

File No. 230360

Committee Item No. \_\_\_\_\_

Board Item No. 40

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: \_\_\_\_\_

Date: \_\_\_\_\_

Board of Supervisors Meeting

Date: May 9, 2023

#### 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
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

#### OTHER

- Report of Cost - 3/29/23
- Public Works Order No. 207889
- Public Works Posting Template Sample
- Public Works Mailing Letter Sample
- Public Works Letter - 3/30/23
- Public Works Memo - 4/3/23
- Report of Cost - 5/4/23
- \_\_\_\_\_
- \_\_\_\_\_

Prepared by: Lisa Lew

Date: May 5, 2023

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

1 [Report of Assessment Costs for Blighted Properties - Accelerated Sidewalk Abatement  
2 Program]

3 **Resolution approving report of assessment costs submitted by the Director of Public**  
4 **Works for inspection and/or repair of blighted properties ordered through the**  
5 **Accelerated Sidewalk Abatement Program, ordered to be performed by said Director**  
6 **pursuant to the provisions of Administrative Code, Chapter 80, the costs thereof**  
7 **having been paid for out of a blight abatement fund.**

8  
9 WHEREAS, Pursuant to the provisions of Administrative Code, Chapter 80, the  
10 Director of Public Works did cause the correction of blighted conditions at various locations  
11 where the obligation to perform such correction is that of the property owners; and

12 WHEREAS, The Director of Public Works considered objections to inspection fees and  
13 sidewalk maintenance and repair activities pursuant to the provisions of Administrative Code,  
14 Chapter 80; and

15 WHEREAS, By Public Works Order No. 207889, the Director of Public Works approved  
16 a Report of Assessment Costs for inspection and/or repair of blighted properties ordered  
17 through the Accelerated Sidewalk Abatement Program, the costs thereof having been paid for  
18 by the City and County out of the Accelerated Sidewalk Abatement Program Blight Abatement  
19 Fund; and

20 WHEREAS, On May 9, 2023, the Board of Supervisors held a duly-noticed public  
21 hearing to consider the report of assessment costs; and

22 WHEREAS, Following the public hearing the Board of Supervisors made any  
23 corrections, revisions, or modifications to the report as it deems necessary; now, therefore, be  
24 it

25

1 RESOLVED, The Board does hereby confirm said Report of Assessment costs  
2 described in Public Works Order No. 207889; and, be it

3 FURTHER RESOLVED, That a copy of this resolution and a copy of said itemized  
4 Report of Assessment Costs confirmed by the Board shall be transmitted to the Controller and  
5 Tax Collector of the City and County, whereupon it shall be the duty of said officers to add the  
6 amount of each assessment to the next regular bill for taxes levied against each respective  
7 parcel of land, and thereafter each said amount shall be collected at the same time and in the  
8 same manner as ordinary City and County taxes are collected, and shall be subject to the  
9 same procedure under foreclosure and sale in case of delinquency as provided for ordinary  
10 taxes of the City and County; and, be it

11 FURTHER RESOLVED, That all monies received in payment of the assessments shall  
12 be credited to the Blight Abatement Fund provided for in the Administrative Code, Chapter 80.

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1 Accelerated Sidewalk Abatement Program Blight Abatement Fund (Fund 13980, Department  
2 229902, Project 10032641, Authority 17435, Activity 0032).

5 RECOMMENDED:

APPROVED:

8 \_\_\_\_\_  
9 /s/   
10 Nicolas Huff  
11 Bureau Manager  
12 Bureau of Street-Use & Mapping

8 \_\_\_\_\_  
9 /s/   
10 Carla Short  
11 Interim Director of Public Works

Report of Cost as of March 29, 2023  
 Accelerated Sidewalk and Abatement Program  
 Special Assessment for FY 23-24 Property Tax Bill

BOS District	Block	Lot	Reference No.	Number	Street Name	Location Description	Invoice Date	Invoice No.	Amount	Balance	12% Admin Fee	Property Bill
02	1079	004	ASAPPO 1177784	2230	GEARY BLVD	2230 GEARY BLVD	3/1/2022	346062	\$353.00	\$353.00	\$42.36	\$395.36
02	1071	003	ASAPPO 1226831	2670	GEARY BLVD	2670 GEARY BLVD	9/14/2022	363383	\$362.00	\$362.00	\$43.44	\$405.44
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06	3727	168	ASAPPO 1226918	1145	MISSION ST	1145 MISSION ST	9/14/2022	363399	\$362.00	\$362.00	\$43.44	\$405.44
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09	5642	050	ASAPPO 1116550	3355	MISSION ST	3355 MISSION ST	10/28/2022	366953	\$362.00	\$362.00	\$43.44	\$405.44
09	5514	034	ASAPPO 1217035	648	PRECITA AVE	648 PRECITA AVE	3/8/2022	347006	\$353.00	\$353.00	\$42.36	\$395.36
11	7048	028	7048028 : ASAPNTR 1097936	144	LAKEVIEW AVE	144 LAKEVIEW AVE	9/1/2017	210417	\$7,360.50	\$4,249.41	\$509.93	\$4,759.34

