

1 [Correcting erroneous deletion of authority for the Public Administrator-Public Guardian to
2 collect and deposit entitlement checks and other income, and to pay from those funds
3 expenses of persons unable to manage their own affairs.]

4 **Ordinance amending Article XIII of Chapter 2A of the San Francisco Administrative**
5 **Code by adding a new Section 2A.211-A to provide a representative payee program in**
6 **the Office of the Public Administrator-Public Guardian.**

7 Note: Additions are *italic, Times New Roman*; deletions
8 are ~~*strikethrough italic, Times New Roman*~~.
9 Board amendment additions are double underlined.
Board amendment deletions are ~~strikethrough normal~~.

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

11 Section 1. Article XIII of Chapter 2A of the San Francisco Administrative Code is
12 hereby amended by adding Section 2A.211-A, to read as follows:

13 ***SEC. 2A.211-A. PUBLIC ADMINISTRATOR/PUBLIC GUARDIAN REPRESENTATIVE***
14 ***PAYEE PROGRAM***

15 (a) ***Findings.*** *The Board of Supervisors finds that there are residents of the City and County of*
16 *San Francisco who are recipients of Social Security Administration benefits, Department of Veteran's*
17 *Affairs benefits, General Assistance, and other income from public and private sources who are unable*
18 *to manage such income to their best advantage.*

19 *There are also residents of the City and County of San Francisco who are denied the payment of*
20 *Social Security Administration benefits, Department of Veteran's Affairs benefits, General Assistance,*
21 *and other income from public and private sources because of mental and/or physical disability who*
22 *would benefit from assistance in applying for and managing funds.*

23 *Therefore, the Board of Supervisors authorizes the Public Administrator-Public Guardian,*
24 *pursuant to permission of the client, to receive, manage, and disburse income and benefits from public*
25 *and private sources for those persons who receive such aid, but are unable to manage their funds.*

1 And, further, that the Public Administrator-Public Guardian is authorized, pursuant to
2 permission of the client, to provide assistance in applying for public and private resources to which the
3 client may be entitled, but which are withheld or not paid because of a determination from the funding
4 source that the recipient is incapable of managing such funds.

5 **(b) Public Guardian Representative Payee Program.** There shall be a program called the
6 Public Guardian Representative Payee Program (hereinafter, "Program") created in the Office of the
7 Public Administrator-Public Guardian. Upon agreement with the client, the Program may provide the
8 following services:

9 (1) Collect and deposit entitlement checks and other income into accounts managed by the
10 Public Administrator-Public Guardian.

11 (2) Redirect the client's bills including, but not limited to, rent and utility bills to the Program
12 and pay these bills with the client's funds.

13 (3) Make disbursements from the client's share of funds for the client's personal needs.

14 **(c) Refunds.** Upon discharge or withdrawal from the Program, any and all amounts on
15 deposit in the name of the client shall be refunded to him or her, or the succeeding fiduciary, if
16 applicable.

17 **(d) Records.** The Public Administrator-Public Guardian shall cause full, true and correct
18 records to be maintained, on a current basis, regarding the receipt and disbursement of all moneys
19 belonging to any such client on deposit in accounts managed by the Public Administrator-Public
20 Guardian. Clear and current records must be maintained showing all credits to and debits from the
21 account for each individual client, as well as each client's current share and balance in the account.

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1 (e) **Fiduciary.** *The Public Administrator-Public Guardian shall keep records as befits a*
2 *fiduciary entrusted with a client's funds.*

3
4 APPROVED AS TO FORM:

5 LOUISE H. RENNE, City Attorney

6
7
8 By:



DAVID A. GREENBURG
Deputy City Attorney



City and County of San Francisco

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

Tails Ordinance

File Number: 001907

Date Passed:

Ordinance amending Article XIII Chapter 2A of the San Francisco Administrative Code by adding a new Section 2A.211-A to provide a representative payee program in the Office of the Public Administrator-Public Guardian.

December 11, 2000 Board of Supervisors — PASSED, ON FIRST READING

Ayes: 11 - Ammiano, Becerril, Bierman, Brown, Katz, Kaufman, Leno, Newsom, Teng, Yaki, Yee

December 18, 2000 Board of Supervisors — FINALLY PASSED

Ayes: 9 - Ammiano, Becerril, Bierman, Brown, Kaufman, Leno, Newsom, Yaki, Yee

Absent: 2 - Katz, Teng

File No. 001907

I hereby certify that the foregoing Ordinance was FINALLY PASSED on December 18, 2000 by the Board of Supervisors of the City and County of San Francisco.



Gloria L. Young
Clerk of the Board

DEC 28 2000

Date Approved



Mayor Willie L. Brown Jr.