ORDINANCE 631

ORDINANCE AMENDING ORDINANCE NO. 440

THE SOLANO COUNTY ZONING ORDINANCE

The Board of Supervisors of the County of Solano, State of California, do ordain, as follows:

SECTION 1. Ordinance No. 440, the Solano County Zoning Ordinance, is hereby amended by amending Sectional District Map Nos. 4-C17, 4-B17 and 4-B18 which said Amended Sectional District Maps are attached hereto and made a part of this ordinance.

SECTION 2. All ordinances and parts of ordinances in conflict therewith are hereby repealed.

SECTION 3. This ordinance shall be published once in the Vallejo Times Herald, a newspaper of general circulation in the County of Solano, not later than fifteen (15) days after the date of its passage and adoption and shall take effect thirty (30) days from and after its passage.

J. ELLIS GODFREY
Chairman of the Board of Supervisors of the County of Solano, State of California.

ATTEST: NEIL CRAWFORD
Assistant County Clerk and Ex-officio Clerk of said Board of Supervisors

I, Neil Crawford, Assistant County Clerk, acting under Government Code 24105 because of the vacancy in the Office of the County Clerk and Ex-officio Clerk of the Board of Supervisors of said County, do hereby certify that the foregoing ordinance was regularly introduced, passed and adopted by said Board at a regular meeting thereof held August 30, 1966, by the following vote:

AYES: Supervisors Bradley, Brazelton, Church, Kilby, Godfrey
NOES: Supervisors None
ABSENT: Supervisors None

WITNESS my hand and the Seal of said Board on this 30 day of August, 1966

Neil Crawford
Assistant County Clerk

ORDINANCE 632

AN ORDINANCE OF THE COUNTY OF SOLANO
CREATING AND ESTABLISHING A CIVIL SERVICE SYSTEM FOR THE EMPLOYEES OF THIS COUNTY PURSUANT TO THE PROVISIONS OF THE COUNTY CIVIL SERVICE ENABLING ACT.

SECTION I TITLE AND PURPOSE

This Ordinance, and any amendments adopted hereto, may be cited as the Solano County Civil Service Ordinance. This Ordinance is adopted pursuant to the County Civil Service Enabling Act (beginning at Section 31100 of the Government Code of the State of California).

It is the purpose of this Ordinance to provide for a comprehensive personnel system for the County Civil Service which will:

(a) Promote and increase economy and efficiency in the County Civil Service;
(b) Provide for equitable and uniform procedures for dealing with personnel matters;
(c) Provide for the grouping of positions with comparable duties and responsibilities into appropriate classes;
(d) Provide for appointment and promotion of employees based on merit as determined by competitive examination, thus assuring the recruitment and retention of well-qualified employees;
Assure that County employment is made a career by providing for security of tenure and advancement within the service whenever practicable;

Provide for tenure in Civil Service employment subject to good behavior and efficiency, and for the removal of those who are unqualified, inefficient or undesirable; and to

Provide for the right of employees to appeal from actions taken which affect them adversely and to be heard on all matters with which they are concerned.

SECTION II THE CIVIL SERVICE COMMISSION

There is hereby created five (5) member Civil Service Commission appointed by the Board of Supervisors for the terms and in the manner prescribed by actions 31110, 31111, and 31112 of the Government Code. There shall be one member from each Supervisorsial District. The Board of Supervisors may, by the affirmative vote of at least three members, remove a member of the Commission for cause but only after informing him in writing of the reason therefore and providing him an opportunity to be heard in his own defense.

The Board of Supervisors shall provide for the compensation to be paid to members of the Commission.

Each year, the Commission shall elect one of its members President.

Three members shall constitute a quorum and it shall taken three affirmative votes to make any action effective.

The Commission shall meet at least once a month and at other times as needed at the call of the President.

SECTION III THE PERSONNEL DIRECTOR

The Commission shall appoint a Personnel Director who shall report to and be directly responsible to the Commission and who shall also be its Executive Officer and Secretary. The Personnel Director may be disciplined by the Commission, however, in such case he shall have the right to appeal to the Board of Supervisors.

Subject to the supervision and review of the Commission, the Personnel Director shall perform all the duties, powers, purposes and functions of the Commission. Except, however,

the Commission shall retain exclusive jurisdiction in the adoption of rules, the creation and adjustment of class specifications, the hearing of appeals from disciplinary action, the issuance of subpoenas, the conducting of hearings and investigations, the rendering of decisions on all such matters.

