controller the number of miles between the committee or commission member’s residence and the normal meeting place. Immediately after the normal meeting date, the chair of each committee or commission shall file with the ~~County Auditor~~ Auditor-Controller, following written approval by the department head responsible for budget unit on forms provided, a listing of all persons in attendance at the meeting(s) who are entitled to compensation under this ~~Article~~ Chapter, and the Auditor shall draw warrants in the amounts established herein by Nevada County Personnel section 7 payable to said persons entitled to compensation. (Ord. 1012. (06/02/1981); Ord. 1944. (07/22/1997))

EXHIBIT B

ARTICLE 14

COUNTY VEHICLES

Sections:

Sec. A-II 14.1 Legislative Intent

Sec. A-II 14.2 Application

Sec. A-II 14.3 General Rules and Regulations

Sec. A-II 14.4 Fleet Services Manager Responsibilities

Sec. A-II 14.5 Department Head Responsibilities

Sec. A-II 14.6 Driver's Responsibilities

Sec. A-II 14.7 Temporary and/or Permanent Retention of County Vehicles

Sec. A-II 14.8 Reporting of Vehicle Accidents

Sec. A-II 14.9 Use of Private Vehicles on County Business

Sec. A-II 14.10 Violations

Sec. A-II 14.1 Legislative Intent

The Board of Supervisors enacts this Article to accomplish the following purposes:

- A. To institute uniform rules and regulations governing the use and operation of County vehicles;
- B. To assign Fleet ~~Services~~ Manager, department head and driver responsibilities pertaining to County vehicles;
- C. To establish a uniform policy regarding permanent retention and/or temporary retention of County vehicles;
- D. To establish a formal policy for reporting vehicle accidents; and
- E. To establish uniform policies regarding the use of private vehicles on County business.

Sec. A-II 14.2 Application

Each department head of the County of Nevada shall be responsible for assuring that all employees and volunteers within ~~his or her~~ their department who drive vehicles on County business are thoroughly aware of and comply with these rules and regulations.

Sec. A-II 14.3 General Rules and Regulations

- A. Responsibility for County vehicles shall be centralized under the direction of the County Fleet Services Manager.
- B. County vehicles shall be operated only by an authorized County employee, officer, volunteer or agent possessing a valid driver's license of proper class for the vehicle being operated.
- C. Use of County vehicles for any purpose other than County business is prohibited.
- D. Use of a County vehicle for transportation to home or a restaurant, for meals, is prohibited unless the following conditions exist:
 - 1. The employee is enin route while on field duty or attending a meeting on official County business; or
 - 2. The permanent or temporary retention of a County vehicle is authorized.
- E. Transportation of any person not connected with County business shall be prohibited in County vehicles except where (1) with prior approval of the department head that such transportation is in furtherance of County business, or (2) in situations imposing immediate personal danger an employee or volunteer may assist any such person to another location. This policy does not permit the transport of individuals to non-~~work related~~work-related destinations or for non-work purposes.
- F. Members of the Board of Supervisors and their spouses may attend local, regional or state meetings by travel in County vehicles. With the written approval of the appropriate department heads, County employees may transport their spouses to local, regional or state meetings by travel in County vehicles; provided, however, that there shall be no additional costs incurred by the County by such travel, and no County employee shall be displaced from travel in a County vehicle by the application of this Section.
- G. Seat belts shall be worn while operating or riding in County vehicles. The driver of the vehicle shall be responsible for passenger adherence to this rule.
- H. Smoking in County vehicles is prohibited.
- I. Use of cell phone while driving a County vehicle must comply with Cal. Veh. Code §23123.5, allowing for hands free operation and specific handheld exceptions. Any other usage is prohibited. (Ord. 2005. (09/14/1999))
- J. Use of a County vehicle to haul any material or pull a trailer for any other purpose than County business, is prohibited.

Sec. A-II 14.4 Fleet Services Manager Responsibilities

The Fleet Services Manager shall plan, organize and direct all facets of the County vehicle program including, but not limited to, the following:

- A. Scheduling, coordinating and supervising all maintenance and repair activities;
- B. Establishing and maintaining a maintenance and repair cost program ~~in coordination with Information Systems;~~
- C. Preparing recommendations and specifications for replacement and/or new vehicles;

- D. Transferring vehicles between departments;
- E. Preparing surplus vehicles for disposal in coordination with the Purchasing Agent;
- F. Preparing new and/or replacement vehicles for service;
- G. Managing all facets of a centralized motor pool; and
- H. Performing related duties as required. (Ord. 2028. (05/02/2000))

Sec. A-II 14.5 Department Head Responsibilities

Each department head shall:

- A. ~~Submit proposed~~ Approve usage for ~~pre-approval to County Executive Officer~~ for temporary employees or volunteers;
- B. Be responsible for the enforcement of rules and regulations contained in this ~~Article~~Chapter;
- C. Be responsible for the effective utilization of County vehicles;
- D. ~~Aggressively s~~Support the concept of defensive driving;
- E. Review accident reports and assure corrective action is taken;
- F. Maintain a current listing of employees' and volunteers' drivers' license and vehicle insurance expiration dates;
- ~~G.—Ensure that County drivers using fleet vehicles record the quantity of fuel, quantity of oil and mileage reading at the time of dispensing fuel, and that such records are accurate;~~
- ~~G.H.~~—Be responsible for registration of employees and volunteers with the Department of Motor Vehicles Pull Notice System, where the employee or volunteer is required to maintain a Class A or B license for the operation of County vehicles. A Class A or B driver's license is required when employees operate passenger vans with seating capacity of 10 or more passengers, including the driver, as well as heavy truck operators (those operating vehicles with gross vehicle weight of 26,001 pounds or more);
- ~~H.~~ Be responsible for obtaining a completed certification as required in ~~Sec. A-II 14.6~~ this eCode for temporary employees and volunteers authorized to operate a County vehicle or privately-owned vehicle on County business;
- ~~I.~~ Department heads to whom vehicles have been assigned shall submit monthly mileage and fuel reports to the Fleet Services Manager.

