

File No. 250439

Committee Item No. 13

Board Item No. 11

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date May 21, 2025

Board of Supervisors Meeting Date June 3, 2025

#### Cmte Board

<input type="checkbox"/>	<input type="checkbox"/>	Motion
<input type="checkbox"/>	<input type="checkbox"/>	Resolution
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Ordinance
<input checked="" type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Introduction Form
<input 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 (Use back side if additional space is needed)

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>10-Day Fee Ad Notice 5/21/2025</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>COB Presentation 5/21/2025</u>
<input type="checkbox"/>	<input type="checkbox"/>	<u> </u>
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Completed by: Brent Jalipa Date May 15, 2025

Completed by: Brent Jalipa Date May 29, 2025

[Administrative Code - Assessment Appeals Board Fees]

**Ordinance amending the Administrative Code to increase the following Assessment Appeals Board fees: administrative processing fees, hearing fees, and fees for written findings.**

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 ~~strikethrough 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. Chapter 2B of the Administrative Code is hereby amended by revising Sections 2B.9, 2B.10, 2B.11, and 2B.20, to read as follows:

**SEC. 2B.9. ADMINISTRATIVE PROCESSING FEE.**

An applicant ~~for a refund~~ shall pay a ~~\$12060.00 nonrefundable~~ administrative processing fee to the Assessment Appeals Board at the time of filing an application with the Board, ~~for all applications filed on or after July 1, 2010. If the Board accepts the application, the fee is non-refundable. If Board staff determine there is a deficiency in the application and reject it, the Board shall refund \$60 of the fee.~~ An applicant shall pay a separate administrative processing fee for each application filed. The administrative processing fee shall be waived where:

(a) The applicant would qualify for a waiver of court fees and costs pursuant to California Government Code Section 68632; or

(b) (1) The application is accompanied by a stipulation pursuant to Revenue and Taxation Code Section 1607 signed by the Assessor, the applicant, and the City Attorney,

(2) The applicant requests a reduction for the tax year following a tax year for which the Assessment Appeals Board has reduced the assessed value at the time of filing the application for the subsequent tax year, and

(3) The applicant's opinion of value is not less than the value determined by the Board for the prior year plus any automatic increases allowed by law; or

(c) The subject property is enrolled on the property tax roll at an assessed value of \$7,500 or less, for the time period that is the subject of the application; or

(d) There is a difference in value of \$7,500 or less, between the taxpayer's opinion of value as stated on the application, and the assessed value of the subject property on the property tax roll for the time period that is the subject of the application.

#### **SEC. 2B.10. HEARING FEE.**

(a) Where an application is not withdrawn at least 30 days prior to the date on which an Assessment Appeals Board has scheduled the application for hearing, at least 30 days prior to the hearing date the applicant shall pay a hearing fee to the Assessment Appeals Board in accordance with the following schedule:

<b><i>Where the property affected by the application is valued on the current assessment role at:</i></b>	<b><i>Fee</i></b>
\$250,000 or less	No Charge
<u>\$250,001</u> - <u>\$2,000,000</u>	<del>\$50.00</del> <u>\$100</u>
<u>\$2,000,001</u> - <u>\$10,000,000</u>	<del>100.00</del> <u>\$200</u>
<u>\$10,000,001</u> - <u>\$20,000,000</u>	<del>250.00</del> <u>\$500</u>

<u>\$20,000,001 - \$50,000,000</u>	<del>400.00</del> <u>\$800</u>
<u>\$50,000,001 - \$100,000,000</u>	<del>600.00</del> <u>\$1,200</u>
<del>More than \$100,000,000</del> <u>\$100,000,001 - \$250,000,000</u>	<del>1,200.00</del> <u>\$2,400</u>
<u>\$250,000,001 - \$500,000,000</u>	<u>\$4,800</u>
<u>\$500,000,001 - \$1,000,000,000</u>	<u>\$9,600</u>
<u>More than \$1,000,000,000</u>	<u>\$19,200</u>

(b) Where an applicant files two or more applications at the same time affecting the same appraisal unit for the same tax year, the applicant shall be liable for the greater of: (1) a single hearing fee based on the sum of the current assessment role values of all property contained in the appraisal unit, or (2) the total of all hearing fees in which each hearing fee is based on the current assessment role value of each individual property contained in the appraisal unit.

