
Note: Additions are underlined; deletions are in ((double parentheses)).

Be it ordained by the People of the City and County of San Francisco:

Section 1. Chapter 16 of the San Francisco Administrative Code is hereby amended by amending Section 16.90, to read as follows:

SEC. 16.90. CONTROLLER AUTHORIZED TO DEDUCT.

(a) Based upon individual authorized deductions, revocable at will, the Controller is hereby authorized to deduct and collect moneys from the salaries or wages of officers or employees of the City and County of San Francisco, ((the San Francisco Unified School District, the San Francisco Community College District,)) and ((judges, attaches and other employees of)) the Superior Court ((and Municipal Courts)) for the organizations and purposes in this Article.

(b) The Controller is hereby authorized to deduct and collect a bona fide union or employee organization service fee from the salaries or wages of officers or employees of the City and County of San Francisco, ((the San Francisco Unified School District, the San Francisco Community College District,)) and ((judges, attaches, and other employees of)) the Superior Court ((and Municipal Courts)) holding positions in classifications included within an agency shop agreement entered into pursuant to the laws of the State of California.

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Section 2. Chapter 16 of the San Francisco Administrative Code is hereby amended by amending Section 16.92, to read as follows:

SEC. 16.92. FEES FOR COLLECTION OF DEDUCTIONS; PAYMENT OF BALANCE TO PARTICULAR ORGANIZATION.

With respect to the deductions and collections authorized by Section 16.90 of this Code, the Controller shall determine, establish, charge and deposit in the treasury to the credit of the General Fund, fees for making such deductions and collections, which fees shall not be less than the costs of such services; provided, that such fees shall not be collected where waived or disallowed pursuant to an approved memorandum of understanding with a recognized employee organization. After deduction of any such fees chargeable for such services, the Controller shall pay the balance of the amounts deducted and collected to that organization for which they have been collected.

Section 3. Chapter 16 of the San Francisco Administrative Code is hereby amended by amending Section 16.93, to read as follows:

SEC. 16.93. ORGANIZATIONS FOR WHICH DEDUCTIONS CAN BE MADE.

Deductions and collections as provided by this Article shall be made for the organizations and the purposes designated in the following paragraphs:

(a) Bona fide unions or employee organizations, for dues or assessments, and for premiums or membership fees for automobile, life, accident, health or disability insurance provided under a group plan by said bona fide unions or employee organizations; and when authorized by memorandum of understanding, voluntary political committee contributions.

(b) San Francisco Firemen Federal Credit Union, for the payment of money to or the purchase of shares in.
(c) San Francisco Police Department Federal Credit Union, for the payment of money to or the purchase of shares in.

(d) Provident Central ((San Francisco Police Post Federal)) Credit Union, for the payment of money to or the purchase of shares in.

(e) Recreation and Park Federal Credit Union, for the payment of money to or the purchase of shares in.

(f) San Francisco Federal ((Municipal Employees')) Credit Union, for the payment of money to or the purchase of shares in.

(g) San Francisco Federated Teachers' Credit Union, for the payment of money to or the purchase of shares in.

(h) San Francisco Railway Employees' Federal Credit Union for the payment of money to or the purchase of shares in.

(i) San Francisco Municipal Shopmen's Credit Union, for the payment of money to or the purchase of shares in.

(j) Golden One Credit Union ((Municipal Post No. 429, American Legion)), for dues or assessments.

(k) San Francisco Bay Area Educators' ((Stationary Engineers Local 39 Federal)) Credit Union, for the payment of money to or the purchase of shares in.

(l) San Francisco Civil Service Commission, for fees relating to the imprinting and processing of fingerprints.

(m) Fire Department League Athletic Musical Events, for the payment of money to.

(n) San Francisco Employees' Benevolent Association, for the payment of money to.
Section 4. Chapter 16 of the San Francisco Administrative Code is hereby amended by amending Section 16.93-4, to read as follows:

SEC. 16.93-4. SCHEDULE OF THE ANNUAL DRIVE.

(a) By March 1st of each year agencies that wish to participate in the upcoming Annual Drive shall submit their applications to participate with the Board of Supervisors. (Provided that only for the 1989 Annual Drive, agencies that wish to participate in the 1989 Annual Drive shall submit their applications to participate with the Board of Supervisors by May 15, 1989. Provided that only for the 1995 Annual Drive, agencies that wish to participate in the 1995 Annual Drive shall submit their applications to participate with the Board of Supervisors by May 1, 1995. Provided that only for the 1997 Annual Drive, any Mayor's fund that wishes to participate in the 1997 Annual Drive shall submit their request to participate with the Board of Supervisors by July 1, 1997.) (Provided that only for the 2000 Annual Drive, any Mayor's fund that wishes to participate in the 2000 Annual Drive shall submit their request to participate with the Board of Supervisors by April 15, 2000. By March 1st the Mayor shall also designate the Chair for the upcoming Annual Drive. (Provided that only for the 1989 Annual Drive, the Mayor shall designate the Chair for the 1989 Annual Drive by May 15, 1989. Provided that only for the 1995 Annual Drive, the Mayor shall designate the Chair for the 1995 Annual Drive by May 1, 1995.))

