

**ORDINANCE NO. .**

**BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA**

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**AN ORDINANCE AMENDING SECTIONS 2.00.020, 2.00.040, 2.00.050, AND 2.00.060  
OF CHAPTER 2.00, ADDING A NEW SECTION 2.10.090 TO CHAPTER 2.10,  
AMENDING SECTION 2.16.010 OF CHAPTER 2.16, REPEALING CHAPTER 2.11,  
AND ADDING CHAPTER 2.17 OF THE SAN MATEO COUNTY ORDINANCE CODE  
TO REORGANIZE COUNTY DEPARTMENTS**

The Board of Supervisors of the County of San Mateo, State of California,  
**ORDAINS** as follows:

**SECTION 1.** Section 2.00.020 of Chapter 2.00 of Article 2.0 of the San Mateo County Ordinance Code is hereby amended to read as follows:

**2.00.020 - County departments.**

- a) Agriculture/Weights and Measures;
- b) Assessor-County Clerk-Recorder;
- c) Child Support Services;
- d) Controller;
- e) Coroner;
- f) County Counsel;
- g) County Manager/Clerk of the Board of Supervisors;
- h) District Attorney;
- i) Health System;
- j) Housing;
- k) Human Resources;
- l) Human Services;
- m) Information Services;
- n) Parks;
- o) Planning and Building;
- p) Probation;
- q) Public Works;
- r) Sheriff;
- s) Sustainability;
- t) Tax Collector-Treasurer;
- u) Five departments, one for each Office of Supervisor.

**SECTION 2.** Section 2.00.040 of Chapter 2.00 of Article 2.0 of the San Mateo County Ordinance Code is hereby amended to read as follows:

**2.00.040 - Divisions of departments.**

The County Manager, in cooperation with the various department heads, and subject to approval by the Board of Supervisors, may organize the various departments into divisions for the more convenient operation thereof. Divisions may be altered, merged, or otherwise modified at any time by the department head, thereof, subject to approval of the County Manager for organizational structure and by the Board of Supervisors for staffing changes necessitating amendments to the County's salary resolution.

**SECTION 3.** Section 2.00.050 of Chapter 2.00 of Article 2.0 of the San Mateo County Ordinance Code shall be hereby amended to read as follows:

**2.00.050 - Organizational structure.**

Department heads are responsible for the supervision and administration of the department. All department heads appointed by the County Manager, and those specifically identified by the Board of Supervisors, shall report directly to and be supervised by the County Manager, Assistant County Manager or the Deputy County Manager, as determined by this code or the County Manager. In order to permit effective coordination of County activities, elected department heads and those appointed by the Board of Supervisors and Superior Court shall ordinarily report and respond to the Board of Supervisors through the County Manager.

**SECTION 4.** Section 2.00.060 of Chapter 2.00 of Article 2.0 of the San Mateo County Ordinance Code is hereby amended to read as follows:

**2.00.060 - Duties of department heads.**

Duties of department heads shall include the effective management of assigned areas of responsibility as well as those duties provided by applicable state law, County Charter, County ordinance or resolution, order of the Board of Supervisors or appointing authority. Those duties shall include, when not otherwise prohibited, the appointment of heads of divisions and other principal administrative staff; however, nothing set forth in this section shall diminish, alter or relieve any County officer or employee, of whatever position, from the duties and responsibilities imposed by federal or state law, County Charter, ordinance or resolution. The Assistant County Manager and the Deputy County Managers are department heads whose power of appointment shall include heads of offices reporting to them, but the power of appointment of department heads reporting through the Assistant County Manager or a Deputy County Manager shall be retained by the County Manager.

**SECTION 5.** Chapter 2.11 of Article 2.1 of the San Mateo County Ordinance Code is hereby deleted and replaced in its entirety to read as follows:

Chapter 2.11 – ASSISTANT COUNTY MANAGER AND DEPUTY COUNTY MANAGERS

**2.11.010 - Assistant County Manager and Deputy County Managers.**

The Assistant County Manager and Deputy County Managers are department heads and shall report to the County Manager. As determined by the County Manager, the Assistant County Manager and Deputy County Managers shall be responsible for the oversight of the heads of the departments listed in Section 2.00.020 as well as any divisions of the Office of the County Manager or other County department. In the County Manager’s discretion, the responsibilities of the Assistant County Manager and Deputy County Managers may include oversight of other entities or subject areas including, but not limited to, resource management, the administration of contracts between the County and the Local Agency Formation Commission (LAFCo) and the Library Joint Powers Agency, the County’s legislative efforts, strategic planning, and special projects.

**SECTION 6.** Section 2.16.010 of Chapter 2.16 of Article 2.1 of the San Mateo County Ordinance Code is hereby amended to read as follows:

**2.16.010 - Agricultural Commissioner/Sealer.**

The Director of Agriculture/Weights and Measures shall be the head of the Department of Agriculture/Weights and Measures and shall be appointed by and be under the administrative supervision of the County Manager, or, at the County Manager’s discretion, the Assistant County Manager or a Deputy County Manager. The Director of Agriculture/Weights and Measures shall act as the Agricultural Commissioner/Sealer for purposes of state law in the performance of any and all duties imposed by the Food and Agricultural Code and the Business and Professions Code.

**SECTION 7.** Chapter 2.11 of the San Mateo County Ordinance Code is hereby repealed.

**SECTION 8.** Chapter 2.17 is added to Article 2.1 of the San Mateo County Ordinance Code to be numbered and entitled and to read as follows:

**CHAPTER 2.17 DEPARTMENT OF SUSTAINABILITY**

**2.17.010 – Department of Sustainability; Director**

There is established the Department of Sustainability, under the direction and management of a Director of the Department of Sustainability.

**2.17.020- Responsibilities of Department of Sustainability.**

The Department of Sustainability shall be responsible for managing County activities regarding the environmental sustainability of the County's operations, climate change and adaptation, groundwater and stormwater management, solid waste reduction and recycling, and the County's efforts in the areas of renewable energy and energy efficiency, alternative and active transportation, and greenhouse gas emission reductions.

**SECTION 9.** This Ordinance shall be effective thirty days after adoption.

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