SECTION IV EXTENT OF THE CIVIL SERVICE

The County Civil Service shall include every officer and employee of the County except the following who shall be exempt:

(a) The Board of Supervisors;
(b) All elected officers;
(c) Members of the Civil Service Commission;
(d) Members of the Board of Education;
(e) Members of all appointive boards, commissions, and committees;
(f) All persons serving without compensation;
(g) Inmate, ward, patient, and charitable help;
(h) Officers and employees excluded from Civil Service by State Law;
(i) Appointive department heads including the Municipal Court Clerk, except those required by State Law to be included in the County Civil Service;
(j) Election workers required for a two day period or less as polling place workers or members of the various election boards for the immediate conduct of an election;
(k) Temporary employees, when, after hearing, the Civil Service Commission finds that because of the specialized nature of the work, or because of emergency, that the positions cannot reasonably be filled within the County Civil Service;
(l) Consultants, and experts engaged by the Board of Supervisors as independent contractors.
(m) Full-time or part-time physicians, surgeons, and dentists.
(n) Phonographic reporters employed in the various courts.
(o) Attorneys in the County Counsel's and District Attorney's Offices.
(p) Secretaries & Jury Commissioner of the Superior Court.
SECTION V. RULES OF THE COMMISSION

The Civil Service Commission shall adopt, amend, and repeal rules for the administration and enforcement of this ordinance. The rules shall provide for the following:

(a) Keeping minutes and other appropriate records of its own proceedings, of examinations given, of investigations conducted, and of appeals heard;
(b) Preparation of annual report to the Board of Supervisors;
(c) Delineation of duties of appointing authorities with respect to this ordinance and the Commission's rules;
(d) Preparation of class specifications which include minimum qualifications of education and experience, and certificates or licenses required and for the adoption of such specifications by the Commission;
(e) Administration of competitive examinations for the filling of vacant positions, such examinations need not be written;
(f) Where appropriate, promotion preference for permanent Civil Service employees;
(g) Where appropriate, preference in open examinations for persons who are residents of the County of Solano;
(h) Public notice of not less than fifteen (15) days for all examinations;
(i) Permanent status after completion of a probationary period of six (6) months; and the absolute right of rejection during probation by an appointing authority;
(j) Creation of employment lists resulting from examinations which shall last at least one year but not to exceed two years;
(k) Appointment by the appointing authority from among the top three names appearing on the employment list to fill vacancies in positions;
(l) Temporary appointments of not to exceed six (6) months when there is no employment list available;
(m) Provision for the possibility of return to the position in which he previously held permanent Civil Service status after rejection during a probationary period, or after service in a position exempt from Civil Service;
(n) Layoff or demotion in lieu of layoff based on seniority in the class and in the County Civil Service when there is a lack of work or a lack of funds and the creation of re-employment lists from which the person with the most seniority is certified to fill any vacancy;
(o) Employment lists which shall be certified in the following order: re-employment lists, promotional employment lists, and open employment lists;
(p) Transfer of employees between positions in a class and between classes which are comparable;
(q) Reinstatement within one year after separation;
(r) Leaves of absence of up to one year for educational, health and other purposes;
(s) A system of disciplinary action by appointing authorities and appeals therefrom which shall include the provisions of Section 31108 of the Government Code;
(t) Giving of adequate notice and holding open hearings on the adoption of rules and class specifications and on other matters considered by the Commission;
(u) Obtaining from departments and the maintenance of records of all personnel transactions affecting the status of County employees;
(v) Providing for the right of any permanent employee to appeal and to be heard by the Commission in regard to any matter or action taken within the scope of this ordinance which adversely affects him;
(w) Providing for and implementing the rights to form, join, participate in and be represented by employee organizations as provided by Sections 3500 through 3509 of the Government Code;
(x) Implementation of any other duties and authorities which may from time to time be assigned to the Commission by the Board of Supervisors; and
(y) Other matters necessary for the proper implementation of this ordinance.

SECTION VI. COMPENSATION

The Commission shall collect information, conduct salary surveys and review the salaries, benefits and conditions of employment, and shall, on or before May 15 of each year, or as otherwise may be directed by the Board of Supervisors, recommend appropriate salaries, benefits and conditions of employment to the Board of Supervisors.
SECTION VII. CONTRACT FOR SERVICES
The Board of Supervisors may contract with any public or private agency or individual for the conducting of examinations or for other personnel administration services when recommended by the Civil Service Commission as provided in Section 31103 of the Government Code.

SECTION VIII. ASSISTANCE BY COUNTY OFFICERS
All officers and employees of the County may aid in all proper ways in carrying this Ordinance and Commission rules into effect, and allow the reasonable use of County facilities for the purpose of holding examinations and hearings. Assistance in preparing examinations shall be a proper duty of any county officer or employee when requested by the Commission.

The Commission shall have the power to issue subpoenas and to take the other actions provided for in Section 3110.2 of the Government Code.