**TOTAL**                      **\$9,625.41**      **\$1,155.05**      **\$10,780.46**



San Francisco Public Works  
General – Director's Office  
49 South Van Ness Ave., Suite 1600  
San Francisco, CA 94103  
(628) 271-3160 [www.SFPublicWorks.org](http://www.SFPublicWorks.org)

**Public Works Order No: 207889**

CITY AND COUNTY OF SAN FRANCISCO  
SAN FRANCISCO PUBLIC WORKS

REPORT TO THE BOARD OF SUPERVISORS ON ASSESSMENT COSTS FOR INSPECTION FEES AND ABATEMENT ACTION ON BLIGHTED PROPERTIES AT VARIOUS LOCATIONS, AND TRANSMITTING RESOLUTION TO SAID BOARD CONFIRMING SAID REPORT.

PURSUANT TO THE PROVISIONS OF CHAPTER 80 OF THE ADMINISTRATIVE CODE, THE DIRECTOR OF PUBLIC WORKS DID CAUSE THE CORRECTION OF BLIGHTED SIDEWALK CONDITIONS AT VARIOUS LOCATIONS WHERE THE OBLIGATION TO PERFORM SUCH CORRECTION IS THAT OF THE PROPERTY OWNERS.

IN ACCORDANCE WITH CHAPTER 80 OF THE ADMINSTRATIVE CODE, EACH OF THE ASSESSMENTS INCLUDES THE EXPENSE OF THE WORK THEREOF TO COVER THE COST OF CITY ADMINISTRATION.

THE OWNERS LISTED HAVE REQUESTED THE CITY TO PERFORM THE CORRECTION AND PLACE THE COST OF THE INSPECTION AND / OR WORK AS AN ASSESSMENT ON THEIR PROPERTY TAXES, OR HAVE OTHERWISE FAILED, REFUSED, OR NEGLECTED TO REIMBURSE THE CITY FOR THE COST OF THE INSPECTION AND / OR WORK. THEREFORE, IT IS RECOMMENDED THAT PURSUANT TO PROVISIONS OF CHAPTER 80 OF THE ADMINISTRATIVE CODE, THAT THE BOARD OF SUPERVISORS ATTACH THE ASSESSED COSTS ONTO THE PROPERTY TAX BILLS OF THE AFOREMENTIONED PROPERTIES.

ALSO PURSUANT TO CHAPTER 80 OF THE ADMINISTRATIVE CODE, PRIOR TO THE ATTACHMENT OF THE ASSESSED COSTS ONTO THE PROPERTY TAX BILLS OF THE AFOREMENTIONED LOCATIONS, THIS DEPARTMENT REQUESTS THE BOARD OF SUPERVISORS SCHEDULE A HEARING TO REVIEW THIS REPORT, AND HEAR ANY OBJECTIONS WHICH MAY BE RAISED BY ANY PROPERTY OWNER LIABLE TO BE ASSESSED FOR THE EXPENSE DESCRIBED IN THIS REPORT.

TRANSMITTED HERewith FOR THE BOARD'S CONSIDERATION IS THE FOLLOWING:

1. PROPOSED RESOLUTION CONFIRMING THE REPORT OF ASSESSMENT COSTS OF INSPECTIONS AND / OR REPAIRS AT THE STATED LOCATIONS
2. ATTACHMENT OF THESE COSTS ONTO THE PROPERTY TAX BILLS FOR THOSE SAME LOCATIONS.

X

DocuSigned by:

*Nicolas Huff*

Huff, Nicolas C0A758C115B741C...

Bureau Manager

X

DocuSigned by:

*Albert Ko*

Ko, Albert J 281DC30E04CF41A...

Deputy Director and City Engineer

X

DocuSigned by:

*Carla Short*

073CF73A4EA6486...

