

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 554-5227

# MEMORANDUM

TO: Adele Carpenter, Director, Youth Commission  
FROM: *ell* Angela Calvillo, Clerk of the Board  
DATE: August 15, 2016  
SUBJECT: REFERRAL FROM BOARD OF SUPERVISORS

The Board of Supervisors has received the following proposed legislation, which at the request of the Youth Commission is being referred as per Charter Section 4.124 for comment and recommendation. The Commission may provide any response it deems appropriate within 12 days from the date of this referral.

**File No. 160892**

**Ordinance amending the Administrative Code to establish the San Francisco City College Enrollment Fee Assistance Fund.**

Please return this cover sheet with the Commission's response to **Linda Wong, Assistant Clerk, Budget and Finance Committee.**

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**RESPONSE FROM YOUTH COMMISSION**      Date: \_\_\_\_\_

- No Comment
- Recommendation Attached

\_\_\_\_\_  
Chairperson, Youth Commission

1 [Administrative Code - San Francisco City College Enrollment Fee Assistance Fund]

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3 **Ordinance amending the Administrative Code to establish the San Francisco City**  
4 **College Enrollment Fee Assistance Fund.**

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

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

13 Section 1. The Administrative Code is hereby amended by  
14 renumbering Section 10.100-288 as Section 10.100-287 and revising it, to read as follows:

15 **SEC. 10.100-287 ~~10.100-288~~. SAN FRANCISCO CHILDREN AND FAMILIES TRUST FUND.**

16 (a) **Establishment of Fund.** The San Francisco Children and Families First Trust  
17 Fund is established as a category four fund to receive all grants, gifts, or bequests of money  
18 made to or for the benefit of the San Francisco Children and Families First Commission *from*  
19 *from* public or private sources to be used for early childhood development programs.

20 (b) **Use of Fund.** Moneys allocated to the fund shall be expended only for the  
21 purposes authorized by the California Children and Families First Act and in accordance with  
22 the San Francisco County Strategic Plan approved by the San Francisco Children and  
23 Families First Commission. All monies shall be expended for the specific purpose such grant,  
24 gift, or bequest was made.  
25

1 Section 2. The Administrative Code is hereby amended by adding a new  
2 Section 10.100-288 to read as follows:

3 **SEC. 10.100-288. SAN FRANCISCO CITY COLLEGE ENROLLMENT FEE ASSISTANCE**  
4 **FUND.**

5 *(a) Establishment of Fund. The San Francisco City College Enrollment Fee Assistance Fund*  
6 *("the Fund") is hereby established as a category four fund to provide financial assistance to people*  
7 *who live or work in San Francisco or are employed by the City and County of San Francisco, and who*  
8 *are studying at City College of San Francisco.*

9 *(b) Sources of Funds. The Fund may receive any legally available monies appropriated for*  
10 *this purpose.*

11 *(c) Use of Funds. The Department of Children, Youth, and Their Families ("the Department")*  
12 *may use monies in the Fund to make block grants to City College to offset enrollment fees and provide*  
13 *other education-related financial support for San Francisco residents, City and County of San*  
14 *Francisco employees, and employees working in San Francisco who are studying at City College. As a*  
15 *condition of accepting the monies, City College shall agree to use the block grants to reduce or waive*  
16 *enrollment fees for eligible students, less any state or federal financial aid the student is currently*  
17 *receiving for his or her education, and not to exceed \$1,000 per student per year. "Employee," for*  
18 *purposes of this Section 10.100-288 means someone working on average at least 20 hours per week.*

19 *(d) Administration and Oversight of Fund. The Department shall administer the Fund.*

20 *(1) The Department and City College shall develop and execute an agreement*  
21 *governing the block grants and the process for applying for, calculating, awarding, and disbursing*  
22 *payments to individual students. The agreement shall provide for the proportional reduction in*  
23 *payments to individual students to the extent that the total of such payments would exceed the amount*  
24 *of the block grant. The agreement shall give priority to offsetting enrollment fee increases.*



1                   (2) Any block grant agreement between the Department and City College shall provide,  
2 as a condition of the grant, for the creation of an Oversight Committee to review City College's  
3 implementation of the grant agreement and to prepare an annual report to the City, City College, and  
4 the public concerning the implementation of the grant agreement and disbursements from the Fund.  
5 The Oversight Committee shall consist of one member of the City College Board of Trustees, one  
6 member of the San Francisco Board of Supervisors, one member of the San Francisco Board of  
7 Education, one City College student representative, two City College faculty members, one City  
8 College financial aid counselor or specialist, one member from the office of the Chancellor of City  
9 College, and one community member.

10                   (3) The Department shall build and maintain within the Fund a reserve of up to  
11 100% of the estimated annual funding needs for the Fund.

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

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1 Section 3. Undertaking for the General Welfare. In enacting and implementing this  
2 ordinance, the City is assuming an undertaking only to promote the general welfare. It is not  
3 assuming, nor is it imposing on its officer and employees, an obligation for breach of which it  
4 is liable in money damages to any person who claims that such breach proximately caused  
5 injury.

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7 APPROVED AS TO FORM:  
8 DENNIS J. HERRERA, City Attorney

9  
10 By:

  
11 THOMAS J. OWEN  
12 Deputy City Attorney

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