Sec. A-II 14.6 Driver's Responsibilities

All County employees and volunteers, when using any vehicle on County business, shall:

- A. Operate vehicles in a safe, reasonable manner consistent with the intended use of the vehicle, and behave or conduct one's self in a manner that is professional and in the best interests of the County.
- B. Observe all traffic laws, rules and regulations. Fines and penalties imposed for violation of traffic laws, rules and regulations while on County business, other than those

due to County equipment violations or to over-length or over-width County vehicles, are the responsibility of the driver.

C. Whenever possible, inspect the assigned vehicle to ensure its safe operating condition.

1. Inspection shall include inspection of stop, turn and ~~tail light~~stailights, head lamps, windshield wipers, tires and seat belts. In addition, engine oil and coolant levels shall be checked. Departments may designate one employee to inspect all assigned vehicles.

2. If there is evidence of accident damage, it shall be reported immediately to the supervisor before leaving the parking area.

D. County officers, employees, volunteers, and members of boards, commissions and committees, prior to using any vehicle on County business, shall certify that:

1. The driver and any privately-owned vehicle to be used on County business are currently licensed, that such licenses have not been revoked or suspended, and that restrictions concerning any license will be met by the driver;

2. The driver and any privately-owned vehicle used on County business are insured by a company authorized to do business in the State of California in the minimum amounts specified by law; and

3. The driver has read ~~Chapter II, Article 14 of the Administrative~~ all articles pertaining to vehicles in the Code of the County of Nevada and will faithfully abide thereby.

Said certification shall be made on a form provided by the Human Resources Department.

Sec. A-II 14.7 Temporary and/or Permanent Retention of County Vehicles

When not being used on County business, all County vehicles shall be kept on County property except as herein provided.

Temporary or permanent retention of a County vehicle may be authorized when, in the opinion of the Fleet Services Manager, storage facilities for the vehicle are not adequate due to lack of security of space, and /or the interests of the County are best served by permitting permanent or temporary retention.

A. PERMANENT RETENTION shall constitute the ongoing retention of a County vehicle by a County employee or officer at ~~his or her~~ their place of residence, as authorized under this Section. In no event shall permanent retention be authorized for any period longer than one year.

1. An application for authorization for the permanent retention of each vehicle shall be submitted by the department head to the Fleet Services Manager. Justification for permanent retention shall be based on the following criteria:

a. The employee must respond to emergencies requiring immediate attention during off-duty hours for the protection of persons or property specifically requiring their presence in a supervisory or technical capacity. Such emergencies must require immediate travel to the emergency scene; or

- b. Retention is necessary for programs required by State law for operation of a 24 hour Emergency Response System.
2. All permanent retention applications shall be submitted on forms provided by the Fleet Services Manager.
3. All approved permanent retention requests shall automatically terminate on the succeeding July 1st.

B. TEMPORARY RETENTION

Department heads shall be authorized to grant temporary retention of vehicles to employees based on the following criteria:

1. When an employee is scheduled for standby duty outside of normal working hours due to conditions arising from adverse weather; or
 - ~~2. When snow conditions create vehicle accessibility problems; or~~
 - ~~3.2~~ 2. When an employee is returning from an officially authorized trip after 5:00 p.m. or leaving before 8:00 a.m..
- C. Any employee authorized to permanently or temporarily retain a County vehicle shall not use said vehicle for any private purpose while the vehicle is within ~~his or her~~ their possession.

Sec. A-II 14.8 Reporting of Vehicle Accidents

A. Any employee or volunteer using a County vehicle or a private vehicle on County business who is involved in any type of a vehicle accident, whether or not visible damage is apparent, shall report the accident on the County's accident report form as soon as appropriate emergency action has been taken. The accident report form can be found in the glove compartment of each County vehicle or may be obtained from the employee's or volunteer's department head or the Risk Manager. The completed form is to be given to the employee's or volunteer's department head or the department head's designee. If the employee or volunteer involved in a vehicle accident is not physically able to complete the report form, it shall be the responsibility of the department head, or their designee, to arrange to have the employee or volunteer interviewed and the accident report form completed. When possible, pictures should be taken to accompany the report. The department head, or department head's designee, shall review the form to ensure it is properly completed and shall forward copies of the form to the Risk Manager, the Fleet Services Manager and the Human Resources Department for inclusion in the employee's file.

B. At no time shall an employee or volunteer discuss any accident or facets related thereto with anyone other than investigative law enforcement officers, the employee's or volunteer's immediate supervisor, department safety officer, department head, the Risk Manager or County Counsel, without approval of the Risk Manager or County Counsel. All inquiries shall be referred to the Risk Manager.

Sec. A-II 14.9 Use of Private Vehicles on County Business

A. By mutual consent of the County and employee or volunteer, the use of privately-owned vehicles on County business may be allowed when such use is determined to be in the best interest of the County. However, prior to use of a private vehicle on County business, all of the following conditions must be met:

1. Use of the privately-owned vehicle shall be authorized by the individual's department head~~;~~
2. A valid driver's license shall be in the driver's possession at all times~~;~~
3. Vehicles shall be adequately insured. The liability insurance coverage on any private vehicle used in County business must conform to the minimum requirements for financial responsibility, as set forth in ~~California Vehicle Code Section~~ Cal. Veh. Code §1602~~;~~
4. The vehicle shall be in sound mechanical condition adequate for providing required transportation in a safe manner~~;~~
5. The vehicle shall be equipped with, and each occupant will be required to use, seat belts~~;~~

B. The cost of damage and/or wear and tear to a privately owned vehicle used on County business is the responsibility of the owner of the vehicle. ~~(Ord. 2005. (09/14/1999))~~

C. Only conventional automobiles equipped with four or more wheels and steel or fiberglass doors shall be used on County business. Motorcycles, mopeds, scooters, bicycles or similar vehicles may not be used to conduct County business. ~~(Ord. 2005)~~

Sec. A-II 14.10 Violations

A violation of this Article shall not be a misdemeanor or infraction but may be cause for disciplinary action pursuant to the Nevada County Personnel Code.

EXHIBIT B

ARTICLE 15

PUBLIC DEFENDER

Sections:

Sec. A-II 15.1 Office Established

Sec. A-II 15.2 Appointment of the Public Defender

Sec. A-II 15.3 ~~Applicability of Certain State Law to Office of Public Defender~~ Duties and Responsibilities of the Office of Public Defender

Sec. A-II 15.1 Office Established

There is hereby established the Office of Public Defender for the County. (Ord. 252 (08/01/1961))

Sec. A-II 15.2 Appointment of the Public Defender

The Public Defender shall be appointed by, and shall serve at the pleasure of, the Board of Supervisors as per Cal. Gov't Code § 27703 ~~County Executive Officer. (Ord. 252 (08/01/1961); Ord. 1299(05/13/1985)).~~ The Public Defender shall meet all of the qualifications found in Cal. Gov't Codes §§ 27700 – 27711.