Short, Carla

Interim Director of Public Works



Street-Use and Mapping

T. 628.271.2000 | 49 South Van Ness Ave. 3rd Floor, San Francisco, CA 94103

**NOTICE OF BOARD OF SUPERVISORS PUBLIC HEARING**

April 25, 2023

**Location:** [REDACTED]  
**Block/Lot:** [REDACTED]  
**Notice To Repair #:** [REDACTED]

Pursuant to the provisions of Chapter 80 of the Administrative Code, the property owner is responsible to correct blighted conditions, including the repair of the sidewalk area fronting the property. Upon notification by the City to correct the blighted condition, you as the property owner were invoiced a blight inspection fee, and / or have agreed to have the City perform the work, or did not make the needed repairs by the time specified. As a result, the City has repaired the sidewalks and invoiced you for the inspections and repairs.

As the invoice for the blight inspection fees and / or sidewalk repairs is still outstanding, either by agreement to have the cost of inspection and / or repairs placed as an assessment or by nonpayment of the invoice, you are hereby notified of a hearing before the Board of Supervisors to place these costs as an assessment on your property taxes. Please note that this process will incur an extra 12% of the amount of the unpaid invoice as an administrative fee.

The hearing will be scheduled as follows:

**Hearing Date:** Tuesday, May 9, 2023  
**Time:** 4:00 PM  
**Location:** Board of Supervisors' Legislative Chamber  
City Hall, Room 250  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689  
**Board's Website:** <http://www.sfbos.org/index.aspx?page=2314>

**You may choose to pay the invoice before the hearing date to avoid the 12% administrative fee. Your invoice will be mailed to you within one (1) week.**

Please remit payment to the address below.

Payment by Cashier's Check	Pay Online
San Francisco Public Works Bureau of Street-Use and Mapping 49 South Van Ness Ave., Suite 300 San Francisco, CA 94103 Attn: ASAP BOS 2023  <b><u>NOTE: CASHIER'S CHECK ONLY.</u></b> <b><u>NO PERSONAL CHECKS ACCEPTED.</u></b>	<a href="http://bsm.sfdpw.org">http://bsm.sfdpw.org</a> click on "Pay/Manage Invoices" Enter Invoice [REDACTED] in Search Box



## Accessible Meeting Information

Hearings will be held at City Hall, #1 Dr. Carlton B. Goodlett Place, 2nd floor. Accessible seating for persons with disabilities, including those using wheelchairs will be available.

The closest accessible BART Station is Civic Center, located at the intersection of Market and 8th Streets, three blocks from City Hall. Accessible MUNI bus lines serving the City Hall area are: 5 Fulton, 6 Parnassus, 9 San Bruno, 19 Polk, 21 Hayes, 47 Van Ness, 49 Van Ness-Mission, and 71 Haight/Noriega. Accessible MUNI Metro lines are: F, J, K, L, M, N, T (exit at Civic Center or Van Ness Stations). Further information about MUNI accessible services can be obtained at [www.sfmta.com](http://www.sfmta.com) or by telephoning MUNI Routes and Schedules at 3-1-1 or at (415) 673-6864.

Accessible curbside parking is available on Dr. Carlton B. Goodlett Place, Grove Street, McAllister Street, and Van Ness Avenue. There is also accessible parking in the vicinity of City Hall at Civic Center Plaza and adjacent to Davies Hall and the War Memorial Complex.

Minutes of the meeting are available in alternative formats. If you require the use of a reader during the meeting, American Sign Language interpreters, and/or a sound enhancement system, please call DPW's Accessibility Access Coordinator at 557-4685 at least 72 hours prior to the hearing.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our accessibility hotline at 557-4685 to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

### **Know Your Rights Under the Sunshine Ordinance**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, Boards, Councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

For more information on your rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code) or to report a violation of the ordinance, contact Sunshine Ordinance Task Force: City Hall Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102; phone (415) 554-7724, fax (415) 554-7854 or E-mail [sotf@sfgov.org](mailto:sotf@sfgov.org).

### **Lobbyist Registration and Reporting Requirements**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code 2.100, et. seq.] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission: 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; phone (415) 252-3100; fax (415) 252-3112; or website: <https://sfethics.org/>.

### **Language Interpreters**

Requests must be received at least 48 hours in advance of the hearing to ensure availability.

ESPAÑOL: La solicitud de un intérprete debe recibirse 48 horas antes de la reunión.

中文: 如需即時傳譯, 請於會議前最少四十八小時通知



Street-Use and Mapping

T. 628.271.2000 | 49 South Van Ness Ave. 3rd Floor, San Francisco, CA 94103



April 25, 2023

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**Note: ONLY ONLINE PAYMENTS OR CASHIER'S CHECKS WILL BE ACCEPTED. NO PERSONAL CHECKS.**

Payment by Cashier's Check	Pay Online
San Francisco Public Works Bureau of Street-Use and Mapping 49 South Van Ness Ave., Suite 300 San Francisco, CA 94103 Attn: ASAP BOS 2023  <b><u>NOTE: CASHIER'S CHECK ONLY.</u></b>	<a href="http://bsm.sfdpw.org">http://bsm.sfdpw.org</a> click on "Pay/Manage Invoices" Enter Invoice # [Redacted] in Search Box

If you have questions regarding this invoice, please contact Christina Low at [Christina.Low@sfdpw.org](mailto:Christina.Low@sfdpw.org) or (628) 271-2125.

Please detach and return this portion with your mailed in payment.

NOTICE #	BLOCK/LOT	SITE LOCATION	
[Redacted]	[Redacted]	[Redacted]	
PROPERTY OWNER			
[Redacted]			
1 <sup>st</sup> INVOICE DATE	INVOICE #	TOTAL AMOUNT	BALANCE DUE
[Redacted]	[Redacted]	[Redacted]	[Redacted]

**Make Payment To:**  
SAN FRANCISCO PUBLIC WORKS  
49 SOUTH VAN NESS, SUITE 300  
SAN FRANCISCO, CA 94103  
ATTN: ASAP BOS 2023

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**Carla Short, Interim Director** | Director's Office

carla.short@sfdpw.org | T. 628.271.3078 | 49 South Van Ness Ave. Suite 1600, San Francisco, CA 94103

March 30, 2023

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

Subject: Report of Assessment Costs for Sidewalk and Curb Repairs through the Public Works Accelerated Sidewalk Abatement Program

Dear Members of the Board:

The California State Highway Code Section 5611 and San Francisco Public Works Code Section 706 require property owners to maintain the sidewalk adjacent to their property. The Department of Public Works performs sidewalk inspections and notifies property owners of sidewalk defects that need to be repaired and for which they are responsible.

Although property owners are first notified of sidewalk defects for which they are responsible and are provided thirty (30) days within which to take action, if they do not timely address the identified deficiencies, a second inspection will be performed, and property owners will be referred to the Accelerated Sidewalk Abatement Program ("ASAP") and assessed inspection fees pursuant to Chapter 80 of the Administrative Code.

Under ASAP, property owners may elect to have City contractors perform the abatement work and have both the inspection fees and repair costs placed on their property tax.

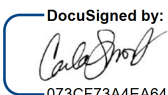
Alternatively, if a property owner does not request City abatement and fails to repair the defects themselves, the City may repair the sidewalk and bill the property owner for inspection fees and the repair costs. If the property owner fails to pay the bill pursuant to the provisions of Administrative Code, Chapter 80, Public Works will submit an assessment for the outstanding amount to the Board of Supervisors for consideration to include in the next regular tax bill.

Enclosed for your review and approval are:

1. A list of properties that have either chosen to have the City perform repairs and have the costs placed on their property tax and/or property owners who have failed to reimburse the City for sidewalk inspection and repair fees.
2. A Resolution confirming the Order. Public Works communicated with property owners throughout the year to allow them the opportunity to dispute the area required for repair and associated costs prior to proceeding with repairs.

Please calendar this item for consideration.

Sincerely,

DocuSigned by:  
  
073CF73A4EA6486...  
Carla Short

Interim Director of Public Works

Attachments: As noted above.



**Street-Use and Mapping**

T. 628.271.2000 | 49 South Van Ness Ave. 3rd Floor, San Francisco, CA 94103

April 3, 2023

**TO:** Jocelyn Wong  
Legislative Clerk  
Board of Supervisors  
1 Dr. Carlton B. Goodlett Place, City Hall, Room 244

**FROM:** Christina Low  
Administrative Analyst  
Bureau of Street-Use and Mapping  
San Francisco Public Works  
49 South Van Ness, Suite 300  
(628) 271-2125

**SUBJECT:** Submission for May 9, 2023 BOS Hearing regarding the  
Accelerated Sidewalk Abatement Program (ASAP) Assessments:

- 1) Letter from Interim Public Works Director
- 2) Resolution (2 attachments – Signed PDF & Word)
- 3) Report of Assessment Costs (2 attachments – 1 PDF & 1 excel with mailing information)
- 4) Public Works Order No. 207889
- 5) Motion to Sit
- 6) BOS Notice of Public Hearing

Additional documents for Reference:

- 7) Sample Notice of Board of Supervisors Public Hearing (Posting)
- 8) Sample Notice of Board of Supervisors Public Hearing (Mailing)

**Total Number of Attachments:** 11 (including cover page)

Report of Cost as of May 4, 2023  
 Accelerated Sidewalk and Abatement Program  
 Special Assessment for FY 23-24 Property Tax Bill

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<b>TOTAL</b>										<b>\$8,195.41</b>	<b>\$983.45</b>	<b>\$9,178.86</b>