

1 [Administrative Code - Timeline for Capital Expenditure Plan]

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3 **Ordinance amending the San Francisco Administrative Code Sections 3.20 and 3.21 to**
4 **provide that the ten-year capital expenditure plan to be prepared thereunder shall be**
5 **submitted to the Mayor and the Board of Supervisors on a biennial basis and that the**
6 **Mayor and the Board of Supervisors shall review, update, amend and adopt such plan**
7 **by resolution on a biennial basis.**

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 amending
13 Section 3.20, to read as follows:

14 Sec. 3.20 CAPITAL EXPENDITURE PLAN

15 By ~~May 1, 2006~~ March 1, 2011, and then by March 1 ~~of each subsequent year~~ on a biennial
16 basis, the City Administrator shall ~~annually~~ submit to the Mayor and Board of Supervisors a
17 ten-year capital expenditure plan which shall include an assessment of the City's capital
18 infrastructure needs, investments required to meet the needs identified through this
19 assessment, and a plan of finance to fund these investments. By ~~August~~ May 1, 2006 2011,
20 and then by May 1 of each ~~subsequent~~ year in which the ten-year capital expenditure plan is
21 submitted by the City Administrator, the Mayor and Board of Supervisors shall ~~annually~~ review,
22 update, amend, and adopt by resolution the ten-year capital expenditure plan.

23 The capital expenditure plan shall include all recommended capital project
24 investments for each year of the plan. The plan shall incorporate all major planned
25

1 investments to maintain, repair, and improve the condition of the City's capital assets,
2 including but not limited to city streets, sidewalks, parks, and rights-of-way; public transit
3 infrastructure; airport and port; water, sewer, and power utilities; and all City-owned facilities.

4 The capital expenditure plan shall include a plan of finance for all recommended
5 investments, including proposed uses of General and Enterprise Funds to be spent to meet
6 these requirements. Additionally, the plan shall recommend the use and timing of long-term
7 debt to fund planned capital expenditures, including General Obligation bond measures.

8 The capital expenditure plan shall include a summary of operating costs and
9 impacts on City operations that are projected to result from capital investments recommended
10 in the plan. This operations review shall include expected changes in the cost and quality of
11 City service delivery.

12 The plan shall also include a summary and description of projects deferred from the
13 ten-year capital expenditure plan given non-availability of funding necessary to meet
14 assessed capital needs.

15 Sec. 3.21 CAPITAL PLANNING COMMITTEE

16 There is hereby created a Capital Planning Committee consisting of the City
17 Administrator as chair, the President of the Board of Supervisors, the Mayor's Finance
18 Director, the Controller, the City Planning Director, the Director of Public Works, the Airport
19 Director, the Executive Director of the Municipal Transportation Agency, the General Manager
20 of the Public Utilities System, the General Manager of the Recreation and Parks Department,
21 and the Executive Director of the Port of San Francisco. Each member of the Capital Planning
22 Committee may designate a person to represent her or him as a voting member of the
23 Committee. Such designations shall be in written documents signed by the designating
24 member and filed with the City Administrator, or her or his designee.

1 The mission of the Capital Planning Committee is to review the proposed capital
2 expenditure plan and to monitor the City's ongoing compliance with the final adopted capital
3 plan. As such, the Capital Planning Committee shall (1) establish prioritization and
4 assessment criteria to assist the City Administrator with the development of the capital
5 expenditure plan, (2) ~~annually~~ review the City Administrator's proposed capital expenditure
6 plan prior to its submission to the Mayor and Board of Supervisors, and (3) review the ~~annual~~
7 budget and any proposed use of long-term debt, including General Obligation bonds, to
8 ensure compliance with the adopted capital expenditure plan.

9 The Board of Supervisors shall not place on the ballot, or authorize the issuance of any
10 long term financing, until the Capital Planning Committee completes a review of the proposal
11 and submits its recommendation to the Board of Supervisors. Each proposal shall be in form
12 and substance satisfactory to the Committee, and shall be accompanied by descriptive
13 financial, architectural, and/or engineering data, and all other pertinent material in sufficiently
14 complete detail to permit the Committee to review all aspects of the proposal. The Committee
15 shall submit a written report to the Mayor and the Board analyzing the feasibility, cost, and
16 priority of each proposal relative to the City's capital expenditure plan.

17 The Chair of the Capital Planning Committee is hereby authorized to adopt such rules,
18 definitions, and procedures as are necessary to meet the requirements described in Section
19 3.20 and 3.21

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21 APPROVED AS TO FORM:
22 DENNIS J. HERRERA, City Attorney

23 By: _____
24 Kenneth David Roux
25 Deputy City Attorney