

File No. 140870

Committee Item No. 12

Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Rules

Date September 18, 2014

Board of Supervisors Meeting

Date \_\_\_\_\_

#### Cmte Board

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

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

Completed by: Alisa Miller Date September 12, 2014

Completed by: \_\_\_\_\_ Date \_\_\_\_\_

1 [Settlement of Claim - Lisa Howe - \$35,000]

2

3 **Resolution approving the settlement of the unlitigated claim filed by Lisa Howe against**  
4 **the City and County of San Francisco for \$35,000; claim was filed on October 17, 2013.**

5

6 WHEREAS, Lisa Howe filed a claim on October 17, 2013, against the City and County  
7 of San Francisco for personal injury; and

8 WHEREAS, The Department of Public Works of the City and County of San Francisco  
9 has recommended settlement of said claim by payment of \$35,000; now therefore, be it

10 RESOLVED, That pursuant to Administrative Code, Section 10.22, the Board of  
11 Supervisors hereby authorizes the City Attorney to settle and compromise the claim by  
12 payment of \$35,000.

13

14

15

16

17

18

19

20

21

22

23


24

25

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25

APPROVED:

DENNIS J. HERRERA  
City Attorney

  
MATTHEW J. ROTHSCHILD  
Chief of Claims Division

FUNDS AVAILABLE:

  
BEN ROSENFELD  
Controller

RECOMMENDED:

DEPARTMENT OF PUBLIC WORKS

  
MOHAMMED NURU  
Director of Department of Public Works

n:\claim\cl2014\14-00850\00934904.doc

Index Code: 975016      Sub Object: 05312

# LEGISLATION RECEIVED CHECKLIST

Date 7/28/14

File Number (if applicable) \_\_\_\_\_

- |                                     |  |                                |
|-------------------------------------|--|--------------------------------|
| <input checked="" type="checkbox"/> | Legislation for Introduction (NEW)         | ▶▶▶ Legislation Clerk          |
| <input type="checkbox"/>            | Legislation Pending in Committee (AMENDED) | ▶▶▶ Committee Clerk            |
| <input type="checkbox"/>            | Legislation for Board Agenda (AMENDED)     | ▶▶▶ Dep Clerk, Legislative Div |

## Supervisor, Mayor, and Departmental Submittals

### Grant Ordinance

- Legislation:** Original and 2 hard copies and 1 electronic copy in word format
- Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
- Back-up materials:** 2 full sets (see below) and 1 electronic copy in pdf format\*
  - Cover letter (original and 1 hard copy)
  - Grant budget/application
  - Grant information form, including disability checklist
  - Letter of Intent or grant award letter from funding agency
  - Contract, Leases/Agreements (if applicable)
  - Ethics Form 126 (if applicable)\*Word format
- E-Copy of legislation/back-up materials: Sent to BOS.Legislation@sfgov.org**

### Ordinance

- Legislation:** Original and 2 hard copies and 1 electronic copy in word format
- Signature:** City Attorney (For Settlement of Lawsuits - City Attorney, Department Head, Controller, Commission Secretary)
- Back-up materials:** 2 hard copies (see below) and 1 electronic copy in pdf format
  - Cover letter (original and 1 hard copy)
  - Settlement Report/Agreement (for settlements)
  - Other (Explain)
- E-Copy of legislation/back-up materials: Sent to BOS.Legislation@sfgov.org**

### Grant Resolution

- Legislation:** Original and 2 hard copies and 1 electronic copy in word format
- Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
- Back-up materials:** 2 hard copies (see below) and 1 electronic copy in pdf format\*
  - Cover letter (original and 1 hard copy)
  - Grant budget/application
  - Grant information form, including disability checklist
  - Letter of Intent or grant award letter from funding agency
  - Contract, Leases/Agreements (if applicable)
  - Ethics Form 126 (if applicable)\*Word format
- E-Copy of legislation/back-up materials: Sent to BOS.Legislation@sfgov.org**

### Resolution

- Legislation:** Original and 2 hard copies and 1 electronic copy in word format
- Signature:** None (Required for Settlement of Claims - City Attorney, Department Head, Controller, Commission Secretary)
- Back-up materials:** 2 full sets (see below) and 1 electronic copy in pdf format
  - Cover letter (original and 1 hard copy)
  - Settlement Report/Agreement (for settlements)
  - Other (Explain)
- E-Copy of legislation/back-up materials: Sent to BOS.Legislation@sfgov.org**

Name and Telephone Number

Joy Perez 554-3869

Department

City Attorney