

1 [Administrative Code - Telematic Vehicle Tracking Systems for City Vehicles]

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3 **Ordinance amending the Administrative Code to require the installation and use of**  
4 **telematic vehicle tracking systems in all motor vehicles owned or leased by the City,**  
5 **other than vehicles used for law enforcement, and submission of an annual report by**  
6 **the City Administrator on vehicle use based on data derived from those systems; and**  
7 **affirming the Planning Department's determination under the California Environmental**  
8 **Quality Act.**

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.

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

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16 Section 1. The Planning Department has determined that the actions contemplated in  
17 this ordinance comply with the California Environmental Quality Act (California Public  
18 Resources Code Sections 21000 et seq.). Said determination is on file with the Clerk of the  
19 Board of Supervisors in File No. 150682 and is incorporated herein by reference. The Board  
20 affirms this determination.

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22 Section 2. Findings.

23 (a) On March 18, 2014, the Board of Supervisors adopted Resolution No. 91-14,  
24 endorsing a VISION ZERO Three Point Plan to reduce pedestrian fatalities to zero in the next  
25 ten years through better engineering, education and enforcement.

1 (b) Other jurisdictions have successfully implemented a vehicle telematics programs  
2 as part of their commitment to VISION ZERO.

3 (c) Vehicle telematics, sometimes known as black boxes or global positioning system  
4 (GPS) tracking, allow for tracking vehicles individually and collecting and reporting data on  
5 their location, history, speed, mechanical diagnostics, safety and other information.

6 (d) Vehicle telematics systems have the potential to save the City significant time,  
7 money and, potentially, lives.

8 (e) Data collected from vehicle telematics devices in City vehicles can help the City  
9 correct and improve unsafe driving habits, increase efficiency and improve productivity related  
10 to the use of motor vehicles, improve maintenance of City vehicles, and facilitate strategic  
11 route management planning.

12 (f) The systems can provide information to refute groundless claims against the City  
13 regarding vehicle accidents.

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15 Section 3. The Administrative Code is hereby amended by adding Section 4.10-2, to  
16 read as follows:

17 **SEC. 4.10-2. TELEMATIC VEHICLE TRACKING SYSTEMS.**

18 (a) No later than January 1, 2017, the City Administrator and each department head or other  
19 City official with jurisdiction over motor vehicles shall cause those vehicles to be equipped with  
20 telematic vehicle tracking systems. The City Administrator, department head or other City official  
21 having jurisdiction shall prepare a notice that telematic vehicle tracking systems have been installed in  
22 the vehicles and shall disseminate that notice to affected employees at the same time the systems are  
23 installed.

24 (b) The City Administrator and each department head or other City official shall monitor the  
25 use of the motor vehicles over which he or she has jurisdiction using the systems, and shall use that

1 information to monitor and analyze subjects such as vehicle cost efficiency, use optimization, and post-  
2 incident investigation, and to promote other potential benefits such as increased efficiency,  
3 productivity, and improved route management planning.

4 (c) For purposes of this Section 4.10-2, “motor vehicle” shall mean a motor vehicle as defined  
5 in Division 1 of the California Vehicle Code, as amended. “Telematic vehicle tracking system” shall  
6 mean a system that combines the use of automatic vehicle location equipment in individual vehicles  
7 with software that monitors in real time the location, movements, and status of a vehicle or fleet of  
8 vehicles to provide a comprehensive picture of vehicle locations and usage.

9 (d) Each department head or other City official with jurisdiction over motor vehicles shall  
10 submit a report with aggregate telematic data for those vehicles, including but not limited to usage and  
11 mileage data, to the City Administrator, or his or her designee, at the end of each fiscal year. By  
12 October 1 of each year, the City Administrator shall submit to the Mayor and the Board of Supervisors  
13 a report on aggregate motor vehicle use to promote efficient and safe operation of the City’s motor  
14 vehicle fleet.

15 (e) The City Administrator may, after a noticed public hearing, adopt regulations and  
16 guidelines to implement and administer this Section 4.10-2. Subject to the provisions of subsection (f),  
17 the City Administrator may waive the requirements of this Section 4.10-2, in whole or in part, upon  
18 written application by the department head or other City official with jurisdiction over motor vehicles  
19 where the City Administrator concludes that compliance with the requirements would not be feasible or  
20 would unduly interfere with the department’s ability to discharge its official functions.

21 (f) If the City Administrator approves an application for a waiver, he or she shall provide  
22 written notice of the approval to the Clerk of the Board within five business days of the approval, and  
23 the Clerk of the Board shall forward such notice to all members of the Board of Supervisors. Within  
24 10 business days of receipt of such notice, any member of the Board may submit to the Clerk of the  
25 Board for introduction a written motion to approve or reject the waiver. The City Administrator,

1 department head or other City official having jurisdiction shall not install the telematic vehicle tracking  
2 system that is the subject of the waiver while such motion is pending at the Board. The approval of an  
3 application for a waiver under subsection (e) shall be final when either: the 10 days have passed for a  
4 member of the Board to submit a written motion without any member having done so; or, if a Board  
5 member has submitted a motion for introduction, the Board adopts a motion affirming the City  
6 Administrator's approval of the application for a waiver, or 45 days have passed without the Board  
7 adopting a motion reversing the City Administrator's approval. Rejection of an application for a  
8 waiver shall be final when either: the City Administrator rejects the application; or, if the City  
9 Administrator has approved the application and a Board member has submitted a motion for  
10 introduction, the Board adopts a motion reversing the City Administrator's approval of the application  
11 for a waiver.

12 (g) This Section 4.10-2 shall not apply to vehicles used by the Police Department, the Sheriff's  
13 Department, the Adult Probation Department, or the Juvenile Probation Department for law  
14 enforcement purposes, or used by the District Attorney's Office or the City Attorney's Office for  
15 investigations. The department shall file with the City Administrator a statement, in a form approved  
16 by the City Administrator, identifying the categories of vehicles for which the exemption is claimed, and  
17 the need for or the purpose of the exemption.

18 No later than November 1, 2016, the City Administrator shall file a report with the Board of  
19 Supervisors on the feasibility of extending the requirements of this Section to vehicles otherwise  
20 excluded by this subsection (g). The report shall specifically address the City's ability to protect  
21 confidential or sensitive information connected with the use of vehicles for law enforcement or  
22 investigations. The City Administrator shall consult with the affected departments when preparing the  
23 report.

24 (h) Consistent with the Charter and other applicable State and Federal law, this Section 4.10-2  
25 shall not apply to the Public Utilities Commission, Airport, Port, or Municipal Transportation

1 Authority to the extent its requirements would conflict with those laws or otherwise interfere with the  
2 discharge of those functions placed under the direct jurisdiction of the department.

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4 Section 4. Effective Date. This ordinance shall become effective 30 days after  
5 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the  
6 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board  
7 of Supervisors overrides the Mayor's veto of the ordinance.

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

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12 By: \_\_\_\_\_  
13 THOMAS J. OWEN  
14 Deputy City Attorney

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