[Administrative Code Revision]

ORDINANCE AMENDING CHAPTER 2 OF PART I OF THE SAN FRANCISCO MUNICIPAL CODE (ADMINISTRATIVE CODE) BY AMENDING SECTION 2.1-1 (BOARD POWERS), SECTION 2.6-1 (LEASE APPROVALS), AND SECTION 2.6-2 (INTERPRETING SERVICES) AND BY REPEALING SECTION 2.3 (CHIEF ASSISTANT BOARD CLERK), SECTION 2.6 (POLLUTION CONTROL POLICY), SECTION 2.6-4 (CLERK OF THE BOARD), SECTION 2.6-5 (BOARD STAFF), SECTION 2.6-6 (CONTRACT APPROVALS), SECTION 2.6-7 (CITY BUSINESS OFFICE), SECTION 2.6-8 (ATTENDANCE AT BOARD MEETINGS), SECTION 2.9 (POLLUTION CONTROL POLICY), SECTION 2.6-10 (CLERK OF THE BOARD), SECTION 2.6-11 (CONTRACT APPROVALS), SECTION 2.6-12 (CHIEF ASSISTANT BOARD CLERK), SECTION 2.6-13 (CHIEF APPRAISER), SECTION 2.6-14 (ORDER FOR SERVICES), SECTION 2.6-15 (STRIKING EMPLOYEES), SECTION 2.6-16 (EMPLOYEE RELATIONS DIRECTOR), AND SECTION 2.82 (PUBLICATION OF LEGISLATION); AMENDING CHAPTER 2A OF THE SAN FRANCISCO ADMINISTRATIVE CODE BY AMENDING SECTION 2A.160 (ACADEMY OF SCIENCES); AMENDING CHAPTER 2B OF THE SAN FRANCISCO ADMINISTRATIVE CODE BY REPEALING SECTION 2B.19 (BIANNUAL EVALUATION); AND AMENDING CHAPTER 3 OF THE SAN FRANCISCO ADMINISTRATIVE CODE BY AMENDING SECTION 3.2 (DEFINITIONS) AND SECTION 3.22 (LONG-TERM FINANCING).

Note: Additions or substitutions are underlined; deletions are in «double parentheses».

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

Section 1. Chapter 2 of the San Francisco Administrative Code is hereby amended by amending Section 2.1-1, to read as follows:

SEC. 2.1-1. POWERS OF THE BOARD OF SUPERVISORS. The powers of the City and County, except the powers reserved to the people or delegated to other officials, boards

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
or commissions by the Charter, shall be vested in the Board of Supervisors and shall be 
exercised as provided in the Charter.

The exercise of all rights and powers of the City and County when not prescribed in the 
Charter shall be as provided by ordinance or resolution of the Board of Supervisors.

The Supervisors shall determine the maximum number of each class of employment in 
each of the various departments and offices of the City and County and shall fix rates and 
schedules of compensation therefor in the manner provided in the Charter.

On the recommendation of the Mayor, the Board of Supervisors may create or abolish 
departments which are now or may hereafter be placed under the Mayor or under 
commissions appointed by the Mayor.

The Board of Supervisors may, by ordinance, confer on any officer, board or 
commission such other and additional powers as the Board may deem advisable.

((The Board of Supervisors, by ordinance, may provide medical care, hospitalization, 
compensation and such other benefits as the Board may deem necessary for regularly 
authorized volunteer civilian defense workers suffering injury arising out of and in the course 
of their activities as such civilian defense workers.))

The Board of Supervisors shall have the powers and duties provided in Charter Section 
4.102.

Section 2. Chapter 2 of the San Francisco Administrative Code is hereby amended by 
repealing Section 2.3.

((SEC. 2.3. AUTHORITY OF CHIEF ASSISTANT CLERK IN ABSENCE OF CLERK. 
In the absence of the Clerk of the Board of Supervisors, the Chief Assistant Clerk is hereby 
authorized to perform all the functions and duties vested in the Clerk by law and during such 
absence the Chief Assistant Clerk is authorized to execute all documents and perform all acts

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
Section 3. Chapter 2 of the San Francisco Administrative Code is hereby amended by repealing Section 2.6.

