

BOARD of SUPERVISORS



City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. (415) 554-5184  
Fax No. (415) 554-5163  
TDD/TTY No. (415) 554-5227

## MEMORANDUM

TO: Shireen McSpadden, Executive Director, Department of Homelessness and Supportive Housing  
Theo Miller, Director, HOPE SF

FROM: Victor Young, Assistant Clerk

A handwritten signature in black ink that reads "Victor Young".

DATE: April 21, 2025

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Rules Committee received the following proposed Ordinance:

File No. 250390

Ordinance amending the Administrative Code to amend the City's Standard of Care for City Shelters to require City-funded family shelters to allow eligible families to remain in shelter for a continuous term of not less than one year, subject to the household's continued eligibility and compliance with shelter policies.

If you have comments or reports to be included with the file, please forward them to Victor Young at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102 or by email at: [victor.young@sfgov.org](mailto:victor.young@sfgov.org).

- c. Dylan Schneider, Department of Homelessness and Supportive Housing  
Emily Cohen, Department of Homelessness and Supportive Housing  
Bridget Badasow, Department of Homelessness and Supportive Housing  
Barbara Amaro, HOPE SF



# City and County of San Francisco

## Master Report

City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

<b>File Number:</b> 250390	<b>File Type:</b> Ordinance	<b>Status:</b> 30 Day Rule
<b>Enacted:</b>		<b>Effective:</b>
<b>Version:</b> 1	<b>In Control:</b> Rules Committee	
<b>File Name:</b> Administrative Code - Family Shelter Stay Policy		<b>Date Introduced:</b> 04/15/2025
<b>Requester:</b>	<b>Cost:</b>	<b>Final Action:</b>
<b>Comment:</b>	<b>Title:</b> Ordinance amending the Administrative Code to amend the City’s Standard of Care for City Shelters to require City-funded family shelters to allow eligible families to remain in shelter for a continuous term of not less than one year, subject to the household’s continued eligibility and compliance with shelter policies.	
<b>Sponsors:</b> Fielder; Chan, Chen, Walton and Melgar		

### History of Legislative File 250390

Ver	Acting Body	Date	Action	Sent To	Due Date	Result
1	President	04/15/2025	ASSIGNED UNDER 30 DAY RULE	Rules Committee	05/15/2025	

[Administrative Code - Family Shelter Stay Policy]

**Ordinance amending the Administrative Code to amend the City's Standard of Care for City Shelters to require City-funded family shelters to allow eligible families to remain in shelter for a continuous term of not less than one year, subject to the household's continued eligibility and compliance with shelter policies.**

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

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

Section 1. Article XIII of Chapter 20 of the Administrative Code is hereby amended by revising Section 20.401 and adding new Section 20.404.5, to read as follows:

### **ARTICLE XIII:**

### **STANDARD OF CARE FOR CITY SHELTERS**

#### **SEC. 20.401. DEFINITIONS.**

For the purposes of this ~~Chapter~~ Article XIII, the following definitions shall apply to the terms used herein.

"Case management services" means those services offered to shelter clients by people with the title of "case manager," or with equivalent job duties customarily associated

1 with that title, that include, but are not limited to, referrals to housing, public benefits, and  
2 behavioral health, medical, and other social services.

3 “City” means the City and County of San Francisco department that contracts for  
4 services at a particular shelter.

5 “Director” means the head of the department that contracts for services at a particular  
6 shelter, or their designee.

7 “Family Shelter” means a Shelter that provides temporary emergency shelter services for  
8 households consisting of at least one adult and one minor, or one pregnant person.

9 “Program manager” means the City employee who monitors the shelter provider’s  
10 compliance with the contract for shelter services.

11 “Shelter” means a facility, including a resource center, operating under a contract  
12 with the City, to provide temporary emergency shelter services for single adults or families  
13 experiencing homelessness.

14 “Shelter provider” means the contracted nonprofit provider of a shelter.