(c) Revenues generated by the filing fees and hearing fees shall be used exclusively to pay for the Assessment Appeals Boards' costs of operation.

(d) One-half of the hearing fee shall be refunded to any applicant where the assessor's value is lowered to the applicant's opinion of value as stated in the initial application filed with the Assessment Appeals Board or by ~~30% percent~~ or more of the assessor's value following the hearing. No hearing fee will be refunded unless the applicant applies to the Board for a refund in writing within 30 days following receipt of the Board's decision.

(e) The hearing fee shall be waived if the application concerns residential property and the applicant elects to have the appeal heard by a hearing officer pursuant to Sections 2B.14 through 2B.18 of this Chapter 2B. If the applicant subsequently applies for a hearing before the Assessment Appeals Board pursuant to Section 2B.18 ~~of this Chapter~~, the applicant shall pay the hearing fee required by this Section 2B.10. However, if the assessor subsequently applies for a hearing, the applicant shall not be required to pay the hearing fee.

1 (f) The hearing fee shall be waived where the applicant would qualify for a waiver of  
2 court fees and costs pursuant to California Government Code Section 68511.3.  
3

4 **SEC. 2B.11. FEE FOR FINDINGS.**

5 (a) Pursuant to California Revenue and Taxation Code Section 1611.5 and Property  
6 Tax Rules 308 and 325 under Title 18 of the California Code of Regulations, if either the  
7 Applicant or the Assessor desires written findings of fact and conclusions of law ("findings"),  
8 that party shall submit a written request for findings to the Clerk of the Assessment Appeals  
9 Board before commencement of the hearing. The requesting party shall also pay the  
10 Assessment Appeals Board (1) a ~~\$430215~~ deposit to cover the first hour of time that the  
11 County will spend to prepare the findings, which deposit shall be due before the conclusion of  
12 the hearing; and (2) a ~~\$430215~~ fee for every additional hour spent by the County to prepare  
13 the findings, with a total maximum of 30 hours billed, ~~for all applications filed on or after July 1,~~  
14 ~~2010~~ which shall be due within 30 days after the Clerk has informed the requesting party in  
15 writing of the total amount owed.

16 (b) A request for findings shall be deemed abandoned and finding fees shall be waived  
17 if any of the following occur: (1) the requesting party fails to pay the deposit before the  
18 conclusion of the hearing; (2) the requesting party fails to pay the total fee within 30 days after  
19 the Clerk of the Assessment Appeals Board has informed that party in writing of the total  
20 amount owed; (3) upon issuance of the notice of decision the Clerk requests written  
21 confirmation within 10 business days that the requesting party is still requesting findings and  
22 that party does not confirm; (4) the requesting party abandons its request orally on the record  
23 before the conclusion of the hearing; or (5) the requesting party informs the Clerk in writing  
24 that it wishes to abandon its request, provided that the findings have not already issued.  
25

1 (c) If a party abandons its request for findings as set forth in subsection (b), the  
2 Assessment Appeals Board shall cause that party to receive a refund of any deposits or fees  
3 paid, unless the County has already spent one hour or more on the findings. In addition, the  
4 Clerk of the Assessment Appeals Board shall promptly notify all parties in writing that the  
5 request for findings has been abandoned and that any other party may renew the request by  
6 submitting a written request to the Clerk, accompanied by the required one-hour deposit,  
7 within 10 business days. If a renewed request for findings is deemed abandoned pursuant to  
8 subsection (b), there shall be no further opportunity to request findings, and the Assessment  
9 Appeals Board need not prepare the findings.

10 (d) Nothing in this Section 2B.11 shall be construed to prohibit the Assessment  
11 Appeals Board from preparing and issuing findings on its own motion at its own expense.

12 (e) Where an applicant files two or more applications at the same time affecting the  
13 same appraisal unit for the same tax year, the applicant shall be liable for a single findings  
14 fee.

15 (f) Revenues generated by the findings fees shall be used exclusively to pay actual  
16 expenses incurred by the County for producing the findings.