(b) By March 1st of each year the Chair of the preceding Annual Drive shall report to the Mayor and the Board of Supervisors on the success of the concluded Annual Drive including the level of employee designations to each federated agency. (Provided that only for 1989, the Chair of the preceding Annual Drive shall file the report to the Mayor and the Board of Supervisors as required by this Section by May 15, 1989. Provided that only for 1995, the Chair of the preceding Annual Drive shall file the report to the Mayor and the Board of Supervisors as required by this Section by May 1, 1995.))
(c) By May 1st of each year, the Board of Supervisors, by resolution, shall designate those agencies that qualify to participate in the City’s Annual Drive for that year. (Provided that only for the 1989 Annual Drive, the Board of Supervisors shall designate those agencies that qualify to participate in the 1989 Annual Drive by June 15, 1989. Provided that only for the 1995 Annual Drive, the Board of Supervisors shall designate those agencies that qualify to participate in the 1995 Annual Drive by June 1, 1995. Provided that only for the 1997 Annual Drive, the Board of Supervisors shall designate those Mayor’s funds that shall participate in the 1997 Annual Drive by July 1, 1997.)

Section 5. Chapter 16 of the San Francisco Administrative Code is hereby amended by amending Section 16.93-5, to read as follows:

SEC. 16.93-5. OBLIGATIONS OF PARTICIPATING AGENCIES.

All participating agencies shall have the following obligations and responsibilities:

(a) All participating agencies will jointly prepare and print all Annual Drive materials, including directories and payroll deduction forms and other related documents, with a Bay Area printer that pays prevailing wages, and will provide adequate numbers of such materials as determined by the agencies. The Chair of the Annual Drive and the Controller will work with the participating agencies in the design of these materials, the design to be approved no later than August 1st. The Chair of the Annual Drive shall schedule the distribution of materials and associated promotional activities such that all employee payroll deduction authorizations are provided to the Controller no later than December 1st.

(b) All participating agencies and the City and County shall jointly execute a Memorandum of Agreement concerning the payment of actual costs of the Annual Drive materials. The memorandum shall also designate which of the participating agencies shall serve as the coordinating agency.

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(c) All warrants issued for Annual Drive payroll deductions shall be issued by the City and County to each participating agency based upon the percentage of cash, checks and pledges designated for each participating agency at the conclusion of the solicitation period of the Annual Drive. The distribution percentage shall be provided to the Controller by the coordinating agency. Distribution of funds to the participating agencies by the Controller of the City and County shall occur within five working days after each regular employee payday.

(d) Employee payroll deductions to a given federated agency shall not be made for less than $1.00 per pay period, and the authorization for any deduction shall be for 12 months. The sum of an employee's authorizations shall be withheld as a single Annual Drive deduction in the Controller's payroll system.

(e) Payroll deduction privileges shall be reviewed annually to determine if all agencies accorded deduction privileges continue to meet the above criteria.

(f) The City and County of San Francisco, after each pay period, shall charge a processing fee of six cents per employee who had an Annual Drive deduction in the payroll period to reimburse the City and County for the expenses incurred in processing payroll deductions as a part of the Annual Drive. The processing fee will be netted out of the warrant issued to the participating agencies following each payroll period. The Controller may change the processing fee each fiscal year in conformance with Section 16.92 of this Code.

APPROVED AS TO FORM:

LOUISE H. RENNE, City Attorney

By: THOMAS J. OWEN
Deputy City Attorney

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS

June 12, 2000  Board of Supervisors — PASSED, ON FIRST READING
Ayes: 8 - Ammiano, Becerril, Kaufman, Leno, Newsom, Teng, Yaki, Yee
Absent: 3 - Bierman, Brown, Katz

June 19, 2000  Board of Supervisors — FINALLY PASSED
Ayes: 11 - Ammiano, Becerril, Bierman, Brown, Katz, Kaufman, Leno, Newsom, Teng, Yaki, Yee
I hereby certify that the foregoing Ordinance was FINALLY PASSED on June 19, 2000 by the Board of Supervisors of the City and County of San Francisco.

Gloria L. Young
Clerk of the Board

Mayor Willie L. Brown Jr.