15  
16 **SEC. 20.404.5. FAMILY SHELTER CONTRACT REQUIREMENTS.**

17 (a) All contracts and grants between the City and Family Shelter providers shall include a  
18 provision that requires Family Shelter providers to allow eligible families to remain in shelter for a  
19 continuous period of not less than one year, so long as all members of the household remain eligible  
20 and comply with all applicable shelter rules. This provision shall be included in contracts or grants  
21 executed or amended after the effective date of the ordinance in File No. \_\_\_\_\_.

22 (b) This Section 20.404.5 is intended to have prospective effect only, and shall not be  
23 interpreted to impair the obligations of any contract or grant existing on the effective date of the  
24 ordinance.

1           (c) The requirement in subsection (a) of this Section 20.404.5 shall not apply where  
2 inclusion of the one-year shelter stay minimum would be inconsistent with any requirements of the  
3 source of funding for the City's contract or grant with the Family Shelter provider.

4           (d) The requirement in subsection (a) of this Section 20.404.5 shall not confer any tenancy  
5 rights under State law or the San Francisco Rent Ordinance (Administrative Code, Chapter 37).

6  
7           Section 2. Effective Date. This ordinance shall become effective 30 days after  
8 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the  
9 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board  
10 of Supervisors overrides the Mayor's veto of the ordinance.

11  
12           Section 3. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors  
13 intends to amend only those words, phrases, paragraphs, subsections, sections, articles,  
14 numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal  
15 Code that are explicitly shown in this ordinance as additions, deletions, Board amendment  
16 additions, and Board amendment deletions in accordance with the "Note" that appears under  
17 the official title of the ordinance.

18  
19 APPROVED AS TO FORM:  
20 DAVID CHIU, City Attorney

21 By: /s/  
22 ADAM RADTKE  
23 Deputy City Attorney

24  
25 n:\legana\as2025\2500261\01834473.docx

## **LEGISLATIVE DIGEST**

[Administrative Code - Family Shelter Stay Policy]

**Ordinance amending the Administrative Code to amend the City's Standard of Care for City Shelters to require City-funded family shelters to allow eligible families to remain in shelter for a continuous term of not less than one year, subject to the household's continued eligibility and compliance with shelter policies.**

### **Existing Law**

Article XIII of the Administrative Code codifies the Shelter Standard of Care for City Shelters, which establishes contractual requirements that apply to all shelter providers in San Francisco. Currently, the Standard of Care does not address the duration of a resident's stay in a family shelter.

### **Amendments to Current Law**

The proposed ordinance would amend the Shelter Standard of Care to require that all contracts and grants between the City and Family Shelter providers include a provision that requires Family Shelter providers to allow eligible families to remain in shelters for a continuous period of no less than one year, as long as the family otherwise remains eligible and complies with shelter rules.

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## **Introduction Form**

(by a Member of the Board of Supervisors or the Mayor)

I hereby submit the following item for introduction (select only one):

- ☐ 1. For reference to Committee (Ordinance, Resolution, Motion or Charter Amendment)
- ☐ 2. Request for next printed agenda (For Adoption Without Committee Reference)  
(Routine, non-controversial and/or commendatory matters only)
- ☐ 3. Request for Hearing on a subject matter at Committee
- ☐ 4. Request for Letter beginning with "Supervisor  inquires..."
- ☐ 5. City Attorney Request
- ☐ 6. Call File No.  from Committee.
- ☐ 7. Budget and Legislative Analyst Request (attached written Motion)
- ☐ 8. Substitute Legislation File No.
- ☐ 9. Reactivate File No.
- ☐ 10. Topic submitted for Mayoral Appearance before the Board on

The proposed legislation should be forwarded to the following (please check all appropriate boxes):

- ☐ Small Business Commission      ☐ Youth Commission      ☐ Ethics Commission
- ☐ Planning Commission      ☐ Building Inspection Commission      ☐ Human Resources Department

General Plan Referral sent to the Planning Department (proposed legislation subject to Charter 4.105 & Admin 2A.53):

- ☐ Yes      ☐ No

(Note: For Imperative Agenda items (a Resolution not on the printed agenda), use the Imperative Agenda Form.)