## 18 **SEC. 2B.20. HEARING PROCEDURES.**

19 Each Assessment Appeals Board created pursuant to this Chapter shall:

20 \* \* \* \*

21 (e) Require that any request to continue the date of a hearing be submitted to the Assessment  
22 Appeals Board in writing on a form prescribed by the Assessment Appeals Board.

23  
24 Section 2. Effective Date. This ordinance shall become effective 30 days after  
25 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the

1 ordinance unsigned or does not sign the ordinance within 10 days of receiving it, or the Board  
2 of Supervisors overrides the Mayor's veto of the ordinance.

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

10  
11 APPROVED AS TO FORM:  
12 DAVID CHIU, City Attorney

13 By: /s/ Bradley A. Russi  
14 BRADLEY A. RUSSI  
Deputy City Attorney

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**REVISED LEGISLATIVE DIGEST**  
(Amended in Committee, 5/21/2025)

[Administrative Code - Assessment Appeals Board Fees]

**Ordinance amending the Administrative Code to increase the following Assessment Appeals Board fees: administrative processing fees, hearing fees, and fees for written findings.**

Existing Law

The Assessment Appeals Board (“AAB”) decides disputes between the Assessor’s Office and property owners concerning the valuation of taxable property within the City for the purposes of taxation. The AAB charges a nonrefundable \$60 administrative processing fee for each application for appeal, subject to certain bases for waiver. The AAB charges a hearing fee between \$50 and \$1,200, based on the assessed value of the property with the highest fee applicable to all properties with assessed value exceeding \$100,000,000. The AAB also charges a fee for the preparation of written findings if the applicant or the Assessor’s Office requests such written findings. That fee is \$215 per hour up to a maximum of 30 hours.

Amendments to Current Law

The proposed ordinance would increase the AAB’s nonrefundable administrative processing fee to \$120, and provide that \$60 of the fee is refundable if AAB staff reject an application based on a deficiency. The ordinance would increase the existing AAB hearing fees to between \$100 and \$1,200 for properties with assessed values between \$250,001 and \$100,000,000, and would establish new fees between \$2,400 and \$19,200 for properties with assessed values of \$100,000,001 and more. The ordinance would increase the fee for the preparation of written findings to \$430 per hour. Finally, the ordinance would require a party seeking to continue the date of a hearing to make the request in writing on a form prescribed by the AAB.

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# **Board of Supervisors**

## **Budget & Finance Committee**

**#13 - Assessment Appeals Filing, Hearing, & Findings Fees**

**#14 - Legislative Management License & Special Fund**

**#15 - Budget & Legislative Analyst COLA**

May 21, 2025



## #13 Assessment Appeals Filing, Hearing, & Finding Fees

The ordinance to update the filing, hearing, and findings of fact fees increases the following

- Application filing fees from \$60 to \$120
- Hearing fees based on assessed value

<i>Where the property affected by the application is valued on the current assessment role at:</i>	<i>Fee</i>
\$250,000 or less	No Charge
\$250,001 - \$2,000,000	<del>\$50.00</del> <u>\$100</u>
\$2,000,001 - \$10,000,000	<del>100.00</del> <u>\$200</u>
\$10,000,001 - \$20,000,000	<del>250.00</del> <u>\$500</u>
\$20,000,001 - \$50,000,000	<del>400.00</del> <u>\$800</u>
\$50,000,001 - \$100,000,000	<del>600.00</del> <u>\$1,200</u>
<del>More than \$100,000,000</del> <u>\$100,000,001 - \$250,000,000</u>	<del>1,200.00</del> <u>\$2,400</u>
<u>\$250,000,001 - \$500,000,000</u>	<u>\$4,800</u>
<u>\$500,000,001 - \$1,000,000,000</u>	<u>\$9,600</u>
<u>More than \$1,000,000,000</u>	<u>\$19,200</u>

