

1 [Administrative Code - Public Guardian/Public Administrator Gift Fund]

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3 **Ordinance amending the San Francisco Administrative Code by adding**  
4 **Section 10.100-190, to create a Public Guardian/Public Administrator Gift Fund to**  
5 **support the operations of the Public Guardian's Office, including needs assessment**  
6 **and conservatorship services for vulnerable persons who are unable to manage their**  
7 **basic personal or financial needs.**

8 Note: Additions are *single-underline italics Times New Roman*;  
9 deletions are *strikethrough italics Times New Roman*.  
10 Board amendment additions are double underlined.  
Board amendment deletions are ~~strikethrough normal~~.

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

12 Section 1. The San Francisco Administrative Code is hereby amended by adding  
13 Section 10-100-190, to read as follows:

14 **SEC. 10-100-190. PUBLIC GUARDIAN/PUBLIC ADMINISTRATOR GIFT FUND.**

15 *(a) Establishment of Fund. The Public Guardian/Public Administrator Fund is established as*  
16 *a category eight special fund, meaning that funds are automatically appropriated, interest shall be*  
17 *accumulated and that any fund balance shall carry forward year to year. The Public Guardian/Public*  
18 *Administrator Fund shall contain all monies collected or appropriated by the Public Guardian's Office*  
19 *for the uses described in subsection (b). The fund shall also be used as a gift fund to receive all*  
20 *donations of money that may be offered to the Public Guardian's Office.*

21 *(b) Use of Fund. The S. F. Public Guardian is the official under the California Probate Code*  
22 *to serve as the conservator where there is no one else who is qualified and willing to act and where the*  
23 *Public Guardian's appointment would be in the best interest of the individual as determined by the San*  
24 *Francisco Probate Court. Monies deposited in the fund shall be expended for the purposes designated*  
25 *by the Public Guardian and the Director of the Department of Aging and Adult Services. The fund*

1 shall be used primarily to increase and enhance conservatorship services for individuals who are  
2 unable to meet basic personal needs for health, food, clothing, and shelter or who are substantially  
3 unable to manage their financial resources. The fund may be used to increase staffing and other  
4 resources to better provide services including, but not limited to the following: investigating and  
5 processing conservatorships; assessing physical, mental, and financial needs; ensuring appropriate  
6 medical care, social work services, and budgeting for conservatees; securing housing or shelter for  
7 conservatees; locating and managing the assets and income of conservatees; developing plans for both  
8 immediate and long-term care of conservatees; and advocating on behalf of conservatees to  
9 government agencies, private parties, relatives, and other individuals .

10 (c) **Administration of the Fund.** The Public Guardian and the Director of the Department of  
11 Aging and Adult Services, shall jointly administer the fund.

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13 APPROVED AS TO FORM:  
14 DENNIS J. HERRERA, City Attorney

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15 By: ALEETA M. VAN RUNKLE  
16 Deputy City Attorney

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