Sponsor(s):

Subject:

Long Title or text listed:

Signature of Sponsoring Supervisor:

**From:** [Ferrigno, Jennifer \(BOS\)](#)  
**To:** [Somera, Alisa \(BOS\)](#); [Calvillo, Angela \(BOS\)](#)  
**Cc:** [BOS Legislation, \(BOS\)](#); [Fielder, Jackie \(BOS\)](#); [Burke, Robyn \(BOS\)](#); [Prager, Jackie \(BOS\)](#); [Gallardo, Tracy \(BOS\)](#); [Gee, Natalie \(BOS\)](#); [Low, Jen \(BOS\)](#)  
**Subject:** D9 Supervisor Fielder – Ordinance – [Administrative Code - Family Shelter Stay Policy]  
**Date:** Tuesday, April 15, 2025 1:44:07 PM  
**Attachments:** [FINAL Family Shelter Extension Policy.DOCX](#)  
[FINAL Family Shelter Extension Policy Digest.DOCX](#)  
[Introduction Form - Fielder Ordinance \[Administrative Code – Family Shelter Stay Policy\] 5 15 25.pdf](#)

---

Dear Clerks,

Supervisor Fielder is introducing legislation today: Ordinance – [Administrative Code - Family Shelter Stay Policy].

I have attached the introduction form, the ordinance approved to form (see City Attorney Radke's message below confirming), and the legislative digest.

Supervisor Fielder's digital signature serves in place of a wet signature on the introduction form.

Staff from the offices of Supervisors Chan, Chen, Walton and Melgar are cc'd to confirm their co-sponsorship. Please let me know if you need anything more from our office. Thank you!

Take care,

Jen

.....  
Jennifer Ferrigno, Legislative Aide  
San Francisco District 9 | Supervisor Jackie Fielder  
[jennifer.ferrigno@sfgov.org](mailto:jennifer.ferrigno@sfgov.org) | c. 415.307.0232  
(she/her/ella)

---

**From:** Radtke, Adam (CAT) <[Adam.Radtke@sfcityatty.org](mailto:Adam.Radtke@sfcityatty.org)>  
**Sent:** Monday, April 14, 2025 10:51 AM  
**To:** Ferrigno, Jennifer (BOS) <[jennifer.ferrigno@sfgov.org](mailto:jennifer.ferrigno@sfgov.org)>  
**Cc:** PEARSON, ANNE (CAT) <[Anne.Pearson@sfcityatty.org](mailto:Anne.Pearson@sfcityatty.org)>  
**Subject:** RE: Family Shelter Reforms

Jennifer:

Please see attached ordinance and digest for introduction tomorrow. The /s/ next to my name in the signature line of the ordinance has the same effect as my signature.



Adam Radtke (he/him/él)  
Deputy City Attorney, Health & Human Services  
Office of City Attorney David Chiu  
(415) 554-4212 Direct  
[Adam.Radtke@sfcityatty.org](mailto:Adam.Radtke@sfcityatty.org)



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---

**From:** [Donovan, Dominica \(BOS\)](#)  
**To:** [Ferrigno, Jennifer \(BOS\)](#); [Somera, Alisa \(BOS\)](#); [Calvillo, Angela \(BOS\)](#)  
**Cc:** [BOS Legislation, \(BOS\)](#); [Fielder, Jackie \(BOS\)](#); [Dorsey, Matt \(BOS\)](#)  
**Subject:** RE: D9 Supervisor Fielder – Ordinance – [Administrative Code - Family Shelter Stay Policy]  
**Date:** Thursday, April 17, 2025 5:05:26 PM

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Hi folks,

My apologies, I just checked in with the Supervisor and we need some more time to review the proposal before confirming his co-sponsorship.

Jen, I'll sync with you in the next day or two.

Thank you,

**Dominica Donovan** | Chief of Staff  
Office of Supervisor Matt Dorsey, District 6  
[dominica.donovan@sfgov.org](mailto:dominica.donovan@sfgov.org) | (415) 554-7970

---

**From:** Ferrigno, Jennifer (BOS) <jennifer.ferrigno@sfgov.org>  
**Sent:** Tuesday, April 15, 2025 4:02 PM  
**To:** Somera, Alisa (BOS) <alisa.somera@sfgov.org>; Calvillo, Angela (BOS) <angela.calvillo@sfgov.org>  
**Cc:** BOS Legislation, (BOS) <bos.legislation@sfgov.org>; Fielder, Jackie (BOS) <Jackie.Fielder@sfgov.org>; Donovan, Dominica (BOS) <dominica.donovan@sfgov.org>  
**Subject:** Re: D9 Supervisor Fielder – Ordinance – [Administrative Code - Family Shelter Stay Policy]

Please add Supervisor Dorsey as cosponsor. Adding Dominica to confirm cosponsorship. Thank you!

