

File No. 160640

Committee Item No. 4

Board Item No. 24

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance

Date June 23, 2016

Board of Supervisors Meeting

Date 7/12/16

#### Cmte Board

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| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Resolution                                   |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Youth Commission Report                      |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Introduction Form                            |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU                                          |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Form 126 – Ethics Commission                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

OTHER (Use back side if additional space is needed)

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Completed by: Victor Young Date June 17, 2016

Completed by: L.W. Date 7/16/16

1 [Administrative Code - Fee for Credit and Debit Card Transactions]

2  
3 **Ordinance amending the Administrative Code to impose a fee for credit and debit card**  
4 **transactions processed by the City and County of San Francisco.**

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 adding Section 8.34.2 to  
14 read as follows:

15 **SEC. 8.34.2. CREDIT AND DEBIT CARD TRANSACTION FEES.**

16 (a) The City shall charge a fee for any credit or debit card transaction processed by the City  
17 unless:

18 (1) An office or department finds that collection of moneys due will be facilitated by  
19 not charging such a fee; or

20 (2) The City is prohibited from charging a fee for any particular credit or debit card  
21 transaction by a rule imposed by the credit or debit card issuer.

22 (b) The amount of the fee shall not exceed the reasonable costs incurred by the City related  
23 to credit and debit card transaction processing and in no event shall exceed:

24 (1) 3.25% for any credit card transaction;

25 (2) \$3.95 for any debit card transaction, except for transactions specified in  
subsection (3); or

1                    (3) 3.25% for any debit card transaction with the San Francisco Public Utilities

2                    Commission.

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

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

10                    By:

11                      
12                    Moe Jamil  
13                    Deputy City Attorney

14                    n:\egana\as2016\1600656\01102688.docx

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

### BUDGET AND FINANCE COMMITTEE

### SAN FRANCISCO BOARD OF SUPERVISORS

NOTICE IS HEREBY GIVEN THAT the Budget and Finance 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:** June 23, 2016
- Time:** 10:00 a.m.
- Location:** Legislative Chamber, Room 250, located at City Hall,  
1 Dr. Carlton B. Goodlett Place, San Francisco, CA
- Subject:** File No. 160640. Ordinance amending the Administrative Code to impose a fee for credit and debit card transactions processed by the City and County of San Francisco.

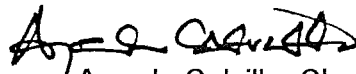
If the legislation passes, a new fee shall be charged by the City for any credit or debit card transactions unless:

1. An office or department finds that the collections of moneys due will be facilitated by not charging a fee; or
2. The City is prohibited from charging a fee from any particular credit or debit card transaction by a rule imposed by the credit or debit card issuer.

The amount of the fee shall not exceed the reasonable costs incurred by the City related to credit and debit card transactions processing and in no event shall exceed:

1. 3.25% for any credit card transaction;
2. \$3.95 for any debit card transaction, except for transactions specified in Administrative Code, Section 8.34.2, Subsection 3; or
3. 3.25% for any debit card transaction with the San Francisco Public Utilities Commission.

In accordance with Administrative Code, Section 67.7-1, persons who are unable to attend the hearing on this matter may submit written comments to the City prior to the time the hearing begins. These comments will be made part of the official public record in this matter, and shall be brought to the attention of the members of the Committee. Written comments should be addressed to Angela Calvillo, Clerk of the Board, City Hall, 1 Dr. Carlton Goodlett Place, Room 244, San Francisco, CA 94102. Information relating to this matter is available in the Office of the Clerk of the Board. Agenda information relating to this matter will be available for public review on Friday, June 17, 2016.



Angela Calvillo, Clerk of the Board

DATED: June 10, 2016

PUBLISHED: June 12, 2016 and June 19, 2016

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

CNS 2892322

### COPY OF NOTICE

Notice Type: GPN GOVT PUBLIC NOTICE  
Ad Description: File No. 160640 - Credit & Debit Card Fee

To the right is a copy of the notice you sent to us for publication in the SAN FRANCISCO CHRONICLE. Please read this notice carefully and call us with any corrections. The Proof of Publication will be filed with the Clerk of the Board. Publication date(s) for this notice is (are):

