File No	140507	Committee Item No Board Item No					
COMMITTEE/BOARD OF SUPERVISORS AGENDA PACKET CONTENTS LIST							
Committee	:Rules	Date _	July 10, 2014				
Board of S	upervisors Meeting	Date _					
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	Motion Resolution Ordinance Legislative Digest Budget and Legislative A Youth Commission Repo Introduction Form Department/Agency Cov MOU Grant Information Form Grant Budget Subcontract Budget Contract/Agreement Form 126 – Ethics Comm Award Letter Application Public Correspondence	ort er Letter and/or Rep	ort				
OTHER	(Use back side if additio	nal space is needed))				
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Completed by:	Alisa Miller	Date July 3, 2014
Completed by:		Date

[Charter Amendment - Retiree Health Benefits for Former Redevelopment Agency and Successor Agency Employees]

Describing and setting forth a proposal to the voters to amend the Charter of the City and County of San Francisco, Sections A8.428 and A8.432, to provide retiree health care benefits to employees of the former Redevelopment Agency of the City and County of San Francisco or the Successor Agency to the Redevelopment Agency of the City and County of San Francisco who started working for the City and County of San Francisco without a break in employment, and to persons who are registered as domestic partners to retired employees under California law or the law of a state, city, or county outside California or who live in a jurisdiction outside California that does not recognize domestic partnerships but who have submitted the Health Services Declaration Partnership Form, at an election to be held on November 4, 2014.

Section 1. The Planning Department has determined that the actions contemplated in this proposed Charter Amendment comply with the California Environmental Quality Act (California Public Resources Code Sections 21000 et seq.). Said determination is on file with the Clerk of the Board of Supervisors in File No. 140507 and is incorporated herein by reference.

Section 2. The Board of Supervisors hereby submits to the qualified voters of the City and County, at an election to be held on November 4, 2014, a proposal to amend the Charter of the City and County by revising Sections A8.428 and A8.432, to read as follows:

NOTE:

Unchanged Charter text and uncodified text are in plain font. Additions are <u>single-underline italics Times New Roman font</u>. Deletions are <u>strike-through italics Times New Roman font</u>. Asterisks (* * * *) indicate the omission of unchanged Charter subsections.

SEC. A8.428. HEALTH SERVICE SYSTEM TRUST FUND.

There is hereby created a health service system trust fund. The costs of the health service system shall be borne by the members of the system and Retired Persons, the City and County of San Francisco because of its members and Retired Persons, the Parking Authority of the City and County of San Francisco because of its members and Retired Persons, the San Francisco Unified School District because of its members and Retired Persons and the San Francisco Community College District because of its members and Retired Persons.

(a) **Definitions.**

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"Credited Service" means years of employment with the Employers.

"Employers" as used in this section means the City and County of San Francisco ("City and County"), the San Francisco Unified School District ("School District") and/or the San Francisco Community College District ("Community College District"). Employers shall also include the Superior Court of California, County of San Francisco ("Superior Court"), to the extent the Superior Court participates in the City's Health Service System, under <u>Section</u> A8.428(e).

"Hired on or Before January 9, 2009" as used in this section means employees <u>hired on</u> or <u>before January 9, 2009, byof</u> the City and County, the School District, <u>and/or</u> the Community College District, <u>or the former Redevelopment Agency of the City and County of San Francisco</u> (<u>the "Redevelopment Agency"</u>) who were hired on or before January 9, 2009, excluding the following categories of employees: (1) as-needed employees who have never earned 1,040 or more hours of compensation during any 12-month period ending on or before January 9, 2009; and (2) employees who have separated from <u>employment with</u> the Employers <u>or the</u> <u>Redevelopment Agency</u> on or before January 9, 2009, and have less than 5 years of Credited Service <u>with the Employers or the Redevelopment Agency; (3) former employees of the</u> <u>Redevelopment Agency who became employees of the City and County after December 31, 2014;</u>

and (4) former employees of the Redevelopment Agency who have received retiree health care coverage under the Public Employees Medical and Hospital Care Act (PEMCHA) on or before December 31, 2014.

"PERS" as used in this section shall mean the Public Employees' Retirement System of the State of California.

"Plan Year" as used in section A8.423 shall mean the twelve month period beginning on each July 1 and ending on June 30, or such other 12 month period as may be determined by the Health Service Board.

