

File No. 230897

Committee Item No. 6

Board Item No. \_\_\_\_\_

# COMMITTEE/BOARD OF SUPERVISORS

## AGENDA PACKET CONTENTS LIST

Committee: Rules Committee

Date Oct 16, 2023

Board of Supervisors Meeting

Date \_\_\_\_\_

### Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- Memorandum of Understanding (MOU)
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 - Ethics Commission
- Award Letter
- Application
- Form 700
- Information/Vacancies (Boards/Commissions)
- Public Correspondence

### OTHER (Use back side if additional space is needed)

|                          |                          |       |
|--------------------------|--------------------------|-------|
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |

Completed by: Victor Young Date October 12, 2023

Completed by: \_\_\_\_\_ Date \_\_\_\_\_

1 [Administrative Code - Cash Revolving Funds]

2

3 **Ordinance amending the Administrative Code to remove the authorization for cash**  
4 **revolving funds for certain City departments (Fire, Medical Examiner, Public Works,**  
5 **Recreation and Park, Sheriff, San Francisco Employees' Retirement System, and War**  
6 **Memorial) and reduce the maximum amount of the cash revolving fund for the Port of**  
7 **San Francisco.**

8

9 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.  
10 **Additions to Codes** are in *single-underline italics Times New Roman font*.  
11 **Deletions to Codes** are in ~~*strikethrough italics Times New Roman font*~~.  
12 **Board amendment additions** are in double-underlined Arial font.  
13 **Board amendment deletions** are in ~~strikethrough Arial font~~.  
14 **Asterisks (\* \* \* \*)** indicate the omission of unchanged Code  
15 subsections or parts of tables.

13

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

15

16 Section 1. Article XV of Chapter 10 of the Administrative Code is hereby amended by  
17 revising Section 10.132, to read as follows:

18 **SEC. 10.132. CASH REVOLVING FUNDS – LIMITS FOR EACH DEPARTMENT.**

19 Cash revolving funds are hereby authorized for the following departments, up to the  
20 maximum amounts listed in this Section 10.132, subject to the restrictions and procedures set  
21 forth in this Article XV:

22 \* \* \* \*

23 ~~*Fire Department; \$2,000*~~

24 \* \* \* \*

25 ~~*Medical Examiner; \$500*~~

1 \* \* \* \*

2 Port of San Francisco; ~~\$5005,000~~

3 \* \* \* \*

4 ~~Department of Public Works; \$10,000~~

5 ~~Recreation and Park Department; \$5,000~~

6 \* \* \* \*

7 ~~Sheriff; \$8,000~~

8 \* \* \* \*

9 ~~San Francisco Employees' Retirement System; \$500~~

10 ~~War Memorial; \$1,000~~

11 Section 2. Effective Date. This ordinance shall become effective 30 days after  
12 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the  
13 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board  
14 of Supervisors overrides the Mayor's veto of the ordinance.

15 Section 3. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors  
16 intends to amend only those words, phrases, paragraphs, subsections, sections, articles,  
17 numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal  
18 Code that are explicitly shown in this ordinance as additions, deletions, Board amendment  
19 additions, and Board amendment deletions in accordance with the "Note" that appears under  
20 the official title of the ordinance.

21 APPROVED AS TO FORM:  
22 DAVID CHIU, City Attorney

23 By: /s/ Kerne H. O. Matsubara  
24 KERNE H. O. MATSUBARA  
25 Deputy City Attorney

n:\legana\as2023\2400001\01698156.docx

**LEGISLATIVE DIGEST**

[Administrative Code - Cash Revolving Funds]

**Ordinance amending the Administrative Code to remove the authorization for cash revolving funds for certain City departments (Fire, Medical Examiner, Public Works, Recreation and Park, Sheriff, San Francisco Employees' Retirement System, and War Memorial) and reduce the maximum amount of the cash revolving fund for the Port of San Francisco.**

Existing Law

Administrative Code section 10.132 authorizes cash revolving funds for specified City departments to keep cash on site, and sets the maximum amount for each department's fund.

Amendments to Current Law

This ordinance would amend Administrative Code section 10.132 to remove the authorization for a cash revolving fund for the Fire Department, Medical Examiner, Department of Public Works, Recreation and Park Department, Sheriff, San Francisco Employees' Retirement System, and War Memorial. This ordinance also would reduce the maximum amount of the cash revolving fund for the Port of San Francisco from \$5,000 to \$500.

Background Information

The above cash revolving fund accounts were identified as inactive or having minimal activity in the past 24 months.

n:\legana\as2023\2400001\01698308.docx