((SEC. 2.6. POLICY RELATIVE TO BAY AREA AIR POLLUTION CONTROL DISTRICT. It shall be the policy of the City and County for all of its officials, departments and agencies in a position to do so to cooperate in every reasonable way with the purposes, operation and enforcement programs of the Bay Area Air Pollution Control District.

All such officials, departments and agencies vested with power under any laws, ordinances or regulations germane and applicable to the subject of Air Pollution Control shall be vigorously enforced at all times in support of the district control program.

To the end that the Board of Supervisors may properly assess the possible need for further local legislation bearing upon the subject matter, the Clerk of the Board is hereby authorized and directed to contact and procure through proper channels, as expeditiously as possible, a compilation of all existing ordinances and departmental regulations pursuant thereto that may bear upon air pollution, its cause or control, and setting forth the present status of enforcement of such ordinances and regulations by the officials, departments or agencies in charge.))

Section 4. Chapter 2 of the San Francisco Administrative Code is hereby amended by amending Section 2.6-1, to read as follows:

SEC. 2.6-1. POLICY RELATIVE TO APPROVAL OF LEASE AND CONCESSION AGREEMENTS. Whenever in accordance with the provisions of the Charter, any officer, board or commission of the City and County submits a proposed lease or agreement for concession privileges to be operated in or upon any property or facility of the City and County
to the Board of Supervisors for its approval or disapproval, except where the Board of
Supervisors finds that the bidding procedures or insurance requirements are impractical or
impossible, it shall be the policy of said board (1) to approve only such proposals as have
been awarded to the highest responsible bidder in accordance with competitive bidding
procedures, and (2) to approve only such leases as require the lessee to provide appropriate
((property)) insurance naming ((in the name of)) the City as an additional insured ((and
County of San Francisco)), in a form and amount approved by the Office of Risk
Management. ((against fire and lightning, extended coverage perils, vandalism and malicious
mischief, in an amount equal to the replacement value of the property.))

Section 5. Chapter 2 of the San Francisco Administrative Code is hereby amended by
amending Section 2.6-2, to read as follows:

SEC. 2.6-2. PROVISION FOR INTERPRETING SERVICES. It is the policy of the
Board of Supervisors that interpreting services shall be provided at all meetings of the Board
of Supervisors and of its Committees as needed.

((The Board of Supervisors requests the Clerk of the Board of Supervisors to submit
and the Mayor to approve a supplemental appropriation in the amount of $5,000 to fund
language-interpreting services for the Board of Supervisors in the current fiscal year.))
The Clerk of the Board is hereby directed to include funding for interpreting services in
developing the budget of the Board of Supervisors for future fiscal years.

Section 6. Chapter 2 of the San Francisco Administrative Code is hereby amended by
repealing Section 2.6-4.

((SEC. 2.6-4. CLERK OF THE BOARD OF SUPERVISORS. The Clerk of the Board of
Supervisors shall, ex officio, be Clerk of the Board of Equalization.))
Section 7. Chapter 2 of the San Francisco Administrative Code is hereby amended by repealing Section 2.6-5.

((SEC. 2.6-5. STAFF ASSISTANTS TO MEMBERS OF THE BOARD OF SUPERVISORS. There shall be two staff members for each member of the Board of Supervisors, who shall be appointed by the Supervisor and shall serve at the Supervisor's pleasure. These staff members shall be responsible for such duties and responsibilities as the Supervisor shall prescribe.))

Section 8. Chapter 2 of the San Francisco Administrative Code is hereby amended by repealing Section 2.6-6.

((SEC. 2.6-6. CONTRACTUAL AUTHORITY LIMITATION. Contracts, including leases, entered into by a department, board or commission having anticipated revenue to the City and County of $1,000,000 or more, or the modification, amendment or termination of any contract which when entered into had anticipated revenues of $1,000,000 or more, shall be subject to approval of the Board of Supervisors by resolution.

