

File No. 200840

Committee Item No. 6

Board Item No. 16

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Appropriations Committee Date August 19, 2020

Board of Supervisors Meeting Date September 29, 2020

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
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- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER (Use back side if additional space is needed)

- Notice of Public Hearing _____
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Completed by: Linda Wong Date August 14, 2020

Completed by: Linda Wong Date September 8, 2020

1 [Administrative Code - Reproduction and Notary Fees - Department of Administrative
2 Services]

3 **Ordinance amending the Administrative Code to authorize the Department of**
4 **Administrative Services to impose a fee for reproduction and notary services provided**
5 **to the public.**

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

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

14 Section 1. The Administrative Code is hereby amended by adding Section 8.44, to
15 read as follows:

16 **SEC. 8.44. DEPARTMENT OF ADMINISTRATIVE SERVICES REPRODUCTION AND**
17 **NOTARY FEES.**

18 The Department of Administrative Services is hereby authorized to charge the following fees to
19 any persons requesting the following documents or services:

20 //

21 //

22 //

23 //

24 //

25 //

| <u>Description</u> | <u>Unit Basis</u> | <u>Fee</u> |
|--|---------------------|-----------------|
| <u>Temporary parking restriction (“no parking”) signs required under the Transportation Code</u> | <u>Per sign</u> | <u>\$ 4.00</u> |
| <u>Black and white printing</u> | <u>Per sq. ft</u> | <u>\$ 0.50</u> |
| <u>Color printing</u> | <u>Per sq. ft</u> | <u>\$ 3.00</u> |
| <u>Scanning</u> | <u>Per sheet</u> | <u>\$ 0.35</u> |
| <u>Notary jurat or acknowledgement</u> | <u>Per document</u> | <u>\$ 13.00</u> |

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

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

By: /s/
JON GIVNER
Deputy City Attorney

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TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Sophia Kittler
RE: Administrative Code - Reproduction and Notary Fees - Department of
Administrative Services
DATE: July 31, 2020

Ordinance amending the Administrative Code to authorize the Department of Administrative Services to impose a fee for reproduction and notary services provided to the public.

Should you have any questions, please contact Sophia Kittler at 415-554-6153.



To: Angela Calvillo, Clerk of the Board of Supervisors
From: Ashley Groffenberger, Acting Mayor's Budget Director
Date: July 31, 2020
Re: Mayor's FY 2020-21 and FY 2021-22 Budget Submission

Madam Clerk,

In accordance with the Seventh Supplement to the Mayoral Proclamation Declaring the Existence of a Local Emergency dated February 25, 2020, the Mayor's Office hereby submits the Mayor's proposed budget by August 1, corresponding legislation, and related materials for Fiscal Year 2020-21 and Fiscal Year 2021-22.

In addition to the Mayor's Proposed FY 2020-21 and FY 2021-22 Budget Book, the following items are included in the Mayor's submission:

- The Annual Appropriation Ordinance and Annual Salary Ordinance, along with Administrative Provisions, physical copies of which will be delivered by the Controller's Office
- The proposed budget for the Office of Community Investment and Infrastructure for FY 2020-21
- 21 separate pieces of trailing legislation (see list attached)
- A Transfer of Function letter detailing the transfer of positions from one City department to another
- A letter addressing funding levels for nonprofit corporations or public entities for the coming two fiscal years

Please note the following:

- There are no Interim Exceptions proposed.
- Technical adjustments to the budget are being prepared, but are not submitted with this set of materials.

If you have any questions, please contact my office.

Sincerely,

Ashley Groffenberger
Acting Mayor's Budget Director

cc: Members of the Board of Supervisors
Budget and Legislative Analyst
Controller

