

File No. 191239

Committee Item No. 17

Board Item No. 16

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight

Date: January 16, 2020

Board of Supervisors Meeting:

Date: January 28, 2020

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- DRAFT Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER

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Prepared by: John Carroll

Date: January 10, 2020

Prepared by: John Carroll

Date: January 16, 2020

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[Settlement of Unlitigated Claim - Ho Tan and Lionel Tan - \$47,000]

Resolution approving the settlement of the unlitigated claim filed by Ho Tan and Lionel Tan against the City and County of San Francisco for \$47,000; the claim was filed on June 20, 2017; the claim involves flooding damage during major rainstorms.

WHEREAS, Ho Tan and Lionel Tan filed a claim on June 20, 2017, against the City and County of San Francisco; and

WHEREAS, The claim involves flooding damage during major rainstorms; and

WHEREAS, The San Francisco Public Utilities Commission has recommended settlement of the claim by payment of \$47,000; now, therefore, be it

RESOLVED, That pursuant to Administrative Code, Section 10.22, the Board of Supervisors hereby authorizes the City Attorney to settle and compromise the claim by payment of \$47,000.

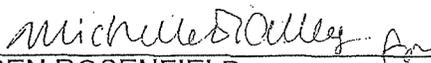
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APPROVED:

DENNIS J. HERRERA
City Attorney

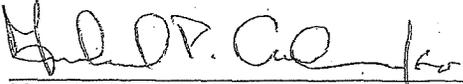

CHERYL ADAMS
Chief Trial Deputy

FUNDS AVAILABLE:

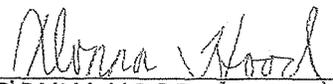

BEN ROSENFELD
Controller

RECOMMENDED:

PUBLIC UTILITIES COMMISSION


HARLAN L. KELLY, JR.
General Manager

APPROVED:


DONNA HOOD
Secretary, Public Utilities Commission

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LEGISLATION RECEIVED CHECKLIST

Date 12/6/19 File Number (if applicable) _____

- Legislation for Introduction (NEW) ▶▶▶ Legislative Clerk
- Legislation Pending in Committee (AMENDED) ▶▶▶ Committee Clerk
- Legislation for Board Agenda (AMENDED) ▶▶▶ 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
 BOARD OF SUPERVISORS
 SAN FRANCISCO
 2019 DEC -6 AM 11:15
 SK

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**

Joy Perez 554-3869 City Attorney
 Name and Telephone Number Department

Clerk's Office/Foms/Legislation Received Checklist (1/2015) for more help go to: sfbos.org/about-the-board/general/legislative-process-handbook