Take care,

Jen

.....

Jennifer Ferrigno, Legislative Aide

San Francisco District 9 | Supervisor Jackie Fielder

[jennifer.ferrigno@sfgov.org](mailto:jennifer.ferrigno@sfgov.org) | c. 415.307.0232

(she/her/ella)

---

**From:** Ferrigno, Jennifer (BOS) <[jennifer.ferrigno@sfgov.org](mailto:jennifer.ferrigno@sfgov.org)>  
**Sent:** Tuesday, April 15, 2025 1:44 PM  
**To:** Somera, Alisa (BOS) <[alisa.somera@sfgov.org](mailto:alisa.somera@sfgov.org)>; Calvillo, Angela (BOS) <[angela.calvillo@sfgov.org](mailto:angela.calvillo@sfgov.org)>  
**Cc:** BOS Legislation, (BOS) <[bos.legislation@sfgov.org](mailto:bos.legislation@sfgov.org)>; Fielder, Jackie (BOS) <[Jackie.Fielder@sfgov.org](mailto:Jackie.Fielder@sfgov.org)>; Burke, Robyn (BOS) <[robyn.burke@sfgov.org](mailto:robyn.burke@sfgov.org)>; Prager, Jackie (BOS) <[jackie.prager@sfgov.org](mailto:jackie.prager@sfgov.org)>; Gallardo, Tracy (BOS) <[tracy.gallardo@sfgov.org](mailto:tracy.gallardo@sfgov.org)>; Gee, Natalie (BOS) <[natalie.gee@sfgov.org](mailto:natalie.gee@sfgov.org)>; Low, Jen (BOS) <[jen.low@sfgov.org](mailto:jen.low@sfgov.org)>  
**Subject:** D9 Supervisor Fielder – Ordinance – [Administrative Code - Family Shelter Stay Policy]

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Take care,

Jen

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Jennifer Ferrigno, Legislative Aide

San Francisco District 9 | Supervisor Jackie Fielder

[jennifer.ferrigno@sfgov.org](mailto:jennifer.ferrigno@sfgov.org) | c. 415.307.0232

(she/her/ella)

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**Sent:** Monday, April 14, 2025 10:51 AM

**To:** Ferrigno, Jennifer (BOS) <[jennifer.ferrigno@sfgov.org](mailto:jennifer.ferrigno@sfgov.org)>  
**Cc:** PEARSON, ANNE (CAT) <[Anne.Pearson@sfcityatty.org](mailto:Anne.Pearson@sfcityatty.org)>  
**Subject:** RE: Family Shelter Reforms

Jennifer:

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Adam Radtke (he/him/él)

Deputy City Attorney, Health & Human Services

Office of City Attorney David Chiu

(415) 554-4212 Direct

[Adam.Radtke@sfcityatty.org](mailto:Adam.Radtke@sfcityatty.org)

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**From:** [Burke, Robyn \(BOS\)](#)  
**To:** [Ferrigno, Jennifer \(BOS\)](#); [Somera, Alisa \(BOS\)](#); [Calvillo, Angela \(BOS\)](#)  
**Cc:** [BOS Legislation, \(BOS\)](#); [Fielder, Jackie \(BOS\)](#); [Prager, Jackie \(BOS\)](#); [Gallardo, Tracy \(BOS\)](#); [Gee, Natalie \(BOS\)](#); [Low, Jen \(BOS\)](#)  
**Subject:** RE: D9 Supervisor Fielder – Ordinance – [Administrative Code - Family Shelter Stay Policy]  
**Date:** Tuesday, April 15, 2025 2:27:04 PM

---

Thanks, Jen. Confirming for Supervisor Chan.

