

ORDINANCE NO.

An ordinance of San Bernardino County, State of California, to repeal and add Chapter 40 of Division 2 of Title 1 of the San Bernardino County Code, relating to the establishment and responsibilities of the Office of Revenue Recovery.

The Board of Supervisors of the County of San Bernardino, State of California, ordains as follows:

SECTION 1. Chapter 40 of Division 2 of Title 1 of the San Bernardino County Code is repealed.

SECTION 2. Chapter 40 is added to Division 2 of Title 1 of the San Bernardino County Code, to read as follows:

CHAPTER 40: OFFICE OF ~~CENTRAL COLLECTIONS~~REVENUE RECOVERY

Sections

12.4001 Office of ~~Central Collections~~Revenue Recovery Established.

12.4002 Director of ~~Central Collections~~Revenue Recovery.

~~**12.4003 Appointment of the Director of Central Collections.**~~

12.4004~~3~~4 Responsibilities of the Director of ~~Central Collections~~Revenue Recovery.

12.4005~~4~~5 Authority of the Director of ~~Central Collections~~Revenue Recovery.

12.4001 Office of ~~Central Collections~~Revenue Recovery Established.

There is hereby created and established an Office of ~~Central Collections~~Revenue Recovery of ~~the County of~~ San Bernardino County, as a subordinate Division of the constituent department denominated as the Office of the Auditor-Controller/Treasurer/Tax Collector (formerly the Office of Central Collections, Ord. 3662, passed – 1996), to provide credit and collection services for County departments, the

1 Arrowhead Regional Medical Center and the San Bernardino County Superior Court.
2 The Office of Revenue Recovery shall be referred to as the Revenue Recovery Division.

3 **12.4002 Director of ~~Central Collections~~Revenue Recovery.**

4 The Director of ~~Central Collections~~Revenue Recovery shall be the elected
5 Auditor-Controller/Treasurer/Tax Collector, and shall a County officer in the Unclassified
6 Service and shall be responsible and have authority for the ~~Office of Central~~
7 ~~Collections~~Revenue Recovery Division.

8 ~~12.4003 Appointment of the Director of Central Collections.~~

9 ~~The appointment of the Director of Central Collections shall be made by the~~
10 ~~County Administrative Officer.~~

11 **12.4004³ Responsibilities of the Director of ~~Central Collections~~Revenue**
12 **Recovery.**

13 The Director of ~~Central Collections~~Revenue Recovery shall be responsible for
14 coordinating the administrative activities of, and for establishing and implementing
15 administrative policy and procedures for, the ~~Office of Central Collections~~Revenue
16 Recovery Division. The Director of ~~Central Collections~~Revenue Recovery will be
17 responsible to provide credit and collection services^s for County departments^s, the ~~County~~
18 Arrowhead Regional Medical Center and the San Bernardino County Superior Courts,
19 as well as accounting and collections distributions of fines, forfeitures and penalties to
20 other governmental entities for the Court-ordered portions collected.—~~The Director of~~
21 ~~Central Collections will be responsible to the County Administrative Officer.~~

22 **12.4005⁴ Authority of the Director of ~~Central Collections~~Revenue Recovery.**

23 (a) The Director of ~~Central Collections~~Revenue Recovery shall be the
24 appointing authority over those employees within the ~~Office of Central~~
25 ~~Collections~~Revenue Recovery Division whose appointment is not otherwise provided for
26 by Charter or General Law. The Director of ~~Central Collections~~Revenue Recovery shall
27 have the power to delegate in writing this appointing authority.
28

1 (b) The Director of ~~Central Collections~~Revenue Recovery shall have the
2 power of general administrative supervision and coordination over the operations within
3 the ~~Office of Central Collections~~Revenue Recovery Division. The Director of ~~Central~~
4 ~~Collections~~Revenue Recovery may direct such action as he or she deems appropriate
5 to exercise any power or jurisdiction or to assume or discharge any responsibility vested
6 in him or her by this Chapter.

7 (c) Subject to the general direction of the County ~~Administrative Chief~~
8 ~~Executive~~ Officer, the Director of ~~Central Collections~~Revenue Recovery shall be
9 responsible for the preparation and compilation of the annual budget of the ~~Office of~~
10 ~~Central Collections~~Revenue Recovery Division and shall be responsible for its
11 administration after adoption.

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15 SECTION 3. This ordinance shall take effect thirty (30) days from the date of
16 adoption.

17
18 _____
CURT HAGMAN, Chairman
19 Board of Supervisors

20 SIGNED AND CERTIFIED THAT A COPY
21 OF THIS DOCUMENT HAS BEEN DELIVERED
22 TO THE CHAIRMAN OF THE BOARD

23 LYNNA MONELL, Clerk of the
24 Board of Supervisors
25 _____
26
27
28

1
2 STATE OF CALIFORNIA)
3 SAN BERNARDINO COUNTY) ss.
4)

5 I, LYNNA MONELL, Clerk of the Board of Supervisors of San Bernardino County,
6 State of California, hereby certify that at a regular meeting of the Board of Supervisors
7 of said County and State, held on the _____ day of _____, 2021, at which
8 meeting were present Supervisors: _____

9 _____,
10 and the Clerk, the foregoing ordinance was passed and adopted by the following vote,
11 to wit:

12 AYES: SUPERVISORS:

13 NOES: SUPERVISORS:

14 ABSENT: SUPERVISORS:

15 IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official
16 seal of the Board of Supervisors this _____ day of _____, 2021.

17 LYNNA MONELL, Clerk of the
18 Board of Supervisors of
19 San Bernardino County,
20 State of California

21 _____
22 Deputy

23 Approved as to Form:

24 STEVEN O'NEILL
25 Interim County Counsel

26 By: _____
27 JOLENA E. GRIDER
28 Deputy County Counsel

Date: _____