"Registered as Domestic Partners" as used in this section means persons who have established a domestic partnership according to the provisions of Chapter 62 of the San Francisco Administrative Code, <u>or California state law</u>, as amended from time to time.<u>or the</u> <u>law of the state, city, or county outside of California in which they reside</u>. <u>Persons who live in a</u> <u>state, city, or county outside of California that does not recognize domestic partnership who</u> <u>submit a completed and notarized City and County Health Service Declaration Partnership</u> <u>Form to the Health Service System shall also be considered domestic partners under this section</u>. Domestic partners who have formed their domestic partnership only by notarization of a declaration of Domestic Partnership as provided in Chapter 62 of the San Francisco Administrative Code shall not be recognized or treated as a domestic partnership under this Section unless and until the domestic partnership is registered or certified.

"Retirement System" as used in this section shall mean the San Francisco City and County Employees' Retirement System.

"Retired under the San Francisco City and County Employees' Retirement System" as used in this section includes persons who retire for service; retire for disability; or who receive a retirement or vesting allowance from the Retirement System.

A "Retired Person" as used in this section means:

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(1) A former member of the health service system, *hired by the Employers <u>Hired</u>* on or *before <u>Before</u> January 9, 2009, retired under the <u>San Francisco City and County</u> <u>Employees'</u> Retirement System <u>and/or PERS</u> (hereinafter, "Retired Employee who was Hired on or Before January 9, 2009").; and;*

(2) The surviving spouse or surviving domestic partner of an active employee <u>of</u> <u>the Employers hired Hired on or Before</u> on or before January 9, 2009, provided that the surviving spouse or surviving domestic partner and the active employee have been married or Registered as Domestic Partners for a period of at least one year prior to the death of the active employee;

(3) The surviving spouse or surviving domestic partner of a Retired Employee who was Hired on or Before January 9, 2009, provided that the surviving spouse or surviving domestic partner and the Retired Employee who was Hired on or Before January 9, 2009 have been married or Registered as Domestic Partners for a period of at least one year prior to the death of the Retired Employee who was Hired on or Before January 9, 2009;

(4) A former member of the health service system, hired by the Employers on or after January 10, 2009, and retired under the Retirement System <u>and/or PERS</u> for disability, or retired under the Retirement System or PERS: (i) within 180 days of separation from employment from the Employers; and (ii) with 10 or more years of Credited Service with the Employers (hereinafter, "Retired Employee who was Hired on or After January 10, 2009");

(5) The surviving spouse or surviving domestic partner of an active employee <u>of</u> <u>the Employers</u> hired <u>by the Employers</u> on or after January 10, 2009, with 10 or more years of Credited Service with the Employers, or who died in the line of duty where the surviving spouse or surviving domestic partner is entitled to a death allowance <u>from the Retirement System</u> as a result of the death in the line of duty, provided that the surviving spouse or surviving domestic

partner and the active- employee have been married or Registered as Domestic Partners for a period of at least one year prior to the death of the active employee; or

(6) The surviving spouse or surviving domestic partner of a Retired Employee who was Hired on or After January 10, 2009, provided that the surviving spouse or surviving domestic partner and the Retired Employee who was Hired on or After January 10, 2009, have been married or Registered as Domestic Partners for a period of at least one year prior to the death of the Retired Employee who was Hired on or After January 10, 2009.

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(f) Notwithstanding the retiree health care eligibility requirements set forth above, a former employee of the Redevelopment Agency Hired on or Before January 9, 2009 must have been employed by the City and County after January 9, 2009 to be eligible for retiree health care coverage under this section. In adopting the Charter amendment revising Sections A8.428 and <u>A8.432 on November 4, 2014 the voters do not intend that it affect the rights of former employees</u> of the Redevelopment Agency Hired on or Before January 9, 2009, who were already eligible for retiree health care coverage as of November 4, 2014.

(g)The amendments of this section contained in the proposition there for submitted to the electorate on June 3, 2008 shall be operative January 10, 2009. The purpose of the January 10, 2009, Charter amendment is to amend Section A8.428 to change the required years of service and employer retiree health care contribution amounts for employees hired on or after January 10, 2009. Nothing in *thisthat* Charter amendment shall expand or contract the groups of employees eligible for retiree health care benefits beyond, those groups eligible as of June 3, 2008.

SEC. A8.432. RETIREE HEALTH CARE TRUST FUND.