---

**From:** Ferrigno, Jennifer (BOS) <jennifer.ferrigno@sfgov.org>  
**Sent:** Tuesday, April 15, 2025 1:44 PM  
**To:** Somera, Alisa (BOS) <alisa.somera@sfgov.org>; Calvillo, Angela (BOS) <angela.calvillo@sfgov.org>  
**Cc:** BOS Legislation, (BOS) <bos.legislation@sfgov.org>; Fielder, Jackie (BOS) <Jackie.Fielder@sfgov.org>; Burke, Robyn (BOS) <robyn.burke@sfgov.org>; Prager, Jackie (BOS) <jackie.prager@sfgov.org>; Gallardo, Tracy (BOS) <tracy.gallardo@sfgov.org>; Gee, Natalie (BOS) <natalie.gee@sfgov.org>; Low, Jen (BOS) <jen.low@sfgov.org>  
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Take care,

Jen

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Jennifer Ferrigno, Legislative Aide

San Francisco District 9 | Supervisor Jackie Fielder

[jennifer.ferrigno@sfgov.org](mailto:jennifer.ferrigno@sfgov.org) | c. 415.307.0232

(she/her/ella)

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**From:** Radtke, Adam (CAT) <[Adam.Radtke@sfcityatty.org](mailto:Adam.Radtke@sfcityatty.org)>  
**Sent:** Monday, April 14, 2025 10:51 AM  
**To:** Ferrigno, Jennifer (BOS) <[jennifer.ferrigno@sfgov.org](mailto:jennifer.ferrigno@sfgov.org)>  
**Cc:** PEARSON, ANNE (CAT) <[Anne.Pearson@sfcityatty.org](mailto:Anne.Pearson@sfcityatty.org)>  
**Subject:** RE: Family Shelter Reforms

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Deputy City Attorney, Health & Human Services

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**From:** [Low, Jen \(BOS\)](#)  
**To:** [Burke, Robyn \(BOS\)](#); [Ferrigno, Jennifer \(BOS\)](#); [Somera, Alisa \(BOS\)](#); [Calvillo, Angela \(BOS\)](#)  
**Cc:** [BOS Legislation, \(BOS\)](#); [Fielder, Jackie \(BOS\)](#); [Prager, Jackie \(BOS\)](#); [Gallardo, Tracy \(BOS\)](#); [Gee, Natalie \(BOS\)](#); [Fieber, Jennifer \(BOS\)](#)  
**Subject:** Re: D9 Supervisor Fielder – Ordinance – [Administrative Code - Family Shelter Stay Policy]  
**Date:** Tuesday, April 15, 2025 2:31:52 PM

---

Confirming co-sponsorship for Supervisor Melgar.

Jen

---

**From:** Burke, Robyn (BOS) <robyn.burke@sfgov.org>  
**Sent:** Tuesday, April 15, 2025 2:27 PM  
**To:** Ferrigno, Jennifer (BOS) <jennifer.ferrigno@sfgov.org>; Somera, Alisa (BOS) <alisa.somera@sfgov.org>; Calvillo, Angela (BOS) <angela.calvillo@sfgov.org>  
**Cc:** BOS Legislation, (BOS) <bos.legislation@sfgov.org>; Fielder, Jackie (BOS) <Jackie.Fielder@sfgov.org>; Prager, Jackie (BOS) <jackie.prager@sfgov.org>; Gallardo, Tracy (BOS) <tracy.gallardo@sfgov.org>; Gee, Natalie (BOS) <natalie.gee@sfgov.org>; Low, Jen (BOS) <jen.low@sfgov.org>  
**Subject:** RE: D9 Supervisor Fielder – Ordinance – [Administrative Code - Family Shelter Stay Policy]

Thanks, Jen. Confirming for Supervisor Chan.