06/12/2016 , 06/19/2016

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**NOTICE OF PUBLIC HEARING  
BUDGET AND FINANCE COMMITTEE  
SAN FRANCISCO BOARD OF SUPERVISORS  
JUNE 23, 2016 -- 10:00 AM  
LEGISLATIVE CHAMBER, ROOM 250,  
CITY HALL, 1 DR. CARLTON B. GOODLETT PLACE,  
SAN FRANCISCO, CA**

NOTICE IS HEREBY GIVEN THAT the Budget and Finance 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: **File No. 160640**, Ordinance amending the Administrative Code to impose a fee for credit and debit card transactions processed by the City and County of San Francisco. If the legislation passes, a new fee shall be charged by the City for any credit or debit card transactions unless:

An office or department finds that the collections of moneys due will be facilitated by not charging a fee; or The City is prohibited from charging a fee from any particular credit or debit card transaction by a rule imposed by the credit or debit card issuer.

The amount of the fee shall not exceed the reasonable costs incurred by the City related to credit and debit card transactions processing and in no event shall exceed:

3.25% for any credit card transaction; \$3.95 for any debit card transaction, except for transactions specified in Administrative Code, Section 8.34.2, Subsection 3; or 3.25% for any debit card transaction with the San Francisco Public Utilities Commission.

In accordance with Administrative Code, Section 67.7-1, persons who are unable to attend the hearing on this matter may submit written comments to the City prior to the time the hearing begins. These comments will be made part of the official public record in this matter, and shall be brought to the attention of the members of the Committee. Written comments should be addressed to: Angela Calvillo, Clerk of the Board, City Hall, 1 Dr. Carlton Goodlett Place, Room 244, San Francisco, CA 94102. Information relating to this matter is available in the Office of the Clerk of the Board. Agenda information relating to this matter will be available for public review on Friday, June 17, 2016. Angela Calvillo, Clerk of the Board



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BOARD of SUPERVISORS



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San Francisco 94102-4689  
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公聽會通知

三藩市市及縣市參事委員會  
預算及財政委員會

- 日期: 2016年6月23日
- 時間: 上午10時
- 地點: 市政廳，立法會議廳 250 室，地址：1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102
- 議題: 檔案號碼 160640。該項條例修訂「行政法規」(Administrative Code) 擬向經由三藩市市及縣處理的信用及借記卡交易徵收費用。

A handwritten signature in black ink, appearing to read "Angela Calvillo".

Angela Calvillo, 市參事委員會書記

日期：June 10, 2016

公佈：June 12, 2016 and June 19, 2016

BOARD of SUPERVISORS



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San Francisco 94102-4689  
Tel. No. 554-5184  
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## NOTIFICACIÓN DE AUDIENCIA PÚBLICA

Comité de Presupuestos y Finanzas

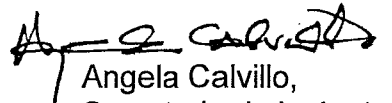
### JUNTA DE SUPERVISORES DE SAN FRANCISCO

**Fecha:** 23 de junio de 2016

**Hora:** 10:00 a. m.

**Lugar:** Cámara Legislativa, Sala 250 del Ayuntamiento  
1 Dr. Carlton B. Goodlett Place, San Francisco, CA

**Asunto:** Expediente Núm. 160640. Ordenanza que enmienda el Código Administrativo para aplicar una cuota por las transacciones de tarjetas de débito y crédito procesadas por la Ciudad y Condado de San Francisco.

  
Angela Calvillo,  
Secretaria de la Junta

FECHADO: 10 de junio de 2016  
PUBLICADO: 12 y 19 de junio de 2016



OFFICE OF THE MAYOR  
SAN FRANCISCO



EDWIN M. LEE

TO: Angela Calvillo, Clerk of the Board of Supervisors  
FROM: Mayor Edwin M. Lee *EW*  
RE: Administrative Code - Fee for Credit and Debit Card Transactions  
DATE: May 31, 2016

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Attached for introduction to the Board of Supervisors is an ordinance amending the Administrative Code to impose a fee for credit and debit card transactions processed by the City and County of San Francisco

I respectfully request a waiver of the 30-day hold and that this item be calendared in Budget & Finance Committee on June 16, 2016.

Should you have any questions, please contact Nicole Elliott (415) 554-7940.

RECEIVED  
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BY *EW*