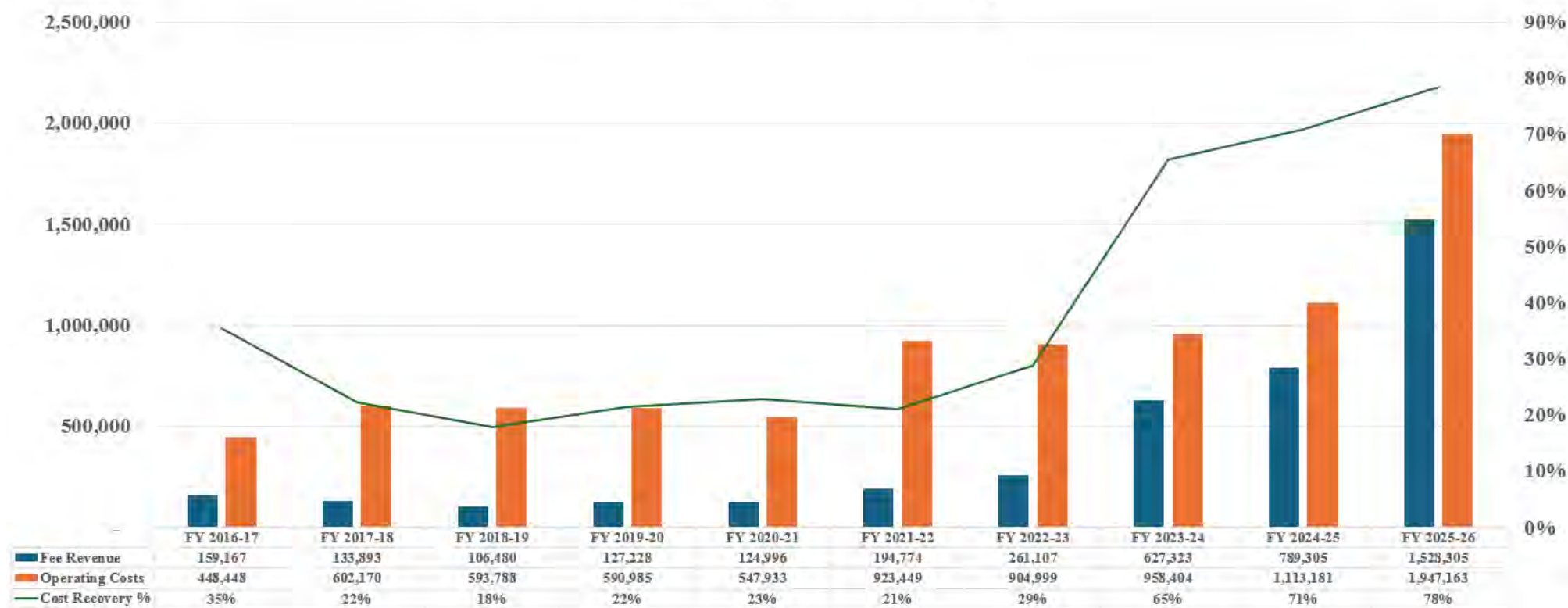
- Finding of fees from \$215 per hour to \$430 per hour



## Board of Supervisors – Budget & Finance Committee

# #13 - 78% Recovery of Assessment Appeals Board Operating Costs Projected After Fee Update

Assessment Appeals Board Cost Recovery





## #14 License & Special Fund for Legislative Management System Licensing Revenue

- Authorizes the Office of the Clerk of the Board to sell licenses to the Legislative Management System (LMS)
- Creates a Category 8 Special Fund for Capturing Revenue from Licensing the LMS to City Boards and Commissions & Other Government Agencies
  - The Category 8 Special Fund ensures that revenue is used to maintain the LMS
- Revenue will be used to pay for maintenance of the new LMS reducing the need to request general fund support to maintain the LMS



## Board of Supervisors – Budget & Finance Committee

# #15 Budget & Legislative Analyst Services Contract Amendment

- **Current Contractor.** Harvey M. Rose Associates LLC
- **Current Not-To-Exceed Amount.** \$12,849,706
- **Contract Term.** January 1, 2022 to December 31, 2031.
  - Board Approved Motion M24-122 authorized exercising the option to extending the contract by six years to December 31, 2031
- **Cost of Living Adjustment** is 4.50% effective July 1, 2025.
  - The annual increase is for \$146,078 increasing the annual contract amount to \$3,392,249. Total contact amount increases to \$36 million.