---

**From:** Ferrigno, Jennifer (BOS) <jennifer.ferrigno@sfgov.org>  
**Sent:** Tuesday, April 15, 2025 1:44 PM  
**To:** Somera, Alisa (BOS) <alisa.somera@sfgov.org>; Calvillo, Angela (BOS) <angela.calvillo@sfgov.org>  
**Cc:** BOS Legislation, (BOS) <bos.legislation@sfgov.org>; Fielder, Jackie (BOS) <Jackie.Fielder@sfgov.org>; Burke, Robyn (BOS) <robyn.burke@sfgov.org>; Prager, Jackie (BOS) <jackie.prager@sfgov.org>; Gallardo, Tracy (BOS) <tracy.gallardo@sfgov.org>; Gee, Natalie (BOS) <natalie.gee@sfgov.org>; Low, Jen (BOS) <jen.low@sfgov.org>  
**Subject:** D9 Supervisor Fielder – Ordinance – [Administrative Code - Family Shelter Stay Policy]

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Jen

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Jennifer Ferrigno, Legislative Aide  
San Francisco District 9 | Supervisor Jackie Fielder  
[jennifer.ferrigno@sfgov.org](mailto:jennifer.ferrigno@sfgov.org) | c. 415.307.0232  
(she/her/ella)

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**Cc:** PEARSON, ANNE (CAT) <[Anne.Pearson@sfcityatty.org](mailto:Anne.Pearson@sfcityatty.org)>  
**Subject:** RE: Family Shelter Reforms

Jennifer:

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Deputy City Attorney, Health & Human Services  
Office of City Attorney David Chiu  
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**From:** [Gee, Natalie \(BOS\)](#)  
**To:** [Ferrigno, Jennifer \(BOS\)](#); [Somera, Alisa \(BOS\)](#); [Calvillo, Angela \(BOS\)](#)  
**Cc:** [BOS Legislation, \(BOS\)](#); [Fielder, Jackie \(BOS\)](#); [Burke, Robyn \(BOS\)](#); [Prager, Jackie \(BOS\)](#); [Gallardo, Tracy \(BOS\)](#); [Low, Jen \(BOS\)](#)  
**Subject:** RE: D9 Supervisor Fielder – Ordinance – [Administrative Code - Family Shelter Stay Policy]  
**Date:** Tuesday, April 15, 2025 1:47:50 PM

---

Thanks Jen. Confirmed for Supervisor Walton.

**Natalie Gee** 朱凱勤, Chief of Staff

**Supervisor Shamann Walton, District 10**

1 Dr. Carlton B. Goodlett Pl, San Francisco | Room 279

**Direct:** 415.554.7672 | **Office:** 415.554.7670

**District 10 Community Events Calendar:** <https://bit.ly/d10communityevents>

---

**From:** Ferrigno, Jennifer (BOS) <jennifer.ferrigno@sfgov.org>  
**Sent:** Tuesday, April 15, 2025 1:44 PM  
**To:** Somera, Alisa (BOS) <alisa.somera@sfgov.org>; Calvillo, Angela (BOS) <angela.calvillo@sfgov.org>  
**Cc:** BOS Legislation, (BOS) <bos.legislation@sfgov.org>; Fielder, Jackie (BOS) <Jackie.Fielder@sfgov.org>; Burke, Robyn (BOS) <robyn.burke@sfgov.org>; Prager, Jackie (BOS) <jackie.prager@sfgov.org>; Gallardo, Tracy (BOS) <tracy.gallardo@sfgov.org>; Gee, Natalie (BOS) <natalie.gee@sfgov.org>; Low, Jen (BOS) <jen.low@sfgov.org>  
**Subject:** D9 Supervisor Fielder – Ordinance – [Administrative Code - Family Shelter Stay Policy]

Dear Clerks,

Supervisor Fielder is introducing legislation today: Ordinance – [Administrative Code - Family Shelter Stay Policy].

I have attached the introduction form, the ordinance approved to form (see City Attorney Radke's message below confirming), and the legislative digest.

Supervisor Fielder's digital signature serves in place of a wet signature on the introduction form.

Staff from the offices of Supervisors Chan, Chen, Walton and Melgar are cc'd to confirm their co-sponsorship. Please let me know if you need anything more from our office. Thank you!

Take care,

Jen

.....