Sec. A-II 15.3 ~~Applicability of Certain State Law to Office of Public Defender~~ Duties and Responsibilities of the Office of Public Defender

Except as herein otherwise provided, all of the provisions of ~~Chapter 13, Part 3, Division 2, Title 3, of the Cal. Gov't Code §§ Government Code, commencing with Sections~~ 27700 – 27711, as the same now are or as they may hereafter be amended, shall apply to the Office of Public Defender: (Ord. 252 (08/01/1961)), including but not limited to, upon request of the defendant or order of the court, defend any person not able to employ counsel and who is charged with the commission of any contempt or offense triable in the superior courts, with applicable statutory restrictions.

EXHIBIT B

CLERK OF THE BOARD

ARTICLE 19

CLERK OF THE BOARD OF SUPERVISORS

Sections:

Sec. A-II 19.1 Office Established

Sec. A-II 19.2 Deputies Authorized

Sec. A-II 19.3 Duties Established

Sec. A-II 19.4 Reserved

Sec. A-II 19.5 Reserved

Sec. A-II 19.6 Transcription Fees

Sec. A-II 19.1 Office Established

There is hereby created the Office of the Clerk of the Board of Supervisors. The Clerk of the Board of Supervisors shall serve under the general direction and at the pleasure of the Board of Supervisors. (Ord. 1786. (06/16/1992))

Sec. A-II 19.2 Deputies Authorized

The Clerk of the Board of Supervisors may appoint deputies as authorized by the Board of Supervisors to assist the Clerk in the performance of ~~his or her~~ their duties. The Clerk of the Board shall have sole responsibility for the management and control of any such deputies.

Sec. A-II 19.3 Duties Established

The Clerk of the Board of Supervisors shall perform those duties prescribed by law for the County Clerk as Ex Officio Clerk of the Board of Supervisors and such other duties as may be assigned by the Board of Supervisors. Additionally, the Clerk of the Board of Supervisors shall:

- A. Attend each session of the Board of Supervisors and attend committee meetings when requested to do so.
- B. Keep and enter in the minute book of the Board a full and complete record of the proceedings of the Board at all regular and special meetings, including the entry in full of all Resolutions and all decisions on questions concerning the allowance of accounts. The vote of each member on every question shall be recorded.
- C. Immediately after each meeting of the Board, deliver to, and leave with the Auditor, all demands allowed for the payment of money.
- D. File and preserve, or dispose of pursuant to law, all petitions, applications, and other papers and records deposited with ~~him or her~~ them.
- E. Authenticate with ~~his or her~~ their signature and the seal of the Board, and file each Ordinance passed by the Board.

F. Take acknowledgments and administer and certify oaths in the performance of such person's official duties.

G. Perform such other functions of such person's office as may be required by law. (Ord. 1786. (06/16/1992))

Sec. A-II 19.4 Reserved

Sec. A-II 19.5 Reserved

~~Sec. A-II 19.6 Transcription Fees~~

~~The Clerk of the Board of Supervisors shall be the custodian of all recordings of the official proceedings of the Board of Supervisors. The general public shall have the right to listen to or view these recordings and to transcribe the proceedings recorded thereon subject to the following conditions:~~

~~A.—— That the listening, transcribing, viewing, or reproduction of the proceedings recorded shall only be done at a time which is reasonably convenient to the Clerk of the Board of Supervisors.~~

~~B.—— That only the Clerk of the Board of Supervisors or an authorized deputy shall be allowed to operate said equipment for the purpose of allowing the general public to either listen, transcribe, or reproduce the proceedings recorded thereon.~~

~~C.—— That the person requesting the privilege of transcribing the proceedings shall pay to the Clerk of the Board of Supervisors an advance deposit in an amount to be established by Resolution of the Board of Supervisors, which sum shall be applied to the total cost of preparing the transcript. The cost of transcribing the proceedings as set forth herein shall be calculated at the rate established by Resolution of the Board of Supervisors.~~

~~D.—— The Clerk of the Board of Supervisors shall be responsible for, and for and collect the advance deposit and all fees authorized herein. All proceeds derived therefrom shall be paid to the County General Fund. (Ord. 1658. (08/07/1990); Ord. 2389. (10/28/2014))~~

EXHIBIT B

ARTICLE 24

FEES

Sec A-II 24 Consolidated Fee Schedule

Sec. A-II 24.1 Coroner Fees

Sec. A-II 24.2 Elections Department Fees

Sec. A-II 24.3 ~~Reserved~~ Concealed Firearm License Fee

Sec. A-II 24.4 ~~Reserved~~ Fingerprinting Fee Required

Sec. A-II 24.5 ~~Reserved~~ Fees for Transportation of Trees, Shrubs and Boughs

Sec. A-II 24.6 Reserved

Sec. A-II 24.7 Reserved

Sec. A-II 24.8 County Clerk-Recorder Fees

Sec. A-II 24.9 Reserved

Sec. A-II 24.10 Reserved

Sec. A-II 24.11 Reserved

Sec. A-II 24.12 Probation Department Fees

Sec. A-II 24.13 Reserved

Sec. A-II 24.14 Reserved

Sec. A-II 24.15 Fee for Explosives Permit

Sec. A-II 24.16 Identification Photographs

Sec. A-II 24.17 Reserved

Sec. A-II 24.18 Geographic Information System

Sec. A-II 24.19 Credit Cards Accepted

Sec. A-II 24.20 Library Fines and Fees

Sec. A-II 24.21 Transcription and Duplication Fees by the Clerk of the Board of Supervisors

Sec. A-II 24 Consolidated Fee Schedule

The Board of Supervisors, shall, from time to time, adopt by resolution, fees. To provide greater transparency and ease of accessibility, fees may be listed within a County consolidated fee

schedule. Additional fees may be established as permissible by state law and passed by Resolution of the Board of Supervisors.

