[Administrative Code - Legislative Management System Software Licenses and Fund]

Ordinance authorizing the Clerk of the Board of Supervisors to sell licenses to third-parties to legislative management system software developed by the Clerk's Office and amending the Administrative Code to establish a fund to receive revenue the Clerk's Office collects for licensing the legislative management system software to third parties and from inter-departmental fund transfers from City departments for use of the legislative management system.

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. Background.

(a) The Office of the Clerk of the Board of Supervisors ("Clerk's Office") and a vendor under contract with the Clerk's Office are developing a new software program that the Clerk's Office will use to manage and store legislation for the Board of Supervisors. In Fiscal Year 2023-2024, the Board of Supervisors appropriated $1,000,000 for the development of this new legislative management system (Ordinance No. 144-23).

(b) Under the Clerk's Office's contract with the software development vendor, the City will own the legislative management system software. Once the software is operational, the Clerk's Office intends to sell licenses to use the software to other government entities and

third parties. The Clerk's Office may also charge other City departments, boards, and commissions for use of the Clerk's Office's legislative management system.

Section 2. Authorization to Sell Software Licenses.

The Board of Supervisors authorizes the Clerk's Office to market, sell, and collect revenue from licenses to the legislative management system software as developed through the Clerk's Office by contract with a software development vendor. Revenue from such licenses shall be deposited in the Legislative Management System Fund established in Administrative Code Section 10.100-84, and such funds shall be subject to the budgetary and fiscal provisions of the Charter.

Section 3. Chapter 10, Article XIII of the Administrative Code is hereby amended by adding Section 10.100-84, to read as follows:

SEC. 10.100-84. LEGISLATIVE MANAGEMENT SYSTEM FUND.

(a) ***Establishment of Fund.*** *The City developed and owns rights through the Office of the Clerk of the Board of Supervisors to software for a legislative management system ("Legislative Management System"). The Legislative Management System Fund ("Fund") is established* ~~as a category eight fund~~ *for the purpose of: (1) receiving revenue from the sale of software licenses for the Legislative Management System to third parties, and (2) receiving inter-department fund transfers from other City departments, boards, and commissions for use of the Legislative Management System.*

(b) ***Use of Fund.*** *The Fund shall be expended for costs, overhead, and infrastructure needed to operate and maintain the Legislative Management System.*

(c) ***Administration of the Fund.*** *The Clerk of the Board of Supervisors or the Clerk's designee shall administer the Fund and shall approve all expenditures from the Fund. Expenditures on uses for*

purposes other than the uses in subsection (b) of this Section 10.100-84 and for transfers from the Fund to the General Fund shall be authorized by the Clerk of the Board of Supervisors in consultation with the President of the Board of Supervisors and the Chair of the Board of Supervisors Budget and Finance Committee, or any successor committee to the Budget and Finance Committee.

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

APPROVED AS TO FORM:
DAVID CHIU, City Attorney

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

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City and County of San Francisco
Tails
Ordinance

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

File Number: 250455 **Date Passed:** June 17, 2025

Ordinance authorizing the Clerk of the Board of Supervisors to sell licenses to third-parties to legislative management system software developed by the Clerk's Office and amending the Administrative Code to establish a fund to receive revenue the Clerk's Office collects for licensing the legislative management system software to third parties and from inter-departmental fund transfers from City departments for use of the legislative management system.

May 21, 2025 Budget and Finance Committee - CONTINUED

June 04, 2025 Budget and Finance Committee - AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE

June 04, 2025 Budget and Finance Committee - RECOMMENDED AS AMENDED

June 10, 2025 Board of Supervisors - PASSED ON FIRST READING

Ayes: 10 - Chan, Chen, Dorsey, Engardio, Mahmood, Mandelman, Melgar, Sauter, Sherrill and Walton
Excused: 1 - Fielder

June 17, 2025 Board of Supervisors - FINALLY PASSED

Ayes: 11 - Chan, Chen, Dorsey, Engardio, Fielder, Mahmood, Mandelman, Melgar, Sauter, Sherrill and Walton

File No. 250455

I hereby certify that the foregoing Ordinance was FINALLY PASSED on 6/17/2025 by the Board of Supervisors of the City and County of San Francisco.

Angela Calvillo
Clerk of the Board

Daniel Lurie
Mayor

6/20/25

Date Approved