

File No. 131238

Committee Item No. 2

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

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date January 15, 2014

Board of Supervisors Meeting

Date \_\_\_\_\_

#### Cmte Board

- |                                     |                          |  |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/> | Motion                                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Resolution                                   |
| <input checked="" 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 checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Airport Commission Resolution No. 13-0241</u> |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____  |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____  |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____  |
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Completed by: Linda Wong Date January 10, 2014

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

1 [Approval of Donations - Airport Capital Improvement Promotion and Event Fund - \$400,000]

2  
3 **Resolution approving donations of \$100,000 or greater, totaling \$400,000, to the Airport**  
4 **Capital Improvement Promotion and Event Fund from The Boeing Company, Hensel**  
5 **Phelps Construction Co., and United Airlines, Inc., pursuant to Administrative Code,**  
6 **Section 10.100-18.**

7  
8 WHEREAS, By Ordinance No. 267-13, adopted by the Board of Supervisors on  
9 November 19, 2013, established the Airport Capital Improvement Promotion and Event Fund;  
10 and

11 WHEREAS, The Ordinance requires Board of Supervisors' approval by Resolution of  
12 all donations to the Fund of \$100,000 or greater; and

13 WHEREAS, On November 12, 2013, by Resolution No. 13-0241, the Airport  
14 Commission acknowledged anticipated donations of \$100,000 or greater from The Boeing  
15 Company, Hensel Phelps Construction Co., and United Airlines, Inc., totaling \$400,000 for  
16 partial use on events and promotions relating to the opening of the Airport's new Terminal 3,  
17 Boarding Area E project; and

18 WHEREAS, The Airport Commission directed staff to forward anticipated donations to  
19 the Board of Supervisors for approval by Resolution; now, therefore, be it

20 RESOLVED, That this Board of Supervisors approves by Resolution the donations of  
21 \$100,000 or greater from The Boeing Company, Hensel Phelps Construction Co., and United  
22 Airlines, Inc., totaling \$400,000 to the Airport Capital Improvement Promotion and Event Fund.



RECEIVED  
BOARD OF SUPERVISORS  
San Francisco International Airport  
SAN FRANCISCO

2013 DEC 24 PM 12:51

December 23, 2013

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

\_\_\_\_\_ *J*

Subject: Approval of Donations of \$100,000 or Greater to the Airport Capital Improvement Promotion and Event Fund from The Boeing Company, Hensel Phelps Construction Co. and United Airlines, Inc. totaling \$400,000.

Dear Ms. Calvillo,

Pursuant to Administrative Code Section 10.100-18, which established the Airport Capital Improvement Promotion and Event Fund, I am forwarding for the Board of Supervisor's approval, a resolution approving donations of \$100,000 or greater to the Airport Capital Improvement Promotion and Event Fund from The Boeing Company, Hensel Phelps Construction Co. and United Airlines, Inc. totaling \$400,000. The Airport Commission has approved the donations by adopting Resolution No. 13-0241 on November 12, 2013.

Two sets of the following documents are enclosed for review:

- Board of Supervisors Resolution;
- Approved Airport Commission Resolution No. 13-0241 and Memorandum to the Airport Commission recommending Resolution No. 13-0241;
- Approved Board of Supervisors Ordinance No. 267-13 establishing the Airport Capital Improvement Promotion and Event Fund; and
- Proposed Budget for Terminal 3 Boarding Area E promotional events

Please contact Cathy Widener, Airport Governmental Affairs at 650-821-5023 if you have any questions or concerns regarding this matter.

Very truly yours,

*Cathy Widener*  
Jean Caramatti  
Commission Secretary

Enclosures

AMENDED IN COMMITTEE

10/30/13

FILE NO. 130799

ORDINANCE NO. 267-13

1 [Administrative Code - Airport Capital Improvement Promotion and Event Fund]

2  
3 **Ordinance amending San Francisco Administrative Code, Section 10.100-18, to**  
4 **establish a special fund to receive donations and authorize expenditures for the**  
5 **purpose of holding events to promote the opening of major capital improvement**  
6 **projects at the San Francisco International Airport; and deleting obsolete provisions.**

7 NOTE: Additions are single-underline italics Times New Roman;  
8 deletions are ~~strike-through italics Times New Roman~~.  
9 Board amendment additions are double-underlined;  
10 Board amendment deletions are ~~strikethrough-normal~~.