Sec. A-II 24.1 Coroner Fees

In accordance with ~~Cal. Gov't Code §§ Government Code Sections~~ 27472 and 54985, the Coroner of the County of Nevada shall charge and collect a fee, the amount which reflects the actual expense incurred by the Coroner, for the removal of a body from the place of death and/or the keeping of a body until its release or interment. Such fee shall be set by resolution of the Board of Supervisors and shall be imposed in accordance with the ~~Cal. Gov't Code § Government Code section~~ 27472. (Ord. 2244. (06/26/2007); Ord. 2413. (06/28/2016))

Sec. A-II 24.2 Elections Department Fees

A. The Elections Department is hereby authorized to charge and collect fees for the following services, the amount of which shall be adopted by Resolution of the Board of Supervisors of the County of Nevada.

1. Voter registration index.
2. Voter registration/street list by district (digital or printed).
3. Voter registration/street list County-wide (digital or printed).
4. Voter registration list proposed territory/district.
5. Absentee ballot voter list (digital or printed).
6. Absentee voter mailing labels.
7. Certified copy of voter's affidavit of registration.
8. Election results digital (County-wide only); 1999 on or available online; pre-1999 printed (County-wide or a portion thereof).
9. Filing a County initiative (fee is refundable if measure qualifies for the ballot).
10. Maps: 8 1/2" x 11"; 11" x 14"; 34" x 44".
11. Preprinted supervisorial district maps.
12. Other such fees as are adopted by Resolution of the Board of Supervisors or allowable by state or federal law.

B. The fee for certifying a copy of any paper, record or document, the original of which is on file in the County Elections Office. (Ord. 2056. ~~(05/08/2001)~~; Ord. 2108. ~~(02/11/2003)~~; Ord. 2346. ~~(01/24/2012)~~)

Sec. A-II 24.3 ~~Reserved~~ ~~Sec. G-IV-9.1~~ Concealed Firearm License Fee

The Sheriff is authorized and directed to charge and collect a fee for each concealed firearm license issued by the Sheriff's Office, and a sum for each renewal of said permit, in an amount to be determined by resolution of the Board of Supervisors. (Ord. 2413. ~~.~~, (06/28/~~2016~~))

Sec. A-II 24.4 ~~Reserved~~ ~~Sec. G-IV-10.1~~ Fingerprinting Fee Required

Any person desiring to be fingerprinted by the Sheriff's Office shall pay a fee in an amount set by the Board of Supervisors, which the Sheriff shall deposit in the General Fund of the County. Said fee shall be in addition to any amount required by the State of California.

Sec. A-II 24.5 ~~Reserved~~ ~~Sec. G-III-2.1~~ Fees for Transportation of Trees, Shrubs and Boughs Fees

The Sheriff is authorized and directed to collect a fee in an amount set by the Board of Supervisors for each application filed with the Sheriff's Office for tags for the transportation of trees, shrubs, and boughs as required by California Penal Code ~~Section 384e~~. The Sheriff is also authorized and directed to collect an additional fee in the amount to be set by the Board of Supervisors for each transportation tag issued, ~~pursuant to Penal Code Section 384e~~.

Sec. A-II 24.6 Reserved

Sec. A-II 24.7 Reserved

Sec. A-II 24.8 County Clerk-Recorder Fees

The Clerk-Recorder is hereby authorized to charge and collect, as provided by ~~Government Code Sections~~ Cal. Gov't Code §§ 27366, 27397, and 54985, and the ~~Fish and Game Code Section~~ Cal. Fish & Game § 711.4, fees for the following services, and others, in the amount of which shall be adopted by Resolution of the Board of Supervisors of the County of Nevada:

1. Application for and issuance of a marriage license.
2. Application for and issuance of a confidential marriage license.
3. Duplicate marriage license.

4. Keepsake marriage license.
5. Issuance of authorization to marry and oath.
6. Marriage ceremony (in-house, on-duty); wedding ceremony witness.
7. Marriage ceremony solemnization.
8. Environmental impact report, clerk's fee.
9. Filing of a fictitious business name statement; first fictitious name; each additional fictitious name; each additional owner; abandonment; withdrawal.
10. Power of attorney for an admitted surety insurer; each subsequent name.
11. Bond of a notary public.
12. Notary signature certification, first signature and subsequent signatures.

13. Involuntary liens (mailed notice); 20-day preliminary notice.
14. Official records duplication, first page and subsequent pages.
15. Official records recordation, first page per document for social security number truncation program.
16. Records search, archival and files search.
17. Maps, first page and subsequent pages.
18. Certification; conformed copies.
19. Mailing and packaging (plus actual postage costs).
20. Fax charge, first page and subsequent pages.
21. Internet subscription service.
22. CD-ROM with one day's images.
23. CD-ROM with one week's images.
24. CD-ROM with one month's images.
25. CD-ROM with archival images.
26. CD-ROM with map images.
27. Complete set of Nevada County recorded maps on electronic format DVD-(1865 -).
28. Quarterly update map in electronic format DVD*.
29. Clerk's filing fee for California Environmental Quality Act documents.

30. Official Records Recordation, First Page Per Document Recording Fee, Submitter Agreement Fee, and Vendor Fee for Electronic Recording Delivery Act of 2004.

* You cannot purchase just the electronic update ~~DVD~~ without first purchasing the complete set.

~~(Ord. 1641, 6/22/90; Ord. 1892, 12/19/95; Ord. 2018, 1/25/00; Ord. 2042, 12/12/00; Ord. 2056, 5/8/01; Ord. 2263, 4/8/08; Ord. 2333, 2/8/11; Ord. 2346; Ord. 2444, Adopt. 12/12/17, Eff. 1/11/18)~~

Sec. A-II 24.9 Reserved

Sec. A-II 24.10 Reserved

Sec. A-II 24.11 Reserved

Sec. A-II 24.12 Probation Department Fees

The Probation Department is hereby authorized to charge and collect fees for the investigation and preparation of presentencing reports for the Superior Courts, and for probation supervision services, in accordance with the provisions of Cal. Penal Code Section§ 1203.1b. The amount of such fees shall be adopted by Resolution of the Board of Supervisors of the County of Nevada. (Ord. 1763, (03/17/1992))

