

File No. 171282

Committee Item No. 5

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date January 11, 2018

Board of Supervisors Meeting

Date _____

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 type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input checked="" 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 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

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Completed by: Linda Wong Date January 5, 2018

Completed by: Linda Wong Date _____

1 [Appropriation - Cigarette Litter Abatement Fees - Public Works Street Cleaning Program -
2 \$300,000 - FY2017-2018]

3 **Ordinance appropriating \$300,000 of cigarette litter abatement fees to Public Works**
4 **for street cleaning program in FY2017-2018.**

5 Note: Additions are *single-underline italics Times New Roman*;
6 deletions are ~~*strikethrough italics Times New Roman*~~.
7 Board amendment additions are double underlined.
8 Board amendment deletions are ~~strikethrough normal~~.

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

9
10 Section 1. The sources of funding outlined below are herein appropriated in Fiscal
11 Year 2017-18.

12
13 **SOURCES Appropriation**

14 Fund /	14 Project & Activity	14 Account	14 Description	14 Amount
15 Department ID	15 / Authority			
16 13850 / 229994	16 10026725 / 0001	16 460201	16 Cigarette Litter	16 \$300,000
17 SR Cigarette Litter	17 EV Environmental	17 Cigarette Litter	17 Abatement Fees	
18 Abatement / ENV	18 Services	18 Abatement Fee		
19 Environment				
20 Total SOURCES Appropriation				20 <u>\$300,000</u>

21
22 Section 2. The uses of funding outlined below are herein appropriated to Department
23 of Public Works to fund street cleaning program in Fiscal Year 2017-2018.

24
25 **Uses Appropriation**

1 **Uses Appropriation**

2

Fund /	Project & Activity /	Account	Description	Amount
Department ID	Authority			
10000 / 207956	10029977 / 0001	XXXXXX	Street Cleaning	\$300,000
GF Annual Account	/10000		Services	
Ctrl / DPW SES	PW-Cleaning			
Budgetary	Services			
Total USES Appropriation				<u><u>\$300,000</u></u>

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11 Section 3. The Controller is authorized to record transfers between funds and adjust

12 the accounting treatment of sources and uses appropriated in this Ordinance as necessary

13 to conform to Generally Accepted Accounting Principles.

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

19 By: 
20 BUCK DELVENTHAL
21 Deputy City Attorney


FUNDS AVAILABLE:
BEN ROSENFELD, Controller

22 By: 
23 BEN ROSENFELD
24 Controller

OFFICE OF THE MAYOR
SAN FRANCISCO



EDWIN M. LEE

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: ~~to~~ Mayor Edwin M. Lee 
RE: Appropriation – \$300,000 of Cigarette Litter Abatement Fees to
Department of Public Works for Street Cleaning Program - \$300,000 -
FY2017-18
DATE: December 5, 2017

Attached for introduction to the Board of Supervisors is an ordinance appropriating \$300,000 of cigarette litter abatement fees to Department of Public Works for street cleaning program in FY2017-18.

I respectfully request that this item be heard at Budget & Finance Committee on January 9, 2017.

Should you have any questions, please contact Mawuli Tugbenyoh (415) 554-5168.

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BOARD OF SUPERVISORS
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2017 DEC - 5 PM 4:41
AK

<p>Item 5 File 17-1282</p>	<p>Department: General Services Agency - Department of Public Works (DPW)</p>
<p>EXECUTIVE SUMMARY</p>	
<p style="text-align: center;">Legislative Objectives</p>	
<p>The proposed ordinance appropriates \$300,000 of cigarette litter abatement fees to Public Works to fund a street cleaning program in FY 2017-18.</p>	
<p style="text-align: center;">Key Points</p>	
<ul style="list-style-type: none"> • The Street Environmental Services bureau of the Department of Public Works (Public Works) provides street cleaning services citywide. The department has zones that provide scheduled street sweeping, steam cleaning, manual cleaning, and litter control on pre-determined routes as well as based on service requests. There are six zones in the City; each zone generally covers two supervisor districts, with the exception of District 6, which is its own zone. There are also crews that focus on hot spots, encampments, alleys, and swing and night shift operations. 	
<p style="text-align: center;">Fiscal Impact</p>	
<ul style="list-style-type: none"> • The appropriation of \$300,000 would be drawn from the Cigarette Litter Abatement fund, which has a balance of \$4,945,357 as of January 4, 2018. • The funds would be used for temporary salaries for additional 9916 Public Service Aide – Public Works positions to conduct manual street cleaning throughout the City. The hourly rate for 9916 Public Service Aides, adjusted for mandatory fringe benefits and department overhead, is \$33.41. The appropriation of \$300,000 would fund 8,979 hours of manual street cleaning services on an as needed basis. 	
<p style="text-align: center;">Recommendation</p>	
<ul style="list-style-type: none"> • Approve the proposed ordinance. 	

MANDATE STATEMENT

City Charter Section 9.105 states that amendments to the Annual Appropriations Ordinance, after the Controller certifies the availability of funds, are subject to Board of Supervisors approval by ordinance.

BACKGROUND

The Street Environmental Services bureau of the Department of Public Works (Public Works) provides street cleaning services citywide. The department has zones that provide scheduled street sweeping, steam cleaning, manual cleaning, and litter control on pre-determined routes as well as based on service requests. There are six zones in the City; each zone generally covers two supervisor districts, with the exception of District 6, which is its own zone. There are also crews that focus on hot spots, encampments, alleys, and swing and night shift operations.

DETAILS OF PROPOSED LEGISLATION

The proposed ordinance appropriates \$300,000 of cigarette litter abatement fees to Public Works to fund a street cleaning program in FY 2017-18.

FISCAL IMPACT

The appropriation of \$300,000 would be drawn from the Cigarette Litter Abatement fund, which has a balance of \$4,945,357¹ as of January 4, 2018. The funds would be used for temporary salaries for additional 9916 Public Service Aide – Public Works positions to conduct manual street cleaning throughout the City. According to Mr. Bruce Robertson, Finance Manager of Public Works, the hourly rate for 9916 Public Service Aides, adjusted for mandatory fringe benefits and department overhead, is \$33.41. At this rate, the appropriation of \$300,000 would fund 8,979 hours of street cleaning services, as shown in Table 1 below.

Table 1: Sources and Uses of \$300,000 Appropriation

Sources		
Cigarette Litter Abatement Fund		\$300,000
Total Sources		\$300,000
Uses		
<i>Hourly Rate for 9916 Public Service Aide</i>	<i>Hours</i>	<i>Total</i>
\$33.41	8,979	\$299,985
Total Uses		\$299,985

¹ According to Mr. Joe Salem, Program Manager of Finance and Administration for the Department of the Environment, the budget for the Cigarette Litter Abatement Fund is comprised of work orders to Public Works and the Treasurer/Tax Collector's Office. The Department of the Environment does not have data on how much these departments have spent, but not billed, to date.

According to Mr. Robertson, the additional positions hired with the funds from the proposed appropriation would be assigned to the Public Works zone crews and would provide manual cleaning as needed and based on requests, such as 311 calls, or patrol in hot spots with demonstrated cleaning needs.

RECOMMENDATION

Approve the proposed ordinance.