SECTION IX. FUNDS
The Board of Supervisors shall appropriate such funds as are necessary for the proper administration of this ordinance.

SECTION X. DISCRIMINATION
No person shall be discriminated against because of age, race, color, national origin, ancestry, religious belief or affiliation, political belief or affiliation, sex, or marital status. The Civil Service Commission may, however, provide for age limits for persons competing in examinations for classes involving public health or safety or having the powers and duties of a police officer. The Commission may waive such limits for persons competing on a promotional basis. Positions reasonably requiring the services of a particular sex shall be the only ones reserved to that sex.

SECTION XI. INCLUSION OF CURRENT EMPLOYEES
All persons holding positions in the County Service at the time of, and who held such positions on a full time basis for the six months next preceding January 1, 1967, shall have permanent status in the County Civil Service. The Commission shall provide for appropriate status on a comparable basis for persons holding part-time, temporary, casual, and similar positions.

When the functions of municipalities or special districts are assumed by the County, the employees who performed these functions may be included within the County Civil Service. The Commission shall determine their status in each instance and it shall be equivalent to the status the employee would have had, had he been a County employee during the term of his employment.

SECTION XII. AMENDMENT
This ordinance may be amended by the affirmative vote of at least three members of the Board of Supervisors. However, no amendment repealing this Ordinance, or one which would alter the purpose as expressed in Section I, shall be effective unless the proposition of such amendment shall first have been submitted to a vote of the qualified electors of the County at a primary, general or special election, and shall have received the affirmative vote of a majority of the electors voting on the proposition.

SECTION XIII. VALIDITY
If for any reason, any section, subsection, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, subsections, sentences, clauses or phrases of this Ordinance. It is hereby declared that this Ordinance would have been passed, and that each section, subsection, sentence, clause and phrase thereof would have been included irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional.
SECTION XIV ADOPTION AND EFFECTIVE DATE

This ordinance shall be submitted to a vote of the qualified electors of the County of Solano at the general election to be held on the 8th day of November, 1966, and shall go into effect January 1, 1967 upon its receiving the affirmative vote of a majority of the electors voting on the proposition. Before the expiration of fifteen (15) days after the passage thereof, this Ordinance shall be published with the names of the Supervisors voting for and against the same at least one week in the TIMES HERALD, a newspaper of general circulation printed and published in the County of Solano, State of California.

ATTEST:
Ellen Starmer,
Clerk to the Board of Supervisors

J. ELLIS GODFREY,
Chairman of the Board of Supervisors
of Solano County, State of California

I, Neil Crawford, Assistant County Clerk, acting under Government Code 24105 because of the vacancy in the Office of the County Clerk and ex-officio Clerk of the Board of Supervisors of said County, do hereby certify that the foregoing Ordinance was regularly introduced, passed and adopted by said Board at a regular meeting thereof held September 6, 1966, by the following vote:

AYES: SUPERVISORS Bradley, Brazelton, Church, Kilby, Godfrey
NOES: SUPERVISORS none
ABSENT: SUPERVISORS None

WITNESS my hand and the Seal of said Board on this 6th day of September, 1966.

ORDINANCE 633
ORDINANCE AMENDING ORDINANCE NUMBER 355, ENTITLED:
"AN ORDINANCE ESTABLISHING THE POSITION OF COUNTY FIRE WARDEN, DEFINING HIS POWERS AND DUTIES THEREOF, AND ESTABLISHING CONTROLS, RULES AND REGULATIONS OF FIRE AND FIRE HAZARDS TOGETHER WITH PENALTIES FOR VIOLATIONS THEREOF."

The Board of Supervisors of the County of Solano, State of California, Do Ordains as follows:--

SECTION I. Section 12 of Solano County Ordinance No. 355 is hereby amended to read as follows, to-wit: "Section 12. Whenever the County Fire Warden, or deputy, or other officer shall find in, or upon, any premises any explosives or dangerous electrical wiring or danger accumulation of inflammable material which shall, or might constitute a fire hazard, or shall find obstruction to fire escapes, stairways, passageways, basement entrances, doors, windows or fireplugs liable to interfere with the operation of any fire equipment or the ingress or egress of persons in cases of fire, such officers shall be written order require the same to be removed or corrected within a reasonable time, and the owner, occupant or person in charge of such premises, shall forthwith comply with such order or orders, unless a hearing is requested as hereinafter set forth. If there is no person present in the charge of such premises, a copy of said order shall be posted at or upon the premises in a conspicuous place, and a copy forthwith sent by registered or certified mail to the reputed owner or person in charge thereof, directed to the latest known address of such person. Any written order made pursuant to this section, or section 14 of this ordinance shall..."