Sec. A-II 24.13 Reserved

Sec. A-II 24.14 Reserved

Sec. A-II 24.15 Fee for Explosives Permit

In accordance with ~~Health and Safety Code Sections~~ Cal. Health & Safety §§ 12101 - 12401, et seq., the Sheriff's Office is hereby authorized to charge and collect a fee or fees for the application for, and issuance of, an explosives permit. Such fees shall be set by ~~Resolution~~ of the Board of Supervisors and shall be imposed in accordance with the provisions of ~~Health and Safety Code Sections~~ Cal. Health & Safety §§ 12101 - 12401, et seq. (Ord. 1847, (10/26/1993); Ord. 2413, (06/28/2016))

Sec. A-II 24.16 Identification Photographs

The Sheriff's Office is hereby authorized to charge and collect a fee in an amount to be determined by Resolution of the Board of Supervisors upon request for and receipt of an identification photograph. (Ord. 1847. ~~(10/26/1993)~~)

Sec. A-II 24.17 Reserved

Sec. A-II 24.18 Geographic Information System

In accordance with ~~California Government Code Section §~~ Cal. Gov't Code § 6254.9, the County of Nevada shall charge and collect fees for maps, data, analyses, reports, and other such related information services and/or use of the Geographic Information System (GIS). A schedule of such fees shall be adopted by Resolution of the Board of Supervisors provided, however, that only the actual cost associated with the copying of any map or report shall be charged with regard to any such map or report that was originally provided by the GIS system for any County purpose. (Ord. 1898. ~~03/26/1996~~)

Sec. A-II 24.19 Credit Cards Accepted

In accordance with ~~Government Code Cal. Gov't Code §~~ 6159 and ~~Revenue and Taxation Code Cal. Rev. & Tax. §~~ 2511.1, the Board of Supervisors hereby authorizes County departments to accept credit cards as payment ~~for the purposes listed below~~. However, no credit card shall be accepted as payment until a contract between the County of Nevada and the card issuer has been executed which contains the terms and provisions set forth in subdivision (d) of ~~Government Code Cal. Gov't Code §~~ 6159. Upon execution of such a contract, credit cards will be accepted as payment for the following purposes:

A. Payment for the deposit of bail or for any fine for any offense not declared to be a felony.

~~B. Payment of a filing fee or other court fee.~~

~~BC.~~ Payment of any towage or storage costs for a vehicle that has been removed from a highway, or from public or private property, as a result of parking violations.

~~CD.~~ Payment of child, family, or spousal support, including reimbursement of public assistance, related fees, costs, or penalties.

~~DE.~~ Payment for services rendered by the County.

~~EF.~~ Payment of any fee, charge, or tax.

No officer or employee of the County of Nevada who has or had access to credit card information provided to the County under this ~~S~~section shall disclose such information or use

such information for any unauthorized purpose. Any violation of this ~~S~~section shall be a misdemeanor. (Ord. 2012. ~~(01/11/2000)~~)

Sec. A-II 24.20 Library Fines and Fees

In accordance with ~~Education Code sections~~Cal. Educ. Code §§ 18700 to 18767et seq., and ~~Government Code section~~ Cal. Gov't Code § 54985, the Nevada County Community Library is authorized to charge and collect fees and fines to ensure adequate services are provided. Such fees and fines shall be set by resolution of the Board of Supervisors. (Ord. 2438. ~~(06/27/17;~~ Ord. 2294. ~~(08/11/2009)~~)

EXHIBIT B

ARTICLE ~~1924~~

~~CLERK OF THE BOARD OF SUPERVISORS~~

FEES

Section: A-II ~~19.61-24.21~~Transcription Fees

The Clerk of the Board of Supervisors shall be the custodian of all recordings of the official proceedings of the Board of Supervisors. Most current proceedings are available online. The general public shall have the right to listen to or view these recordings and to request a written transcription ~~transcribe or digital recording~~, or accessibility to recordings to create their own ~~transcription~~transcription of the proceedings recorded thereon subject to the following conditions:

A. That the ~~listening~~, transcribing, ~~viewing~~, or reproduction of the proceedings recorded shall only be done at a time which is reasonably convenient to the Clerk of the Board of Supervisors.

B. That only the Clerk of the Board of Supervisors, or ~~their designee or authorized deputy~~, shall be allowed to operate said equipment for the purpose ~~of producing a certified allowing the general public to either listen, transcription be, or reproduction ee of~~ the proceedings, ~~recorded thereon.~~

C. That the person requesting the ~~privilege of transcribing transcription or recording of~~ the proceedings shall pay to the Clerk of the Board of Supervisors an advance deposit in an amount to be established by Resolution of the Board of Supervisors, which sum shall be applied to the total cost of preparing the transcript. The cost of transcribing the proceedings as set forth herein shall be calculated at the rate established by Resolution of the Board of Supervisors.

D. The Clerk of the Board of Supervisors shall be responsible for and collect the advance deposit and all fees authorized herein. All proceeds derived therefrom shall be paid to the County General Fund. (Ord. 1658, ~~(08/07/1991)~~; Ord. 2389, ~~(10/28/2014)~~)

~~As far as the public transcribing, they are free to transcribe the recording — however, we would only certify transcriptions that are completed by COB staff. If we don't do the transcribing, we would then have to listen to the recording and confirm that the transcription was fully correct — we would charge for the service.~~

EXHIBIT B

ARTICLE 25

RESERVED

COUNTY OFFICES AND DEPARTMENTS

Sections:

Sec. A-II 25 .1 Office of Assessor

Sec. A- II 25.2 Office of Auditor-Controller

Sec. A-II 25.3 Office of County Clerk and County Recorder

Sec. A-II 25.4 Elections Office

Sec. A-II 25.5 Office of the District Attorney

Sec. A-II 25.6 Office of the Sheriff

Sec. A-II 205 6.1 Qualifying for State Aid

Sec. A-II 205.6.2 Compliance with CPOST Standards

Sec. A-II 205.6.3 _____ Compliance with Corrections Standards Authority Standards

Sec. A-II 205.6.4 _____ Adherence to Standards

Sec. A-II 25.7 _____ Office of the Coroner

Sec. A-II 25.8 _____ Office of Public Administrator

Sec. A-II 25.9 _____ Office of Treasurer

Sec. A-II 25.10 _____ Office of Tax Collector

Sec. A-II 25.1 –Office of Assessor

There is hereby established in the County of Nevada the Office of Assessor.