11 Be it ordained by the People of the City and County:

12  
13 Section 1. The San Francisco Administrative Code is hereby amended by amending  
14 Section 10.100-18, to read as follows:

15 SEC. 10.100-18. AIRPORT ~~TERMINAL 2~~ CAPITAL IMPROVEMENT PROMOTION AND  
16 EVENT FUND.

17 (a) Establishment of the Airport ~~Terminal 2~~ Capital Improvement Promotion and Event  
18 Fund. Airport ~~Terminal 2~~ Capital Improvement Promotion and Event Fund is hereby  
19 established as a category six fund for the purpose of receiving all donations of money,  
20 property and personal services which may be offered to the City and County of San Francisco  
21 through the Airport for the uses described in subsection (b).

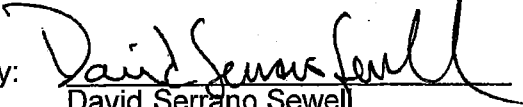
22 (b) Use of the Airport ~~Terminal 2~~ Capital Improvement Promotion and Event Fund.  
23 Money, property and personal services comprising the Fund shall be used and expended for  
24 such purposes as will be determined in the sole discretion of the Airport Commission to assist  
25

1 in promotional events and community outreach activities associated with the opening of ~~the~~  
2 ~~newly renovated Terminal 2~~ capital improvements of the San Francisco International Airport.  
3 The Fund shall have a separate accounting for each capital improvement project as  
4 determined by the Airport Commission.

5 (c) Exceptions to Fund Category. Money, property and personal services comprising  
6 the Airport ~~Terminal 2~~ Capital Improvement Promotion and Event Fund shall be expended ~~for~~  
7 to promote the capital improvement project for which the donation was made, such purposes  
8 as will be determined in at the sole discretion of the Airport Commission. Any unexpended  
9 balances remaining in the Fund when it expires on December 31, 2014~~23~~ shall be deposited  
10 in the City's General Fund.

11 (d) Administration of Fund. The Airport Director shall submit to the Board of  
12 Supervisors and the Budget Analyst on an ~~bi-monthly~~ quarterly annual basis written reports of  
13 revenues to and expenditures from the Airport ~~Terminal 2~~ Capital Improvement Promotion and  
14 Event Fund during the ~~bi-monthly~~ quarterly annual period covered by the report. This fund  
15 shall expire on December 31, 2014~~23~~. Acceptance of donations of \$100,000 or greater shall  
16 require Board of Supervisors approval by resolution.

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

19 By:   
20 David Serrano Sewell  
21 Deputy City Attorney

22 n:\air\as2013\9690155\00882873.doc  
23  
24  
25



**City and County of San Francisco**  
**Tails**  
**Ordinance**

City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

**File Number:** 130799

**Date Passed:** November 19, 2013

Ordinance amending the Administrative Code, Section 10.100-18, to establish a special fund to receive donations and authorize expenditures for the purpose of holding events to promote the opening of major capital improvement projects at the San Francisco International Airport; and deleting obsolete provisions.

October 30, 2013 Budget and Finance Committee - AMENDED, AN AMENDMENT OF THE WHOLE BEARING SAME TITLE

October 30, 2013 Budget and Finance Committee - RECOMMENDED AS AMENDED

November 05, 2013 Board of Supervisors - PASSED, ON FIRST READING

Ayes: 11 - Avalos, Breed, Campos, Chiu, Cohen, Farrell, Kim, Mar, Tang, Wiener and Yee

November 19, 2013 Board of Supervisors - FINALLY PASSED

Ayes: 11 - Avalos, Breed, Campos, Chiu, Cohen, Farrell, Kim, Mar, Tang, Wiener and Yee

File No. 130799

I hereby certify that the foregoing Ordinance was FINALLY PASSED on 11/19/2013 by the Board of Supervisors of the City and County of San Francisco.

for Angela Calvillo  
Clerk of the Board

  
Mayor

11/27/13

Date Approved

**AIRPORT COMMISSION**

**CITY AND COUNTY OF SAN FRANCISCO**

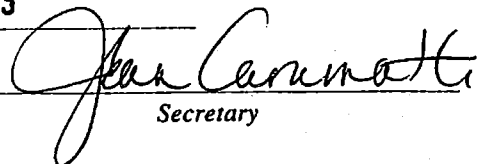
**RESOLUTION NO. 13 0241**

**APPROVE THE ACCEPTANCE AND EXPENDITURE OF DONATIONS OF \$100,000 OR GREATER TO THE AIRPORT CAPITAL IMPROVEMENT PROMOTION AND EVENT FUND FROM THE BOEING COMPANY, HENSEL PHELPS CONSTRUCTION CO. AND UNITED AIRLINES, AND DIRECT THE COMMISSION SECRETARY TO SEEK APPROVAL FROM THE BOARD OF SUPERVISORS PURSUANT TO ADMINISTRATIVE CODE SECTION 10.100-18 WHICH ESTABLISHED THE AIRPORT CAPITAL IMPROVEMENT PROMOTION AND EVENT FUND**

- WHEREAS, Airport Commission Resolution 13-0167 recommended that the Board of Supervisors adopt an ordinance establishing a special fund to receive donations to offset the costs of Airport special events related to the opening of major Capital Improvement Plan projects, and authorizing the Airport Commission to make expenditures from the fund for that purpose; and
- WHEREAS, the proposed Airport Capital Improvement Promotion and Event Fund ordinance (File No. 13-0799) was submitted to the Board of Supervisors and passed by the Finance Committee on October 30, 2013; and
- WHEREAS, the ordinance establishing the Airport Capital Improvement Promotion and Event Fund requires two readings before the full Board of Supervisors which are expected to occur on November 5, 2013 and November 19, 2013; and
- WHEREAS, the proposed ordinance requires Board of Supervisors' approval by resolution of all donations to the Fund of \$100,000 or greater; and
- WHEREAS, the Airport anticipates donations of \$100,000 or greater from The Boeing Company, Hensel Phelps Construction Co. and United Airlines, Inc.; now, therefore, be it
- RESOLVED, that this Commission hereby directs the Commission Secretary to seek approval from the Board of Supervisors to accept and expend these donations of \$100,000 or greater in conformance with the proposed amended Administrative Code Section 10.100-18, establishing the Airport Capital Improvement Promotion and Event Fund.

*I hereby certify that the foregoing resolution was adopted by the Airport Commission  
at its meeting of* \_\_\_\_\_

**NOV 12 2013**

  
Secretary

**PROJECTED SFO TERMINAL 3/BOARDING AREA E OPENING EVENTS BUDGET**

Estimated Budget for Boarding Area E opening events as of August 1, 2013

CATEGORY	GENERAL	SPONSOR PREVIEW	FAMILY	GALA	TOTAL
COUNT		150	5,000	500	5,650
HARD COSTS					
PAPER AND PROD	\$15,000	\$3,000	\$9,750	\$16,000	\$43,750
ENTERTAINMENT/TECHNICAL		\$7,500	\$46,000	\$65,500	\$119,000
FOOD SERVICE	\$-	\$17,400	\$5,435	\$125,502	\$148,337
BEVERAGE SERVICE	\$-	\$4,325	\$-	\$23,260	\$27,585
EQUIPMENT	\$-	\$2,075	\$6,000	\$25,000	\$33,075
DÉCOR	\$-	\$6,500	\$10,000	\$35,000	\$51,500
VENUE/LOGISTICS	\$2,000	\$2,700	\$12,300	\$32,200	\$49,200
PROMOTION	\$2,500	\$650	\$9,350	\$12,000	\$24,500
ADMINISTRATION	\$45,000	\$5,000	\$30,000	\$35,000	\$115,000
MARKETING AND DESIGN SERVICES	\$150,000				\$150,000
GRAND TOTAL	\$214,500	\$49,150	\$128,835	\$369,462	\$761,947