| Department | Item | Relevance to Budget | Type |
|-------------------|---|--|-------------|
| HOM | Homelessness and Supportive Housing Fund Expenditure Plan for 2020-21 and 2021-22 | Expenditure plan included in budget. | Resolution |
| CON | Neighborhood Beautification Fund | Neighborhood Beautification Fund contribution levels assumed in budget. | Ordinance |
| CON | Access Line Tax CPI increase | Sets Access Line Tax. Revenues assumed in budget. | Resolution |
| CON | Prop J Certification - previously approved | Costs related to Prop J services assumed in budget. | Resolution |
| CON | Prop J Certification - new | Costs related to Prop J services assumed in budget. | Resolution |
| PUC | Hetch Hetchy Capital Budget | Appropriates funds to support PUC Hetch Hetchy capital budget expenditures. | Ordinance |
| PUC | CleanPowerSF Capital Budget | Appropriates funds to support PUC CleanPowerSF capital budget expenditures. | Ordinance |
| PUC | Wastewater Capital Budget | Appropriates funds to support PUC Wastewater Enterprise capital budget expenditures. | Ordinance |
| PUC | Water Capital Budget | Appropriates funds to support PUC Water Enterprise capital budget expenditures. | Ordinance |
| PUC | Power Debt Authorization | Authorizes debt issuance for Hetch Hetchy and CleanPowerSF capital projects. | Ordinance |
| PUC | Wastewater Debt Authorization | Authorizes debt issuance for Wastewater Enterprise capital projects. | Ordinance |
| PUC | Water Debt Authorization | Authorizes debt issuance for Water Enterprise capital projects. | Ordinance |
| LIB | In-Kind Grant of Friends of San Francisco Public Library | Grant assumed in budget. | Resolution |
| ADM | Medical Examiner Fees | Fee revenue assumed in budget. | Ordinance |
| ADM | Permit Center Fees | Fee revenue assumed in budget. | Ordinance |
| ADM | COP Refunding Authorization | Debt savings assumed in budget. | Ordinance |
| ADM | COP Refunding Appropriation | Appropriates and de-appropriates COP savings. | Ordinance |
| ADM | County Clerk Fee | Fee revenue assumed in budget. | Resolution |
| DPH | DPH Patient Rates | Fee revenue assumed in budget. | Ordinance |
| MOHCD | ESG Cares 2 | Grant assumed in budget. | Resolution |
| CON | BSIF Reserve Use | Use of reserve assumed in budget. | Resolution |

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

NOTICE OF PUBLIC HEARING

BOARD OF SUPERVISORS OF THE CITY AND COUNTY OF SAN FRANCISCO BUDGET AND APPROPRIATIONS COMMITTEE

NOTICE IS HEREBY GIVEN THAT the Budget and Appropriations Committee will hold a public hearing to consider the following proposal and said public hearing will be held as follows, at which time all interested parties may attend and be heard:

Date: August 19, 2020

Time: 10:00 a.m.

Location: REMOTE MEETING VIA VIDEOCONFERENCE

Watch: www.sfgovtv.org

Watch: SF Cable Channel 26 once the meeting starts, the telephone number and access code will be displayed on the screen.

Public Comment Call-In: <https://sfbos.org/remote-meeting-call>

Subjects: File No. 200840. Ordinance amending the Administrative Code to authorize the Department of Administrative Services to impose a fee for reproduction and notary services provided to the public.

If this legislation passes, the Department of Administrative Services will be authorized to impose the following fees for any persons requesting for the following documents or services:

- Temporary parking restriction (“no parking”) signs required under the Transportation Code, per sign: \$4;
- Black and white printing, per square foot: \$0.50;
- Color printing, per square foot: \$3;
- Scanning, per sheet: \$0.35;
- Notary jurat or acknowledgement, per document: \$13.

On March 17, 2020, the Board of Supervisors authorized their Board and Committee meetings to convene remotely and allow for remote public comment due to the Coronavirus -19 pandemic. Therefore, Board of Supervisors meetings that are held through videoconferencing will allow remote public comment. Visit the SFGovTV website (www.sfgovtv.org) to stream the live meetings or watch them on demand.

NOTICE OF PUBLIC HEARING

File No. 200840 (10-Day Fee Ad)

Date: August 19, 2020

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PUBLIC COMMENT CALL-IN

WATCH: SF Cable Channel 26, once the meeting starts, and the telephone number and access code will be displayed on the screen; or

VISIT: <https://sfbos.org/remote-meeting-call>

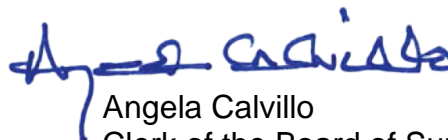
Please visit the Board's website (<https://sfbos.org/city-board-response-covid-19>) regularly to be updated on the City's response to COVID-19 and how the legislative process may be impacted.

In accordance with Administrative Code, Section 67.7-1, persons who are unable to attend the hearing on this matter may submit written comments prior to the time the hearing begins. These comments will be made as part of the official public record in this matter and shall be brought to the attention of the Board of Supervisors. Written comments should be addressed to Angela Calvillo, Clerk of the Board, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA, 94102 or sent via email (board.of.supervisors@sfgov.org). Information relating to this matter is available in the Office of the Clerk of the Board or the Board of Supervisors' Legislative Research Center (<https://sfbos.org/legislative-research-center-lrc>). Agenda information relating to this matter will be available for public review on Friday, August 14, 2020.