Sec. A-II 25.2 Office of the Auditor-Controller

There is hereby established in the County of Nevada the Office of Auditor-Controller.

Sec. A-II 25.3 County Clerk and County Recorder Office

There is hereby established in the County of Nevada the Office of County Clerk and County Recorder. These offices are combined pursuant to the authority of Cal. Gov't Code § 24300 (e).

Sec. A-II 25.4 Elections Office

There is hereby established in the County of Nevada the Office of Elections. This office is combined with the Office of the County Clerk-Recorder.

Sec. A-II 25.5 Office of the District Attorney

There is hereby established in the County of Nevada the Office of District Attorney.

Sec. A-II 25.6 Sheriff's Office

There is hereby established in the County of Nevada the Sheriff's Office.

Sec. A-II 205.6.1 Qualifying for State Aid

The County declares its desire to qualify for aid from the State of California under the provisions of Title 3, Chapter 1 of Title 4, Part 4, of the California Penal Code (commencing with Section 13510, et seq.).

Sec. A-II 205.6.2 Compliance with CPOST Standards

Pursuant to the provisions of Sections 13510, 13522, 13524 and 13525 of the Cal. Penal Code, the County, while receiving aid from the State pursuant to Chapter 1 of the Penal Code, will adhere to the standards for recruitment and training established by the California Commission on Correctional Peace Officer Standards and Training (CPOST), now called the Corrections Standards Authority.

Sec. A-II 205 6.3 Compliance with Corrections Standards Authority Standards

While receiving any State aid pursuant to Article 3, commencing with Penal Code Section § 6035, ~~et seq.~~, the County of Nevada will adhere to the standards for recruitment and training established by the Corrections Standards Authority.

Sec. A-II 205 6.4 Adherence to Standards

Pursuant to Cal. Penal Code Section § 13512, the Authority and its representatives shall make such inquiries as deemed appropriate by the Authority to ascertain that Nevada County's public safety dispatcher personnel and investigators of the District Attorney's office adhere to standards for selection and training established by the CPOST. (Ord. 1564 -(02/28/1989), ~~;~~ Ord. 2053 -(04/11/2001))

Sec. A-II 25.7 Office of Coroner

There is hereby established in the County of Nevada the Office of Coroner. This office is combined with the Office of the Nevada County Sheriff under the authority of Cal. Gov't Code § 24300 (n).

Sec. A-II 25.8 Office of Public Administrator

There is hereby established in the County of Nevada the Office of Public Administrator. This office is combined with the Coroner's Office pursuant to the authority granted in Cal. Gov't Code § 24300 (k)

Sec A-II 25.9 Treasurer

There is hereby established in the County of Nevada the Office of -Treasurer.

Sec. A-II 25.10 Tax Collector

There is hereby established in the County of Nevada the Office of Tax Collector. This office is combined with the Office of Treasurer pursuant to the authority of Cal. Gov't Code § 24300 (g).

ARTICLE 26

AMENDMENT TO PERS CONTRACT

Sections:

Sec. A-II 26.1 Amended PERS Contract

Sec. A-II 26.2 Execution of Amended PERS Contract Authorized

Sec. A-II 26.1 Amended PERS Contract

An amendment to the Contract between the Board of Supervisors and the Board of Administration, California Public Employee's Retirement System is hereby authorized, a copy of which is on file with the Human Resources Department, and by such reference made a part hereof as though herein set out in full.

Sec. A-II 26.2 Execution of Amended PERS Contract Authorized

The Chair of the Board of Supervisors is hereby authorized, empowered, and directed to execute said amendment for and on behalf of said Agency. (Ord. 694. (11/06/1974); Ord. 697. (01/07/1975); Ord. 747. (04/27/1976); Ord. 792. (06/21/1997))

County Officers Elected

New Article 28

Sec. A-II Art 28 ELECTED OFFICERS

Sec. A-II 28.1 ASSESSOR

Sec. A-II 28.2.1 Position of Assessor

The Official filling the position of -Assessor for the County of Nevada shall comply with the provisions of Cal. Gov't Code §24002.5.

Sec. A-II 28.1.2

The position of Assessor shall be an elected position as per Cal. Gov't Code § 24009.

Sec. A-II 28.2 AUDITOR – CONTROLLER

~~Sec. A-II 1.9~~ Sec. A- II 28.2.1 Position of County Auditor – Controller

The Official filling the position of County Auditor – Controller shall meet the provisions of Article 4 of Chapter 4, Part 3, Division 2, Title 3 of the Government Code are hereby adopted and made applicable to the County. (See Cal. Govt. Code Sections §§ §§ 26945 to & 26946.) (Ord. 241. (01/03/1961))

Sec.A-II 28.2.2 Consolidation of Offices of Auditor and Controller

The positions of Auditor and Controller shall be consolidated. The person holding the consolidated office shall qualify separately for each office. Duties and Responsibilities of each office as described in Cal Gov't Code §§26800 -26886 for the position of controller and Cal. Gov' Code §§ 26900 – 26946 for the position of auditor.

Sec. A-II 28.2.3 Election

The position of Auditor – Controller shall be an elected position as per Cal. Gov't Code § 24009.

Sec. A-II 28.3 COUNTY CLERK – RECORDER AND ELECTIONS OFFICER

Sec. A-II 28.3.1 Position of County Clerk – Recorder

The Official filling the position of County Clerk shall meet the qualifications and perform all the duties as provided for in Cal. Gov't Code §§ 26801-26861, including those of Registrar of Voters.

~~Sec. A-II 1.3.2~~ Sec. A-II 28.3.2 Consolidation of Offices of Clerk and Recorder

The offices of County Clerk and County Recorder are hereby consolidated, as per ~~Cal. Gov't~~California Government Code §24304, and the person hereafter elected or appointed shall qualify separately for each office, and office and shall receive the salaries pertaining thereto. Pursuant to California Elections Code

~~Section § 320, the Clerk -Recorder shall serve as the ex officio Elections officer. (Ord. 308, (01/14/1965))
(For State law as to consolidation of County offices, see Govt. Code Sections 24300 to 24308.)~~

Sec. A-II 28.3.3. Election

The position of County Clerk – Recorder is an elected position as per Cal. Gov’t Code § 24009.