With the exception of construction contracts entered into by the City and County, any other contracts or agreements, including leases, entered into by a department, board or commission having a term in excess of 10 years, or requiring anticipated expenditures by the City and County of $10,000,000, or the modification or amendment to such contract or agreement having an impact of more than $500,000 shall be subject to approval of the Board of Supervisors by resolution. ))

Section 9. Chapter 2 of the San Francisco Administrative Code is hereby amended by repealing Section 2.9.
(SEC. 2.9. ATTENDANCE OF OTHER CITY OFFICIALS AT BOARD MEETINGS.
The Board of Supervisors does hereby address itself to the various boards, commissions, executive and administrative officials of the government of the City and County and does respectfully request that, in the future, whenever a matter coming under their respective jurisdictions is presented for the consideration of the Board of Supervisors at a regular meeting thereof, such board, commission, executive or administrative official shall arrange to have in attendance a representative fully conversant with the subject matter and in a position to supply the members of the Board with information upon all aspects of the matter.))

Section 10. Chapter 2 of the San Francisco Administrative Code is hereby amended by repealing Section 2.19.

(SEC. 2.19. ASSISTANCE TO BOARD IN ITS DUTIES AS EQUALIZATION BOARD — DUTY OF DIRECTOR OF PROPERTY. The Director of Property is hereby authorized and directed to aid, assist and advise the Board of Supervisors, sitting as a board of equalization, in passing upon requests made to the Board for the equalization of assessments on taxable real property and improvements in the City and County. Such services shall be rendered to the Board of Supervisors during the time that it sits as a board of equalization and for such time prior thereto as may be necessary to prepare for such investigation.))

Section 11. Chapter 2 of the San Francisco Administrative Code is hereby amended by repealing Section 2.20.

(SEC. 2.20. ASSISTANCE TO BOARD IN ITS DUTIES AS EQUALIZATION BOARD — DUTY OF DIRECTOR OF PROPERTY — EMPLOYMENT OF INDEPENDENT EXPERT APPRAISERS. The Director of Property is hereby authorized and directed to
employ the necessary independent expert real estate and building appraisers as needed, subject to the provisions of Section 8.300 of the Charter, to aid and assist him in advising the Board of Supervisors in regard to requests for equalization of assessments.))

Section 12. Chapter 2 of the San Francisco Administrative Code is hereby amended by repealing Section 2.21.

((SEC. 2.21. ASSISTANCE TO BOARD IN ITS DUTIES AS EQUALIZATION BOARD — DUTY OF DIRECTOR OF PROPERTY — ISSUANCE OF REQUISITE ORDER. For the services provided for by the two preceding sections, the Clerk of the Board of Supervisors shall each year issue to the Director of Property the requisite order in accordance with the procedures established by the Controller.))

Section 13. Chapter 2 of the San Francisco Administrative Code is hereby amended by repealing Section 2.23-9.

((SEC. 2.23-9. EXCEPTION; AMENDMENT TO CHARTER PROVIDING FOR DISMISSAL OF EMPLOYEES ENGAGED IN STRIKE AGAINST CITY AND COUNTY. The provisions of Section 2.23 of this Article shall not be applicable to any proposal to amend the Charter to provide for the dismissal of any employee of the City and County who participates in a strike against said City and County in the event said proposal is introduced for submission to the qualified voters at the June 8, 1976, Direct Primary Election.))

Section 14. Chapter 2 of the San Francisco Administrative Code is hereby amended by repealing Section 2.23-11.

((SEC. 2.23-11. EXCEPTION: AMENDMENTS TO CHARTER RELATING TO APPOINTMENT OF THE EMPLOYEE RELATIONS DIRECTOR. The provisions of Section

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
Page 7
(5/11/99)
2.23 of this Article shall not be applicable to any proposal to amend the Charter with respect to the appointment of an Employee Relations Director, in the event said proposal is submitted to the qualified voters at the June 8, 1976, Primary Election.))

Section 15. Chapter 2 of the San Francisco Administrative Code is hereby amended by repealing Section 2.82.