For any questions about this hearing, please contact the Assistant Clerk for the Budget and Appropriations Committee:

Linda Wong (Linda.Wong@sfgov.org) - (415) 554-7719)

Please Note: *The Department is open for business, but employees are working from home. Please allow 48 hours for us to return your call or email.*



Angela Calvillo
Clerk of the Board of Supervisors
City and County of San Francisco

DATED/POSTED: August 7, 2020
PUBLISHED: August 9 and 14, 2020

CALIFORNIA NEWSPAPER SERVICE BUREAU

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LINDA WONG
CCSF BD OF SUPERVISORS (OFFICIAL NOTICES)
1 DR CARLTON B GOODLETT PL #244
SAN FRANCISCO, CA 94102

COPY OF NOTICE

Notice Type: GPN GOVT PUBLIC NOTICE

Ad Description

LW - File No. 200840 - Permit Center Fees

To the right is a copy of the notice you sent to us for publication in the SAN FRANCISCO EXAMINER. Thank you for using our newspaper. Please read this notice carefully and call us with ny corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

08/09/2020 , 08/14/2020

The charge(s) for this order is as follows. An invoice will be sent after the last date of publication. If you prepaid this order in full, you will not receive an invoice.

| | |
|-------------|----------|
| Publication | \$857.25 |
| Total | \$857.25 |

EXM# 3387886

NOTICE OF PUBLIC HEARING SAN FRANCISCO BOARD OF SUPERVISORS BUDGET AND APPROPRIATIONS COMMITTEE AUGUST 19, 2020 - 10:00 AM

REMOTE MEETING VIA VIDEOCONFERENCE

**WATCH: www.sfgovtv.org
WATCH: SF Cable Channel 26 once the meeting starts, the telephone number and access code will be displayed on the screen.**

PUBLIC COMMENT CALL-IN:

<https://sfbos.org/remotemeeting-call>

NOTICE IS HEREBY GIVEN THAT the Budget and Appropriations Committee will hold a public hearing to consider the following proposal: File No. 200840, Ordinance amending the Administrative Code to authorize the Department of Administrative Services to impose a fee for reproduction and notary services provided to the public. If this legislation passes, the Department of Administrative Services will be authorized to impose the following fees for any persons requesting for the following documents or services: Temporary parking restriction ("no parking") signs required under the Transportation Code, per sign: \$4; Black and white printing, per square foot: \$0.50; Color printing, per square foot: \$3; Scanning, per sheet: \$0.35; Notary jurat or acknowledgement, per document: \$13. On March 17, 2020, the Board of Supervisors authorized their Board and Committee meetings to convene remotely and allow for remote public comment due to the Coronavirus -19 pandemic. Therefore, Board of Supervisors meetings that are held through videoconferencing will allow remote public comment. Visit the SFGovTV website (www.sfgovtv.org) to stream the live meetings or watch them on demand. Public Comment Call-In WATCH: SF Cable Channel 26, once the meeting starts, and the telephone number and access code will be displayed on the screen; or VISIT: <https://sfbos.org/remotemeeting-call> Please visit the Board's website (<https://sfbos.org/city-board-response-covid-19>) regularly to be updated on the City's response to COVID-19 and how the legislative process may be impacted. In

accordance with Administrative Code, Section 67.7-1, persons who are unable to attend the hearing on this matter may submit written comments prior to the time the hearing begins. These comments will be made as part of the official public record in this matter and shall be brought to the attention of the Board of Supervisors. Written comments should be addressed to Angela Calvillo, Clerk of the Board, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA, 94102 or sent via email (board.of.supervisors@sfgov.org). Information relating to this matter is available in the Office of the Clerk of the Board or the Board of Supervisors' Legislative Research Center (<https://sfbos.org/legislative-research-center-lrc>). Agenda information relating to this matter will be available for public review on Friday, August 14, 2020. For any questions about this hearing, please contact the Assistant Clerk for the Budget and Appropriations Committee: Linda Wong (Linda.Wong@sfgov.org) - (415) 554-7719. Please Note: The Department is open for business, but employees are working from home. Please allow 48 hours for us to return your call or email.



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