Sec. A-II 28.4 DISTRICT ATTORNEY

A-II 28.4.1 Position of District Attorney

The Official filling the Position of District Attorney shall meet all requirements for this office include, including, but not limited to, being admitted to practice in the Supreme Court of the State, in accordance with California Government Code Section § 24002.

Sec. A-II 28.4.2. Election

The position of District Attorney is an elected position as per Cal. Gov’t Code § 24009.

Sec. A-II 28.5 SHERIFF – CORONER- PUBLIC ADMINISTRATOR

A-II 28.5.1 Position of Sheriff

The Official filling the Position of Sheriff shall meet all the qualifications and perform all the duties outlined by state statute, including but not limited to Cal. Gov’t Code §§24002 – 24004.5.

~~Sec. A-II 1.5~~ A-II 28.5.2 Consolidation of Offices of Sheriff, Coroner and Public Administrator

The offices of Sheriff, Coroner, and Public Administrator are hereby consolidated, and the person holding such consolidated office by reason of election or appointment or consolidation shall qualify separately for each office and shall receive the salaries pertaining thereto.

Animal Control is administratively delegated to the Sheriff. (Ord. 571, (02/01/1972))

A-II 28.5.3 Position of -Sheriff as an Elected Position

The position of Sheriff - Coroner shall be an elected position as per Cal. Gov’t Code § 24009.

Sec. A-II 28.6 TREASURER-TAX COLLECTOR

Sec. A-II 28.6.1 Position of Treasurer – Tax Collector

The Official filling the position of Treasurer-Tax Collector shall meet all the qualifications and perform all the duties required by state law.

~~Sec. A-II 37.1~~ A-II Sec. 28.6.2 Consolidation of Offices of Treasurer and Tax Collector

The County Treasurer shall be ex officio County Tax Collector and shall perform the duties thereof. The offices of Treasurer and Tax Collector are hereby consolidated and the Treasurer hereafter (July 26, 1984) elected shall qualify separately for the office held ex officio and shall receive the salaries pertaining thereto; provided, that in addition to the salary provided by law, the Tax Collector shall receive the fees allowed for collecting all licenses levied and imposed by this Code or other County Ordinances.

~~Sec. A-II 37.2~~ Sec. A-II 28.6.3 Eligibility for Office of County Treasurer and Tax Collector

No person shall be eligible for election or appointment to the office of Treasurer and Tax Collector unless that person meets the criteria provided for in California Government Code section § 27000.7, including but not limited to, at least one of the following criteria:

A. The person has served in a senior financial management position in a county, city, or other public agency dealing with similar financial responsibilities for a continuous period of not less than three years, including, but not limited to, treasurer, tax collector, auditor, auditor-controller, or the chief deputy or an assistant in those offices.

B. The person possesses a valid baccalaureate, masters, or doctoral degree from an accredited college or university in any of the following major fields of study: business administration, public administration, economics, finance, accounting, or a related field, with a minimum of 16 college semester units, or their equivalent, in accounting, auditing, or finance.

C. The person possesses a valid certificate issued by the California State Board of Accountancy pursuant to Chapter 1 (commencing with Section 5000) of Division 3 of the California Business and Professions Code, showing that person to be, and a permit authorizing that person to practice as, a certified public accountant.

D. The person possesses a valid charter issued by the Institute of Chartered Financial Analysts showing the person to be designated a Chartered Financial Analyst, with a minimum of 16 college semester units, or their equivalent, in accounting, auditing, or finance.

E. The person possesses a valid certificate issued by the Treasury Management Association showing the person to be designated a Certified Cash Manager, with a minimum of 16 college semester units, or their equivalent, in accounting, auditing, or finance.

Sec. A-II 28.6.4 Position of -Treasurer – Tax Collector as an Elected Position

The position of -Treasurer – Tax Collector shall be an elected position as per Cal. Gov't Code § 24009.

Sec. A-II 37.3.1 Continuing Education Requirements

~~The County Treasurer and Tax Collector shall, beginning in 2000, complete a valid continuing course of study as prescribed in this Section and shall, on or before June 30, of each two-year period, render to the State Controller a certification indicating that the Treasurer and Tax Collector has successfully completed a continuing education program consisting of, at a minimum, 24 hours or an equivalent amount of continuing education units within the discipline of treasury management or public finance or both, offered by a recognized state or national association, institute, or accredited college or university that provides the requisite educational programs prescribed in this Section,~~

Exhibit B

EXHIBIT B

ARTICLE 33

INFORMATION AND GENERAL SERVICES AGENCY DEPARTMENT

Sections:

Sec. A-II 33.1 Department Established

Sec. A-II 33.2 Duties and Responsibilities

Sec. A-II 33.3 Information and General Services Agency Director ~~Chief Information Officer~~

Sec. A-II 33.4 Information and General Services Appointed Positions ~~General Services Manager~~

Sec. A-II 33.5 Reserved ~~Director of Emergency Services~~

Sec. A-II 33.6 Revenue Collection Services

Sec. A-II 33.1 Department Established

There is hereby created in the County the Information and General Services ~~Department~~ Agency. The Information and General Services Agency Department is a comprehensive ~~Department~~ Agency which consolidates the former Information Systems Department and the Department of General Services.

Sec. A-II 33.2 Duties and Responsibilities

The Information and General Services ~~Department~~ Agency shall be responsible for the following:

- A. Provide voice data, and video communication services to County departments and other agencies as warranted.
- B. Centralizing all information system services and all IT staffing positions for all County departments.
- C. Provide office automation, data sharing, and support services among County departments/offices.
- D. Providing business analysis, application programming and business systems consultation services to County departments.
- E. Developing, supporting, and protecting all County information systems assets, data, and infrastructure, by establishing, implementing, and enforcing County information security best practices, policies, and procedures.
- F. Develop and enforce County-wide information technology security policies and procedures.
- G. Developing County-wide information systems strategic plans and policies.
- H. Administer and oversee all franchises awarded by the County.
- I. Provide for the maintenance and remodeling of County buildings and grounds and perform any and all other services of a general nature for the upkeep, preservation and function of County property that may be ordered by the CEO or the Board of Supervisors.
- J. Provide for capital development and construction of new and existing facilities, including project management related to such development activities.
- K. Provide for central services to include mail handling, printing, and related support services.
- L. Repealed by Ord. 2260. (07/13/2010).
- M. Perform such other services, duties, and responsibilities as the Board of Supervisors or the CEO may assign. (Ord. 2321. 07/13/2010)
- N. Management all Airport Activities

O. Oversee County Library Activities

Sec. A-II 33.3 Information and General Services Agency Director ~~Chief Information Officer~~

Under the general direction of the County Executive Officer (CEO) ~~EO~~, the Information and General Services (IGS) Director ~~Chief Information Officer (CIO)~~ shall be the administrative head of the ~~Department~~ Agency. The ~~CIO~~ IGS Director shall report directly to the CEO and shall serve at the will and pleasure of the CEO.

