FILE NO. 021908   ORDINANCE NO.

1 [Prohibiting temporary exchanges or reclassifications to Deputy Director, or equivalent
2 classifications or policy-making or policy-implementing positions that report directly to a
   Department Head, without approval of the Board of Supervisors.]

3

4 **Ordinance amending Section 10.1 of the Administrative Provisions of the Annual**

5 **Appropriation Ordinance to prohibit temporary exchanges or reclassifications to**

6 **departmental Deputy Director, or equivalent classifications or policy-making or policy-**

7 **implementing positions that report directly to a Department Head, without approval of**

8 **the Board of Supervisors.**

9   Note: Additions are *single-underline italics Times New Roman*;
                        deletions are *strikethrough italics Times New Roman*.
10   Board amendment additions are double underlined.
                        Board amendment deletions are strikethrough normal.
11

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

13   Sec. 10.1. Positions, Funds, Transfers for Specific Purposes.

14   Funds for personnel services may be transferred from any legally available source on

15 the recommendation of the department head and approval by the Director of Administrative

16 Services, Board or Commission, for departments under their respective jurisdiction, and on

17 authorization of the Controller with the prior approval of the Human Resources Director for:

18 (a) Lump sum payments to officers, employees, police officers and fire fighters other than

19 elective officers and members of boards and commissions upon death or retirement or

20 separation caused by industrial accident for accumulated sick leave benefits in accordance

21 with Civil Service Commission rules.

22 (b) Payment of the supervisory differential adjustment, out of class pay or other negotiated

23 premium to employees who qualify for such adjustment provided that the transfer of funds

24 must be made from funds currently available in departmental personal service appropriations.

25 (c) Payment of any legal salary or fringe benefit obligations of the City and County including

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1 amounts required to fund arbitration awards.

2 (d) The Controller is hereby authorized to adjust salary appropriations for positions

3 administratively reclassified or temporarily exchanged by the Human Resources Director

4 provided that the reclassified position and the former position are in the same functional area.

5 *No temporary exchanges or reclassifications to* ~~positions compensated at more than $100,000~~

6 ~~annually~~ departmental Deputy Director, or equivalent classifications or policy-making or

7 policy-implementing positions that report directly to a Department Head, *shall be authorized*

8 ~~after July 1, 2002~~, *without approval of the Board of Supervisors.*

9 (e) Positions may be substituted or exchanged between the various salary appropriations or

10 position classifications when approved by the Human Resources Director as long as said

11 transfers do not increase total departmental personnel service appropriations.

12 (f) The Controller is hereby authorized and directed upon the request of a department head

13 and the approval by the Mayor's Office to transfer from any legally available funds amounts

14 needed to fund legally mandated salaries, fringe benefits and other costs of City employees.

15 Such funds are hereby appropriated for the purpose set forth herein.

16 (g) The Controller is hereby authorized to transfer any legally available funds to adjust salary

17 and fringe benefit appropriations as required under reclassifications recommended by the

18 Human Resources Director and approved by the Board of Supervisors in implementing the

19 Management Compensation and Classification Plan.

20 Amounts transferred shall not exceed the actual amount required including the cost to the City

21 and County of mandatory fringe benefits.

22 APPROVED AS TO FORM:
   DENNIS J. HERRERA, City Attorney
23

24 By: _____
        Theodore R. Lakey
25   Deputy City Attorney