

File No. 151217 Committee Item No. 7  
Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight Date January 21, 2016

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 checked="" type="checkbox"/> | <input type="checkbox"/> | Introduction Form                            |
| <input 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)

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Completed by: Erica Major Date January 15, 2016  
Completed by: \_\_\_\_\_ Date \_\_\_\_\_

1 [Settlement of Unlitigated Claim - David Leung - \$62,290]

2  
3 **Resolution approving the settlement of the unlitigated claim filed by David Leung**  
4 **against the City and County of San Francisco for \$62,290; claim was filed on January 5,**  
5 **2015.**

6  
7 WHEREAS, David Leung filed a claim on January 5, 2015, against the City and County  
8 of San Francisco; and

9 WHEREAS, The Public Utilities Commission of the City and County of San Francisco  
10 has recommended settlement of said claim by payment of \$62,290; now, therefore, be it

11 RESOLVED, That pursuant to Administrative Code, Section 10.22, the Board of  
12 Supervisors hereby authorizes the City Attorney to settle and compromise the claim by  
13 payment of \$62,290.

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APPROVED:

DENNIS J. HERRERA  
City Attorney

*Matthew J. Rothschild*

MATTHEW J. ROTHSCHILD  
Chief of Claims Division

RECOMMENDED:

Public Utilities Commission

*Harlan L. Kelly, Jr.*

HARLAN L. KELLY, JR.  
General Manager

FUNDS AVAILABLE SUBJECT TO FINAL  
APPROVAL OF APPROPRIATIONS IN  
BOARD FILE NO. 151000:

APPROVED:

*Michelle A. Allen for*

BEN ROSENFELD  
Controller

*Donna Hood*

DONNA HOOD  
Secretary, Public Utilities Commission

n:\claim\cl2015\15-01552\01047526.doc

# LEGISLATION RECEIVED CHECKLIST

Date 11/23/15 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**

### 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  
Name and Telephone Number

City Attorney  
Department