<u>Fiscal Year</u>	<u>Calendar Year</u>	<u>Current</u>	<u>Increase</u>	<u>Amended</u>	<u>COLA</u>
FY 2022-23	CY 2022	2,979,318		2,979,318	
FY 2023-24	CY 2023	3,121,318		3,121,318	
FY 2024-25	CY 2024	3,246,171		3,246,171	
FY 2025-26	CY 2025	3,246,171	146,078	3,392,249	4.50%
FY 2026-27	CY 2026	3,392,249	152,651	3,544,900	4.50%
FY 2027-28	CY 2027	3,544,900	124,072	3,668,972	3.50%
FY 2028-29	CY 2028	3,668,972	128,414	3,797,386	3.50%
FY 2029-30	CY 2029	3,797,386	132,909	3,930,294	3.50%
FY 2030-31	CY 2030	3,930,294	137,560	4,067,855	3.50%
FY 2031-32	CY 2031	4,067,855	142,375	4,210,229	3.50%
<b>Total Not-to-Exceed Amount (NTE):</b>				<b>36,000,000</b>	

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

## NOTICE OF PUBLIC HEARING BUDGET AND FINANCE COMMITTEE

### BOARD OF SUPERVISORS OF THE CITY AND COUNTY OF SAN FRANCISCO

NOTICE IS HEREBY GIVEN THAT the Board of Supervisors of the City and County of San Francisco's 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:** May 21, 2025

**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. 250439. Ordinance amending the Administrative Code to increase the following Assessment Appeals Board fees: administrative processing fees, hearing fees, and fees for written findings.

If this legislation passes, the Assessment Appeals Board's nonrefundable administrative processing fee will increase from \$60 to \$120. Hearing fees for properties with assessed values between \$250,001 and \$2,000,000 will increase from \$50 to \$100; \$2,000,001 and \$10,000,000 will increase from \$100 to \$200; \$10,000,001 to \$20,000,000 will increase from \$250 to \$500; \$20,000,001 to \$50,000,000 will increase from \$400 to \$800; \$50,000,001 to \$100,000,000 will increase from \$600 to \$1,200; and \$100,000,001 to \$250,000,000 will increase from \$1,200 to \$2,400. Hearing fees will be established for properties with assessed values between \$250,000,001 to \$500,000,000 at \$4,800; \$500,000,001 to \$1,000,000,000 at \$9,600; and more than \$1,000,000,000 at \$19,200. The deposit to cover the first hour of time spent to prepare written findings will increase from \$215 to \$430, and every additional hour with a maximum of 30 hours billed will also increase from \$215 to \$430.

In accordance with Administrative Code, Section 67.7-1, persons who are unable to attend the hearing on this matter may submit written comments prior to the time the hearing begins. These comments will be made as part of the official public record in this matter and shall be brought to the attention of the Board of Supervisors. Written comments should be addressed to Angela Calvillo, Clerk of the Board, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA, 94102 or sent via email ([board.of.supervisors@sfgov.org](mailto:board.of.supervisors@sfgov.org)). Information relating to this matter is available in the Office of the Clerk of the Board or the Board of Supervisors' Legislative Research Center (<https://sfbos.org/legislative-research-center-lrc>). Agenda information relating to this matter will be available for public review on Friday, May 16, 2025.

**NOTICE OF PUBLIC HEARING**

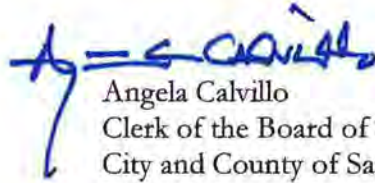
**File No. 250439 (10-Day Fee Ad)**

**Hearing Date: May 21, 2025**

**Page 2**

For any questions about this hearing, please contact the Assistant Clerk for the Budget and Finance Committee:

Brent Jalipa ([Brent.Jalipa@sfgov.org](mailto:Brent.Jalipa@sfgov.org)) – (415) 554-7712)

A handwritten signature in blue ink, appearing to read "Angela Calvillo", with a stylized flourish extending from the bottom left.