((SEC. 2.82. PUBLICATION OF LEGISLATION. (a) Notice of the purport and subject matter of each proposed ordinance which is introduced and referred to committee shall be published within five days after its presentation to the Board of Supervisors, and a copy of such proposed ordinance shall be kept available for inspection in the office of the Clerk of the Board.

(b) Notice that an ordinance has been passed for second reading, that an ordinance has been finally passed, and that a resolution has been adopted together with a statement of where copies may be obtained, shall be published once within five days of such passage for second reading, final passage or adoption.)))

Section 16. Chapter 2A of the San Francisco Administrative Code is hereby amended by amending Section 2A.160, to read as follows:

SEC. 2A.160. ACADEMY OF SCIENCES; RELATIONSHIP WITH CITY AND COUNTY. In addition to all other approvals required by law, plans for all proposed buildings and improvements of the California Academy of Sciences including any additions, must be approved by the Recreation and Park Commission and the Arts Commission. The Recreation and Park Commission is hereby authorized, subject to approval by the Board of Supervisors by ordinance, and subject to the provisions of Section 4.113 of the Charter, to set apart from time to time such portions of property under its control, as may be required for such buildings
and improvements, sufficient grounds being allotted to secure the safety of the same from fire.

The erection of buildings or additions to buildings shall not be started by the California Academy of Sciences until it shall have submitted a statement satisfactory to the Recreation and Park Commission of its ability to finance the proposed work to completion. ((All buildings and improvements heretofore or hereafter erected by or under the authority of said California Academy of Sciences in or on property owned or controlled by the City and County of San Francisco are and shall become the property of the City and County of San Francisco, but said buildings and improvements and all persons employed therein or thereabout shall be used and controlled exclusively by the said California Academy of Sciences under such proper rules and regulations as it may prescribe, subject, however, to any otherwise applicable Charter provisions relating to civil service and salary standardization with respect to employees of the City and County.)) The Board of Supervisors shall, by ordinance, prescribe the insurance to be furnished by the California Academy of Sciences to save the City and County harmless from claims for damages to persons or property arising from the construction or use of any of said buildings. Reasonable and appropriate charges may be made by the California Academy of Sciences for admission to or use of the Alexander F. Morrison Planetarium and Auditorium.

Section 17. Chapter 2B of the San Francisco Administrative Code is hereby amended by repealing Section 2B.19.

((SEC. 2B.19. BIANNUAL EVALUATION. Commencing two years after the effective date of this Section and every two years thereafter, the Clerk of the Board of Supervisors shall report to the Board on the number and type of assessment appeals filed with the Assessment Appeals Board, the adequacy of the number of Assessment Appeals Boards to process the appeals efficiently, and the adequacy of the filing, hearing, and findings of fact fees to pay the

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
administrative costs to the City to process assessment appeals.))

Section 18. Chapter 3 of the San Francisco Administrative Code is hereby amended by amending Section 3.2, to read as follows:

SEC. 3.2. DEFINITIONS. As used in this Chapter, names and titles shall have the following meaning:

AGENCY. A unit of government subject to the appropriation powers of the Board of Supervisors such as the Parking Authority and the Redevelopment Agency. Also, a grouping of employees with a similar purpose or function or a portion of a department. For example, a subdivision of the Administrative Services Department could be designated as an agency for budget or fiscal control purposes.

APPOINTING OFFICER. The executive or elected head of a department or agency with the power to appoint, discipline or terminate employees under his or her supervision or control.

APPROPRIATION. Resources or expenditure authority made available by the Mayor and Board of Supervisors by ordinance to a department, agency, board or commission in furtherance of a public or statutory purpose.

BOARD. Public body created by Charter or ordinance of the Board of Supervisors with the ability to recommend the appointment of a chief executive for the function over which it exerts guidance. (See also, "Commission.")

BUDGET. The City and County's plan of financial operation for a given period of time embodying an estimate of all proposed expenditures and the proposed means of financing them.