Jennifer Ferrigno, Legislative Aide

San Francisco District 9 | Supervisor Jackie Fielder

[jennifer.ferrigno@sfgov.org](mailto:jennifer.ferrigno@sfgov.org) | c. 415.307.0232

(she/her/ella)

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**From:** Radtke, Adam (CAT) <[Adam.Radtke@sfcityatty.org](mailto:Adam.Radtke@sfcityatty.org)>

**Sent:** Monday, April 14, 2025 10:51 AM

**To:** Ferrigno, Jennifer (BOS) <[jennifer.ferrigno@sfgov.org](mailto:jennifer.ferrigno@sfgov.org)>

**Cc:** PEARSON, ANNE (CAT) <[Anne.Pearson@sfcityatty.org](mailto:Anne.Pearson@sfcityatty.org)>

**Subject:** RE: Family Shelter Reforms

Jennifer:

Please see attached ordinance and digest for introduction tomorrow. The /s/ next to my name in the signature line of the ordinance has the same effect as my signature.



Adam Radtke (he/him/él)

Deputy City Attorney, Health & Human Services

Office of City Attorney David Chiu

(415) 554-4212 Direct

[Adam.Radtke@sfcityatty.org](mailto:Adam.Radtke@sfcityatty.org)

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DELETE THE COPY YOU RECEIVED FROM YOUR COMPUTER.

[Administrative Code - Family Shelter Stay Policy]

**Ordinance amending the Administrative Code to amend the City's Standard of Care for City Shelters to require City-funded family shelters to allow eligible families to remain in shelter for a continuous term of not less than one year, subject to the household's continued eligibility and compliance with shelter policies.**

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

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

Section 1. Article XIII of Chapter 20 of the Administrative Code is hereby amended by revising Section 20.401 and adding new Section 20.404.5, to read as follows:

### **ARTICLE XIII:**

### **STANDARD OF CARE FOR CITY SHELTERS**

#### **SEC. 20.401. DEFINITIONS.**

For the purposes of this ~~Chapter~~ Article XIII, the following definitions shall apply to the terms used herein.

"Case management services" means those services offered to shelter clients by people with the title of "case manager," or with equivalent job duties customarily associated

1 with that title, that include, but are not limited to, referrals to housing, public benefits, and  
2 behavioral health, medical, and other social services.

3 “City” means the City and County of San Francisco department that contracts for  
4 services at a particular shelter.

5 “Director” means the head of the department that contracts for services at a particular  
6 shelter, or their designee.

7 “Family Shelter” means a Shelter that provides temporary emergency shelter services for  
8 households consisting of at least one adult and one minor, or one pregnant person.

9 “Program manager” means the City employee who monitors the shelter provider’s  
10 compliance with the contract for shelter services.

11 “Shelter” means a facility, including a resource center, operating under a contract  
12 with the City, to provide temporary emergency shelter services for single adults or families  
13 experiencing homelessness.

14 “Shelter provider” means the contracted nonprofit provider of a shelter.

15  
16 **SEC. 20.404.5. FAMILY SHELTER CONTRACT REQUIREMENTS.**

17 (a) All contracts and grants between the City and Family Shelter providers shall include a  
18 provision that requires Family Shelter providers to allow eligible families to remain in shelter for a  
19 continuous period of not less than one year, so long as all members of the household remain eligible  
20 and comply with all applicable shelter rules. This provision shall be included in contracts or grants  
21 executed or amended after the effective date of the ordinance in File No. \_\_\_\_\_.

22 (b) This Section 20.404.5 is intended to have prospective effect only, and shall not be  
23 interpreted to impair the obligations of any contract or grant existing on the effective date of the  
24 ordinance.

1           (c) The requirement in subsection (a) of this Section 20.404.5 shall not apply where  
2 inclusion of the one-year shelter stay minimum would be inconsistent with any requirements of the  
3 source of funding for the City's contract or grant with the Family Shelter provider.

4           (d) The requirement in subsection (a) of this Section 20.404.5 shall not confer any tenancy  
5 rights under State law or the San Francisco Rent Ordinance (Administrative Code, Chapter 37).  
6

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

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

19 APPROVED AS TO FORM:  
20 DAVID CHIU, City Attorney

21 By: /s/  
22 ADAM RADTKE  
23 Deputy City Attorney

24 n:\legana\as2025\2500261\01834473.docx  
25