Supervisors Cohen, Yee **BOARD OF SUPERVISORS**

Page 5

There is hereby created a Retiree Health Care Trust Fund (RHCTF) for the purpose described in Section 12.204. Subject to the disbursement limitations set forth in Section A8.432(d) below, the Retiree Health Care Trust Fund Board (Board) shall have exclusive authority and control over the administration of the RHCTF, investments of trust assets, and disbursements from the trust in accordance with the provisions of this Charter.

(f) **Definitions**

"Actuarial Accrued Liability" as used in this section, means "Actuarial Accrued Liability" as that term is defined under GASB No. 45 as may be amended from time to time.

"Commenced Employment on" as used in this section, shall refer to the time an employee starts employment with the City and County, or with a Participating Employer, for the first time, or the time an employee starts employment with the City and County, or with a Participating Employer, on a subsequent occasion after a prior separation from employment with the City and County or any Participating Employer, whichever date is later. *For purposes of this Section A8.432, an employee of the City and County who was employed by the former Redevelopment Agency of the City and County of San Francisco (the "Redevelopment Agency") or the Successor Agency to the Redevelopment Agency of the City and County of San Francisco (the "Successor Agency"), and started working for the City and County before January 1, 2015 without a break in service shall be deemed to have commenced employment with the City and County on the date the employee commenced employment with the Redevelopment Agency or the Successor Agency, except that any such former employee of the Redevelopment Agency or the Successor Agency who subsequently separates from employment with the City and County and returns as an employee of the City and County or a Participating Employer at a later date (the "Return Date") shall be deemed to have commenced employment on the Return Date.* "Employer" and "Employers" as used in this section means the City and County and the Participating Employers.

"Fully Funded" as used in this section means that an Employer's GASB Actuary has determined that the market value of assets in a sub-trust equals or exceeds the Employer's Actuarial Accrued Liability.

"GASB Actuary" and "GASB Actuaries" as used in this section means the actuarial firms hired by the Employers to provide estimates of each Employers' respective total liability and annual required contribution for post retirement health benefits under GASB No. 45.

"GASB No. 45" as used in this section means Statement No. 45 of the Governmental Accounting Standards Board, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions as may be amended from time to time.

"Health coverage" as used in this section, means the health benefits or health insurance provided by the health service system for retirees, survivors and dependents under Section A8.428.

"Normal Cost" as used in this section, means each Employer's normal cost under GASB No. 45 as determined by each Employer's GASB Actuary.

"**Retiree**" as used in this section, means a former employee who is retired and is entitled to health coverage under Section A8.428, and the qualified survivors or dependents of such retirees who are entitled to health coverage under Section A8.428.

"Participating Employers" as used in this section and Sections A8.432-1, A8.510 and 12.204, shall include the Superior Court of California, County of San Francisco, San Francisco

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Unified School District and the San Francisco Community College District, following a resolution by their respective governing boards to participate in the Retiree Health Care Trust Fund.

* * * *

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

By: Robert A. Bryan Deputy City Attorney

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REVISED LEGISLATIVE DIGEST

(Second Draft, 6/30/2014)

[Charter Amendment - Retiree Health Benefits for Former Redevelopment Agency and Successor Agency Employees]

Describing and setting forth a proposal to the voters to amend the Charter of the City and County of San Francisco, Sections A8.428 and A8.432, to provide retiree health care benefits to employees of the former Redevelopment Agency of the City and County of San Francisco or the Successor Agency to the Redevelopment Agency of the City and County of San Francisco who started working for the City and County of San Francisco without a break in employment, and to persons who are registered as domestic partners to retired employees under California law or the law of a state, city, or county outside California or who live in a jurisdiction outside California that does not recognize domestic partnerships but who have submitted the Health Services Declaration Partnership Form, at an election to be held on November 4, 2014.

Existing Law

Section A8.428 of the Charter creates a health service system trust fund to provide retiree healthcare benefits to employees of the City, the San Francisco Unified School District, the Superior Court of California, County of San Francisco and the San Francisco Community College District based on the number of years of employment with the employer (defined as "credited service"). Section A8.432 of the Charter establishes the Retirement Health Care Trust Fund to defray the cost of the City's obligation to provide health coverage for retired employees and thier spouses who are entitled to health coverage under section A8.428. Section A8.428 also provides health care benefits to persons who are domestic partners, according to the provisions of the City's Administrative Code, of retired employees.