Sec. A-II 33.4 ~~General Services Manager~~ Information and General Services Appointed Positions

The Information and General Services Director shall appoint the following positions:

Chief Information Officer;

The Chief Information Officer shall be appointed by the IGS Director and shall lead and manage the Information Systems department.

Facilities Director;

The Facilities Director shall be appointed by the IGS Director and shall lead and manage the Facilities Management Department and Capital Facilities budget, and other operations as assigned.

Purchasing Program Manager;

The Purchasing Program Manager shall be appointed by the IGS Director and shall lead and manage the Purchasing operations and act as the County Purchasing Agent.

~~County Purchasing Agent shall be appointed by the CIO and perform, pursuant to State law, Chapter IV provisions of the Nevada County Administrative Code, and such other County Ordinances and Resolutions as may from time to time be adopted.~~

~~Sec. A II 33.5~~

~~Director of Emergency Services.~~

The Director of Emergency Services shall be appointed by the ~~CEO~~ IGS Director and shall perform under the provisions of Emergency Services Chapter III of the Nevada County ~~Administrative~~ Code.

Sec A-II 33.5 Reserved

Sec. A-II 33.6 Revenue Collection Services

Information and General Services shall be responsible for managing the County's revenue collection services.

EXHIBIT B

ARTICLE 35

HUMAN RESOURCES DEPARTMENT

Sections:

Sec. A-II 35.1 Human Resources Department Created

Sec. A-II 35.2 Responsibilities and Duties

Sec. A-II 35.3 Director of Human Resources

Sec. A-II 35.4 Adoption of Personnel Rules by Resolution

Sec. A-II 35.1 Human Resources Department Created

There is hereby created in the County ~~a Department of~~ Human Resources Department. (Ord. 2192 (12/13/2005) ~~1726~~)

Sec. A-II 35.2 Responsibilities and Duties

A. The ~~Department of~~ Human Resources Department shall be responsible to the County Executive Officer for the administration and operation of the County's personnel functions and systems in accordance with County Ordinances and State and Federal laws, rules, and regulations. The Department's responsibilities shall include recruitment, selection, organizational development, job standards and qualifications, classification and pay, performance evaluation and discipline, personnel actions, equal employment opportunity, employment benefit programs, and such other related functions as the County Executive Officer or the Board of Supervisors may assign.

B. The Department shall keep and maintain the official personnel records of County employees, shall administer the County's Personnel Code and the Memoranda of Understanding with the bargaining units, and shall provide assistance to the County's negotiators in contract negotiations, as needed. (Ord. ~~2192 (12/13/2005)~~ 1726)

Sec. A-II 35.3 ~~Director of~~ Human Resources Director

The ~~Director of~~ Human Resources Director shall be the administrative head of the ~~Department of~~ Human Resources Department and shall be responsible for the proper administration of the Department. The Director shall be appointed by and serve at the will and pleasure of the County Executive Officer. (Ord. ~~2192. (12/13/2005)~~ 1726)

Sec. A-II 35.4 Adoption of Personnel Rules by Resolution

Except where prohibited by law, the Board of Supervisors may establish, by Resolution, such rules and regulations as it deems necessary: to provide for equitable levels and types of employee classification, compensation and fringe benefits; to provide for the development of effective recruitment, selection, placement, training, evaluation and promotion programs; to afford assurance of equal employment opportunity of persons consistent with merit principles and without regard to race, national origin, politics, religion, age, sex, or other non-merit factors; to develop and administer an effective employer-employee relations program; to allocate positions to various departments; and to establish such other personnel rules, regulations and practices as it may deem necessary.

EXHIBIT

ARTICLE 36

MOTOR VEHICLE IN LIEU FEES

Sections:

- Sec. A-II 36.1 Segregation of Funds
- Sec. A-II 36.2 Dedication of Funds
- Sec. A-II 36.3 Intent; Reduction in Road Funding Prohibited
- Sec. A-II 36.4 Reporting Requirements

Sec. A-II 36.5 Commencement of Limitation

Sec. A-II 36.1 Segregation of Funds

All funds received by the County of Nevada from the State of California from the various ~~M~~motor ~~V~~vehicle ~~i~~n-~~l~~ieu ~~T~~taxes (~~Motor~~ Vehicle License Fee Law Funds "VLF") as defined in California Constitution Article XI ~~S~~section 15 and Cal. Rev. & Tax. Code §§ California Revenue & Taxation Code Sections §§ 10701 – 11053, et seq., shall be segregated into a separate accounting fund.

Sec. A-II 36.2 Dedication of Funds

One-half, or more, of such funds received in each fiscal year shall be expended only upon public roads, ways and highways (as defined in California Streets & Highway Code Sections §§ Cal. Sts. & High. Code §§ 23, 23.5 and 25) for the following purposes: maintenance (as defined in California Streets & Highway Code Section § Cal. Sts. & High. Code § 27), repair, circulation enhancement, general road safety, and fire access.

Sec. A-II 36.3 Intent; Reduction in Road Funding Prohibited

The people of the County of Nevada declare that their intention is to increase the funds available for the maintenance, upkeep and safety of our County road system. Therefore, the Board of Supervisors shall not reduce other funding for roads without an express finding that said reduction will not negatively impact the public road system of the County of Nevada ~~County~~.

Sec. A-II 36.4 Reporting Requirements

Within ninety (90) days after the end of each fiscal year, the County Executive Officer, or such other County official as the Board of Supervisors may from time to time designate, shall prepare a report showing in-come received from the State of California from motor vehicle in lieu taxes and the County expenditures thereof, by budget category, showing the percentage of each. Said report shall be available for public scrutiny for at least five (5) years thereafter.
