

File No. 200109

Committee Item No. 14  
Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight  
Board of Supervisors Meeting:

Date: February 20, 2020  
Date: \_\_\_\_\_

#### Cmte Board

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

#### OTHER

<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____

Prepared by: John Carroll  
Prepared by: John Carroll

Date: February 14, 2020  
Date: \_\_\_\_\_

1 [Settlement of Unlitigated Claim - Estate Research Associates - \$82,465.14]  
2  
3

4 **Resolution approving an updated settlement authority for the unlitigated claim filed by**  
5 **Estate Research Associates against the City and County of San Francisco for**  
6 **\$82,465.14; the claim was filed on January 26, 2018; the claim involves damages**  
7 **allegedly arising from the failure to properly administer two estates; Resolution**  
8 **No. 389-18 previously approved settlement up to \$80,000.**

9        WHEREAS, Estate Research Associates ("ERA") filed a claim on January 26, 2018,  
10 against the City and County of San Francisco; and

11        WHEREAS, The claim involves damages allegedly arising from the City's failure to  
12 properly administer two estates; and

13        WHEREAS, In Resolution No. 389-18, the Board of Supervisors previously authorized  
14 the City Attorney to settle the claim by payment up to \$80,000 based on estimated  
15 distributions by the Probate Court; and

16        WHEREAS, Actual distributions by the Probate Court increased the value of the claim  
17 to \$82,465.14; and

18        WHEREAS, As part of the settlement, ERA agrees to provide the City with a 60-day  
19 period to resolve future unclaimed estate disputes before Claimant files a Government Code  
20 claim; now, therefore, be it

21        RESOLVED, That pursuant to Administrative Code, Section 10.22, the Board of  
22 Supervisors hereby authorizes the City Attorney to settle the claim by payment of \$82,465.14  
23 to ERA.

1 APPROVED:

2 DENNIS J. HERRERA  
3 City Attorney

4   
5 MATTHEW J. ROTHSCHILD  
6 Chief of Claims Division

7 FUNDS AVAILABLE:

8   
9 BEN ROSENFIELD  
10 Controller

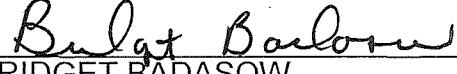
11  
12 n:\claim\cl2019\18-01629\01413413.docx

13 RECOMMENDED:

14 San Francisco Disability & Aging Services

15   
16 SHIREEN MCSPADDEN  
17 Executive Director

18 APPROVED:

19   
20 BRIDGET BADASOW  
21 Secretary  
22 San Francisco Disability & Aging Services  
23 Commission

# LEGISLATION RECEIVED CHECKLIST

Date

2/3/20

File Number (if applicable)

Legislation for Introduction (NEW)  
 Legislation Pending in Committee (AMENDED)  
 Legislation for Board Agenda (AMENDED)

►►► Legislative Clerk  
►►► Committee Clerk  
►►► Deputy Clerk

## Supervisor, Mayor, and Departmental Submittals

### Grant Ordinance

Legislation: Original, 1 hard copy, and 1 electronic copy in **Word** format  
 Signature: Department Head, Mayor or the Mayor's designee, plus the Controller  
 Supporting documents: 1 full set, and separate **pdf** copies of each in email  
 Cover letter (original)  
 Grant budget/application  
 Grant information form, including signed disability checklist  
 Letter of Intent or grant award letter from funding agency  
 Contract, Leases/Agreements (if applicable)  
 Ethics Form 126 (if applicable) in **Word** format  
 Other support documents as identified in the cover letter and legislation  
 E-Copy of legislation/supporting documents: Sent to **BOS.Legislation@sfgov.org**

RECEIVED BY  
BOARD OF SUPERVISORS  
FEB - 3 A 10 2020

### Ordinance

Legislation: Original, 1 hard copy, and 1 electronic copy in **Word** format  
 Signature: City Attorney (For Settlement of Lawsuits - City Attorney, Department Head, Controller, Commission Secretary)  
 Supporting documents: 1 full set, and separate **pdf** copies of each in email  
 Cover letter (original)  
 Settlement Report/Agreement (for settlements)  
 Other support documents as identified in the cover letter and legislation  
 E-Copy of legislation/supporting documents: Sent to **BOS.Legislation@sfgov.org**

### Grant Resolution

Legislation: Original, 1 hard copy, and 1 electronic copy in **Word** format  
 Signature: Department Head, Mayor or the Mayor's designee, plus the Controller  
 Supporting documents: 1 full set, and separate **pdf** copies of each in email  
 Cover letter (original)  
 Grant budget/application  
 Grant information form, including signed disability checklist  
 Letter of Intent or grant award letter from funding agency  
 Contract, Leases/Agreements (if applicable)  
 Ethics Form 126 (if applicable) in **Word** format  
 Other support documents as identified in the cover letter and legislation  
 E-Copy of legislation/supporting documents: Sent to **BOS.Legislation@sfgov.org**

### Resolution

Legislation: Original, 1 hard copy, and 1 electronic copy in **Word** format  
 Signature: None (Note: Required for Settlement of Claims - City Attorney, Department Head, Controller, Commission Secretary)  
 Supporting documents: 1 full set, and separate **pdf** copies of each in email  
 Cover letter (original)  
 Settlement Report/Agreement (for settlements)  
 Other support documents as identified in the cover letter and legislation  
 E-Copy of legislation/supporting documents: Sent to **BOS.Legislation@sfgov.org**

Name and Telephone Number

Joy Perez 554-3869

Department

City Attorney