Amendments to Current Law

The proposed amendments to Section A8.428 and A8.432 would make retiree health care benefits available to employees of the City who transferred from the Redevelopment Agency of the City and County of San Francisco (the "Redevelopment Agency") or the Successor Agency to the Redevelopment Agency of the City and County of San Francisco (the "Successor Agency"), who were hired on or before January 9, 2009, by the Redevelopment Agency or the Successor Agency. The benefits would be available only to such employees hired by the City before January 1, 2015.

FILE NO. 140507

Furthermore, in addition to domestic partners under the City's Administrative Code, the amendments would extend health care benefits to persons who are registered as domestic partners to retired employees under California law or the law of a state, city, or county outside California, or who live in a jurisdiction outside California that does not recognize domestic partnerships but who have submitted the Health Services Declaration Partnership Form to the Health Service System.

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CITY AND COULTY OF SAN FRANCISCO OFFICE OF THE CONTROLLER

Ben Rosenfield Controller

Monique Zmuda Deputy Controller

June 30, 2014

Ms. Angela Calvillo Clerk of the Board of Supervisors 1 Dr. Carlton B. Goodlett Place Room 244 San Francisco, CA 94102-4689

RE: File 140507 – Charter amendment regarding retiree health benefits for former employees of the San Francisco Redevelopment Agency

Dear Ms. Calvillo,

Should the proposed charter amendment be approved by the voters, in my opinion, it will likely increase the cost of government. The proposed Charter amendment would increase the City's costs to fund employee post-employment health benefits for certain employees of the former San Francisco Redevelopment Agency. The amount of this impact would range significantly depending on the number of people affected, their ages, years of service, individual choices regarding retiree medical plan enrollment, and decisions by the City regarding the hiring of affected employees.

The amendment seeks to clarify the status of individuals who were employed by the San Francisco Redevelopment Agency (SFRDA) before it was dissolved by state mandate and who now are, or subsequently may become, employees of the City. The three primary areas of financial impact are:

- Retiree health benefit vesting. City employees hired after 2009 receive City funding for health benefits when they retire at tiered levels from 50% to 100% of premium costs based on years of service. These employees must retire from the City to receive these benefits. City employees hired prior to 2009 are generally eligible for fully paid health benefits following retirement after five years of working for the City and may receive these benefits regardless of where they work for the balance of their careers and ultimately retire from. The amendment makes certain SFRDA employees, to the extent that they subsequently become City employees, eligible for the more generous vesting allowances provided to City employees hired before 2009. The cost of their health premiums following retirement would therefore likely increase.
- Employee contributions towards future retiree health costs. City employees hired after 2009 pay 2% of payroll into this fund to pay for post-employment health costs, matched by a 1% City contributions. Employees hired before 2009 generally will contribute to the Trust at lower rates beginning in fiscal year (FY) 2016-17. To the degree that the amendment treats former RDA employees as having begun City employment from the date of their earlier employment with RDA, their contributions to this fund for the remainder of their service would be reduced, increasing the future costs of retiree medical benefit paid by the employer.

• Unfunded pension had ility of the former SFRDA. To the each that all employees of the former SFRDA become City employees and transition out of the California Public Employees Retirement System (CalPERS), CalPERS might require higher and more rapid contributions to pay down the former SFRDA's unfunded pension liability than would otherwise have been the case. The proposed Charter measure does not, in and of itself, drive this potential financial outcome. But, to the extent that it creates an incentive for employees to transition to the City given improved retiree medical care coverage and the City elects to proceed with such a transition, it could be one factor that increases the possibility of such a circumstance occurring.

The cost of each of these factors is dependent on the populations affected and rates applied and are unknown at this time, but are likely significant. The Controller's Office will work with the Mayor, Board of Supervisors and City departments to clarify the financial effects of the proposed Charter amendment as it is considered for the ballot.

Sincerely, Ben Rosénfie Controllei

Note: This analysis reflects our understanding of the proposal as of the date shown. At times further information is provided to us which may result in revisions being made to this analysis before the final Controller's statement appears in the Voter Information Pamphlet.



City Hall Dr. Carlton B. Goodlett Place, Room 244 San Francisco 94102-4689 Tel. No. 554-5184 Fax No. 554-5163 TDD/ITY No. 554-5227

May 21, 2014

File No. 140507

Sarah Jones Environmental Review Officer Planning Department 1650 Mission Street, 4th Floor San Francisco, CA 94103

BOARD of SUPERVISORS

Dear Ms. Jones:

On May 13, 2014, Supervisor Cohen introduced the following proposed Charter Amendment for the November 4, 2014 Election:

File No. 140507

Charter Amendment (First Draft) to amend the Charter, Sections A8.428 and A8.432, to provide retiree healthcare benefits to employees who transferred to the City and County of San Francisco from the Redevelopment Agency of the City and County of San Francisco or the Successor Agency to the Redevelopment Agency of the City and County of San Francisco.

This legislation is being transmitted to you for environmental review.

Angela Calvillo, Clerk of the Board

By: Alisa Miller, Committee Clerk Rules Committee

Attachment

c: John Rahaim, Director, Planning Department AnMarie Rodgers, Planning Department Aaron Starr, Planning Department Joy Navarrete, Environmental Planner Jeanie Poling, Environmental Planner

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City and County of San Francisco Employees' Retirement System

Office of the Executive Director

May 23, 2014

Angela Calvillo Clerk of the Board Board of Supervisors Room 244, City Hall 1 Dr. Carlton B. Goodlett Pl. San Francisco, CA 94102

Alisa Miller Assistant Clerk Board of Supervisors Room 244, City Hall 1 Dr. Carlton B. Goodlett Pl. San Francisco, CA 94102

Re: File No. 140507 – Charter Amendment Health Benefits for Former Redevelopment Agency and Successor Agency Employees

Dear Ms. Calvillo and Ms. Miller,

The Retirement System acknowledges receipt of your referral of the above referenced proposed Charter amendment and request for our actuarial review and report under Charter Section A8.500. After reviewing the proposed Charter amendment, the Retirement System has determined that it is not related to any of the Retirement System provisions of the Charter. Therefore, the requirement for an actuarial cost and effect report under Section A8.500 is not triggered, and the Retirement System will not prepare such a report.

Best regards,

Jay Huish Executive Director San Francisco Employees' Retirement System

cc: Supervisor Malia Cohen Board of Supervisors Room 244, City Hall 1 Dr. Carlton B. Goodlett Pl. San Francisco, CA 94102



City Hall Dr. Carlton B. Goodlett Place, Room 244 San Francisco 94102-4689 Tel. No. 554-5184 Fax No. 554-5163 TDD/TTY No. 554-5227

MEMORANDUM

TO: Ben Rosenfield, City Controller

FROM: Alisa Miller, Clerk, Rules Committee Board of Supervisors

DATE: May 21, 2014

SUBJECT: CHARTER AMENDMENT INTRODUCED November 4, 2014 Election

The Board of Supervisors' Rules Committee has received the following Charter Amendment for the November 4, 2014 Election, introduced by Supervisor Cohen on May 13, 2014. This matter is being referred to you in accordance with Elections Code, Section 305(a)(2) and Rules of Order 2.22.3.

File No. 140507 Charter Amendment - Health Benefits for Former Redevelopment Agency and Successor Agency Employees

Charter Amendment (First Draft) to amend the Charter, Sections A8.428 and A8.432, to provide retiree healthcare benefits to employees who transferred to the City and County of San Francisco from the Redevelopment Agency of the City and County of San Francisco or the Successor Agency to the Redevelopment Agency of the City and County of San Francisco.

Please review immediately and prepare a financial analysis of the proposed measure prior to the first Rules Committee hearing.

If you have any questions or concerns please call me at (415) 554-4447 or email: <u>alisa.miller@sfgov.org</u>. To submit documentation, please forward to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Monique Zmuda, Deputy City Controller



City Hall Dr. Carlton B. Goodlett Place, Room 244 San Francisco 94102-4689 Tel. No. 554-5184 Fax No. 554-5163 TDD/TTY No. 554-5227

MEMORANDUM

TO: Jay Huish, Executive Director, Retirement Board

- FROM: Alisa Miller, Clerk, Rules Committee Board of Supervisors
- DATE: May 21, 2014

SUBJECT: LEGISLATION INTRODUCED: CHARTER AMENDMENT, RETIREE HEALTHCARE BENEFITS

The Board of Supervisors' Rules Committee has received the following proposed Charter Amendment, introduced by Supervisor Cohen, on May 13, 2014, which is being forwarded to the Retirement Board pursuant to Charter, Section A8.500, which requires the Retirement Board to provide an actuarial report of the cost and effect of the proposed change in benefits under the Retirement System before voting to submit the proposed Charter Amendment.

File No. 140507 Charter Amendment - Health Benefits for Former Redevelopment Agency and Successor Agency Employees

Charter Amendment (First Draft) to amend the Charter, Sections A8.428 and A8.432, to provide retiree healthcare benefits to employees who transferred to the City and County of San Francisco from the Redevelopment Agency of the City and County of San Francisco or the Successor Agency to the Redevelopment Agency of the City and County of San Francisco.

Please forward a copy of the actuarial report to me, as soon as it is available, at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

Your report must be received before it can be considered.

c: Norm Nickens, Retirement Board



City Hall Dr. Carlton B. Goodlett Place, Room 244 San Francisco 94102-4689 Tel. No. 554-5184 Fax No. 554-5163 TDD/TTY No. 554-5227

May 21, 2014

File No. 140507

Sarah Jones Environmental Review Officer Planning Department 1650 Mission Street, 4th Floor San Francisco, CA 94103

Dear Ms. Jones:

On May 13, 2014, Supervisor Cohen introduced the following proposed Charter Amendment for the November 4, 2014 Election:

File No. 140507

Charter Amendment (First Draft) to amend the Charter, Sections A8.428 and A8.432, to provide retiree healthcare benefits to employees who transferred to the City and County of San Francisco from the Redevelopment Agency of the City and County of San Francisco or the Successor Agency to the Redevelopment Agency of the City and County of the City and County of San Francisco.

This legislation is being transmitted to you for environmental review.

Angela Calvillo, Clerk of the Board PN

By: Alisa Miller, Committee Clerk Rules Committee

Attachment

c: John Rahaim, Director, Planning Department AnMarie Rodgers, Planning Department Aaron Starr, Planning Department Joy Navarrete, Environmental Planner Jeanie Poling, Environmental Planner



City Hall Dr. Carlton B. Goodlett Place, Room 244 San Francisco 94102-4689 Tel. No. 554-5184 Fax No. 554-5163 TDD/TTY No. 554-5227

MEMORANDUM

TO: Jason Elliott, Mayor's Office Jon Givner, Office of the City Attorney Naomi Kelly, City Administrator John St. Croix, Executive Director, Ethics Commission Tiffany Bohee, Executive Director, OCII Micki Callahan, Director, Department of Human Resources Catherine Dodd, Director, Health Service System Harvey Rose, Budget and Legislative Analyst

- FROM: Alisa Miller, Clerk, Rules Committee Board of Supervisors
- DATE: May 21, 2014
- SUBJECT: CHARTER AMENDMENT INTRODUCED November 4, 2014 Election

The Board of Supervisors' Rules Committee has received the following Charter Amendment for the November 4, 2014 Election, introduced by Supervisor Cohen on May 13, 2014. This matter is being referred to you in accordance with Rules of Order 2.22.4.

File No. 140507 Charter Amendment - Health Benefits for Former Redevelopment Agency and Successor Agency Employees

Charter Amendment (First Draft) to amend the Charter, Sections A8.428 and A8.432, to provide retiree healthcare benefits to employees who transferred to the City and County of San Francisco from the Redevelopment Agency of the City and County of San Francisco or the Successor Agency to the Redevelopment Agency of the City and County of San Francisco.

Please review immediately and submit any reports or comments you wish to be included with the legislative file.

If you have any questions or concerns, please call me at (415) 554-4447 or email: <u>alisa.miller@sfgov.org</u>. To submit documentation, please forward to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c: Debra Newman, Office of the Budget and Legislative Analyst Severin Campbell, Office of the Budget and Legislative Analyst Gabriela Loeza, Office of the Budget and Legislative Analyst

Prin	t Form	
	Introduction Form	
	By a Member of the Board of Supervisors or the Mayor	
I her	Time stamp or meeting date	
	1. For reference to Committee.	
	An ordinance, resolution, motion, or charter amendment. 2. Request for next printed agenda without reference to Committee.	
\square	3. Request for hearing on a subject matter at Committee.	
	4. Request for letter beginning "Supervisor] inquires"
	5. City Attorney request.	
	6. Call File No. from Committee.	
	7. Budget Analyst request (attach written motion).	
	8. Substitute Legislation File No.	
	9. Request for Closed Session (attach written motion).	
	10. Board to Sit as A Committee of the Whole.	
	11. Question(s) submitted for Mayoral Appearance before the BOS on	
Pleas	se check the appropriate boxes. The proposed legislation should be forwarded to the followi Small Business Commission Youth Commission Ethics Comm	
	Planning Commission Building Inspection Commission	n
Note:	For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative	
Spons	or(s):	
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The to	ext is listed below or attached:	
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	Signature of Sponsoring Supervisor:	hen
For	Clerk's Use Only:	

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