COMMISSION. Public body created by Charter or ordinance of the Board of Supervisors with the ability to recommend the appointment of a chief executive of the function

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
over which it exerts guidance. (See also “Board.”)

SALARY ORDINANCE. An ordinance showing the number and rates of compensation for all positions continued or created by the Supervisors in adopting each annual budget and each annual and supplemental appropriation ordinance for all departments, agencies, boards and commissions of the City and County. The Salary Ordinance shall constitute the legal basis for check by the Human Resources Department or Controller as to legality of the creation of any position in the City and County service and the rate of compensation fixed therefor in an approved Memorandum of Understanding with a recognized employee group.
Section 19. Chapter 3 of the San Francisco Administrative Code is hereby amended by
amending Section 3.22, to read as follows:

SEC. 3.22. SUBMITTAL OF LONG-TERM FINANCING PROPOSALS. All
departments, boards, agencies and commissions shall submit all long-term financing
proposals for capital improvements to the CIAC for review. The Board of Supervisors shall not
place on the ballot, or authorize the issuance of any long-term financing until the CIAC
completes its review of the proposal and submits its recommendation to the Board.
Each proposal shall be in form and substance satisfactory to the CIAC and shall be
accompanied by descriptive financial, architectural, and/or engineering data and all other
pertinent material in sufficiently complete detail to permit the CIAC to review all aspects of the
proposal. The CIAC shall make a written report to the Mayor and the Board analyzing the
feasibility, cost, and priority of the proposal relative to the City's capital expenditure plan.
For matters related to the CIAC, "long-term financing" shall mean bonded indebtedness
(including general obligation bonds, revenue bonds, lease-financing structures and loans)
which constitutes an obligation beyond one fiscal year.

APPROVED AS TO FORM:
LOUISE H. RENNE, City Attorney

By: THOMAS J. OWEN
Deputy City Attorney

SUPERVISOR KAUFMAN
BOARD OF SUPERVISORS
Ordinance amending Chapter 2 of Part 1 of the San Francisco Municipal Code (Administrative Code) by amending Section 2.1-1 (Board Powers), Section 2.6-1 (Lease Approvals), and Section 2.6-2 (Interpreting Services) and by repealing Section 2.3 (Chief Assistant Board Clerk), Section 2.6 (Pollution Control Policy), Section 2.6-4 (Clerk of the Board), Section 2.6-5 (Board Staff), Section 2.6-6 (Contract Approvals), Section 2.9 (Attendance at Board Meetings), Section 2.19 (Director of Property), Section 2.20 (Independent Appraisers), Section 2.21 (Order for Services), Section 2.23-9 (Striking Employees), Section 2.23.11 (Employee Relations Director), Section 2.82 (Publication of Legislation), and amending Chapter 2A of the San Francisco Administrative Code by amending Section 2A.160 (Academy of Sciences); amending Chapter 2B of the San Francisco Administrative Code by repealing Section 2B.19 (Biannual Evaluation); and amending Chapter 3 of the San Francisco Administrative Code by amending Section 3.2 (Definitions) and Section 3.22 (Long-Term Financing).

May 10, 1999 Board of Supervisors — AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE
Ayes: 11 - Ammiano, Becerril, Bierman, Brown, Katz, Kaufman, Leno, Newsom, Teng, Yaki, Yee

May 10, 1999 Board of Supervisors — PASSED ON FIRST READING AS AMENDED
Ayes: 11 - Ammiano, Becerril, Bierman, Brown, Katz, Kaufman, Leno, Newsom, Teng, Yaki, Yee

May 17, 1999 Board of Supervisors — FINALLY PASSED
Ayes: 8 - Ammiano, Becerril, Bierman, Katz, Leno, Newsom, Teng, Yaki
Absent: 3 - Brown, Kaufman, Yee
I hereby certify that the foregoing Ordinance was FINALLY PASSED on May 17, 1999 by the Board of Supervisors of the City and County of San Francisco.

Gloria L. Young
Clerk of the Board

Date Approved

MAY 28 1999

Mayor Willie L. Brown Jr.