Angela Calvillo  
Clerk of the Board of Supervisors  
City and County of San Francisco

bjj:vy:ams

# CALIFORNIA NEWSPAPER SERVICE BUREAU

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

### COPY OF NOTICE

Notice Type: GPN GOVT PUBLIC NOTICE

Ad Description

BJJ Fee Ad File No. 250439

To the right is a copy of the notice you sent to us for publication in the SAN FRANCISCO EXAMINER. Thank you for using our newspaper. Please read this notice carefully and call us with ny corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

05/11/2025 , 05/18/2025

The charge(s) for this order is as follows. An invoice will be sent after the last date of publication. If you prepaid this order in full, you will not receive an invoice.

Publication	\$1474.20
Set aside for CCSF Outreach Fund	\$163.80
Clearinghouse Service Charge	\$245.70
Total	\$1883.70

EXM# 3925704

**NOTICE OF PUBLIC  
HEARING  
BUDGET AND FINANCE  
COMMITTEE  
BOARD OF SUPERVISORS  
OF THE CITY AND  
COUNTY OF SAN FRAN-  
CISCO  
WEDNESDAY, MAY 21,  
2025 - 10:00 AM  
LEGISLATIVE CHAMBER,  
ROOM 250, CITY HALL  
1 DR. CARLTON B.  
GOODLETT PLACE, SAN  
FRANCISCO, CA 94102**

NOTICE IS HEREBY GIVEN THAT the Board of Supervisors of the City and County of San Francisco's 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. 250439.** Ordinance amending the Administrative Code to increase the following Assessment Appeals Board fees: administrative processing fees, hearing fees, and fees for written findings. If this legislation passes, the ordinance would increase the Assessment Appeals Board's nonrefundable administrative processing fee from \$60 to \$120. Hearing fees for properties with assessed values between \$250,001 and \$2,000,000 will increase from \$50 to \$100; \$2,000,001 and \$10,000,000 will increase from \$100 to \$200; \$10,000,001 to \$20,000,000 will increase from \$250 to \$500; \$20,000,001 to \$50,000,000 will increase from \$400 to \$800; \$50,000,001 to \$100,000,000 will increase from \$600 to \$1,200; and \$100,000,001 to \$250,000,000 will increase from \$1,200 to \$2,400. Hearing fees will be established for properties with assessed values between \$250,000,001 to \$500,000,000 of \$4,800; \$500,000,001 to \$1,000,000,000 of \$9,600; and more than \$1,000,000,000 of \$19,200. The deposit to cover the first hour of time spent to prepare written findings will increase from \$215 to \$430, and every additional hour with a maximum of 30 hours billed will also increase from \$215 to \$430. In accordance with Administrative Code, Section 67.7-1, persons who are unable to attend the hearing on this matter may submit written comments prior to the time the hearing begins. These comments will be made as part of the official public record in this matter

and shall be brought to the attention of the Board of Supervisors. Written comments should be addressed to Angela Calvillo, Clerk of the Board, City Hall, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA, 94102 or sent via email ([board.of.supervisors@sfgov.org](mailto:board.of.supervisors@sfgov.org)). Information relating to this matter is available in the Office of the Clerk of the Board or the Board of Supervisors' Legislative Research Center (<https://sfbos.org/legislative-research-center-lrc>). Agenda information relating to this matter will be available for public review on Friday, May 16, 2025. For any questions about this hearing, please contact the Assistant Clerk for the Budget and Finance Committee: Brent Jalipa ([Brent.Jalipa@sfgov.org](mailto:Brent.Jalipa@sfgov.org)) - (415) 554-7712. Angela Calvillo - Clerk of the Board of Supervisors, City and County of San Francisco

EXM-3925704#



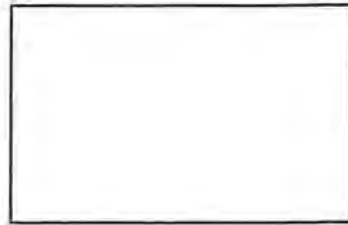
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## Introduction Form

(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 \_\_\_\_\_ inquiries..."
- ☐ 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):

Supervisor Chan

Subject:

Administrative Code - Assessment Appeals Board Fees

Long Title or text listed:

Ordinance amending the Administrative Code to increase the following Assessment Appeals Board fees: administrative processing fees, hearing fees, and fees for written findings.

Signature of Sponsoring Supervisor: