

File No. 250854

Committee Item No. 1

Board Item No. 5

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date October 1, 2025

Board of Supervisors Meeting Date October 7, 2025

#### Cmte Board

- |                                     |                                     |                                              |
|-------------------------------------|-------------------------------------|----------------------------------------------|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input checked="" type="checkbox"/> | <input checked="" 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 checked="" type="checkbox"/> | Introduction Form                            |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
|                                     |                                     | • Public Works Letter 7/1/2025               |
|                                     |                                     | • REC Memo 7/9/2025                          |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU                                          |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input checked="" 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 checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Application                                  |
| <input type="checkbox"/>            | <input checked="" type="checkbox"/> | Public Correspondence                        |

#### OTHER (Use back side if additional space is needed)

- |                                     |                                     |                                                         |
|-------------------------------------|-------------------------------------|---------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>REC Commission Resolution No. 2503-005 3/20/2025</u> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>REC Presentation 10/1/2025</u>                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <u> </u>                                                |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <u> </u>                                                |
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| <input type="checkbox"/>            | <input type="checkbox"/>            | <u> </u>                                                |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <u> </u>                                                |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <u> </u>                                                |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <u> </u>                                                |
| <input type="checkbox"/>            | <input type="checkbox"/>            | <u> </u>                                                |

Completed by: Brent Jalipa Date September 25, 2025

Completed by: Brent Jalipa Date October 2, 2025

1 [Accept and Expend Grant - Dogpatch and Northwest Potrero Hill Green Benefit District -  
2 22nd Street Pathway Steps - \$580,000]

3 **Resolution authorizing the Recreation and Park Department (RPD) to accept and**  
4 **expend an in-kind grant from the Dogpatch and Northwest Potrero Hill Green Benefit**  
5 **District valued at approximately \$580,000 for the design and construction of the 22nd**  
6 **Street Trail Steps; and to authorize the General Manager of RPD to enter into**  
7 **modifications to the grant agreement that do not materially increase the obligations or**  
8 **liabilities to the City and are necessary to effectuate the purposes of the contract or**  
9 **this Resolution.**

10  
11 WHEREAS, The City, through the Recreation and Park Department (RPD), operates  
12 and maintains Potrero Hill Recreation Center, located between 22nd Street, Missouri Street,  
13 23rd Street and Arkansas Street, in Supervisorial District 10; and

14 WHEREAS, The unaccepted right-of-way on 22nd Street between Missouri Street and  
15 Connecticut Street, which is Public Works jurisdiction but directly adjacent to Potrero Hill  
16 Recreation Center, includes a steep informal dirt trail that users traverse to access Potrero Hill  
17 Recreation Center and the surrounding neighborhood; and

18 WHEREAS, The Friends of Potrero Hill Recreation Center, a local organization working  
19 to improve Potrero Hill Recreation Center through the Dogpatch & Northwest Potrero Hill  
20 Green Benefit District as their fiscal sponsor, has raised funds and offered to donate to the  
21 Recreation and Park Department an in-kind grant (Grant) of the design and construction of  
22 box steps along the unaccepted right-of-way on 22nd Street between Missouri Street and  
23 Connecticut Street (Pathway Steps), valued at approximately \$580,000; and

24 WHEREAS, The Recreation and Park Department has agreed to maintain the steps  
25 once construction is completed; and

1           WHEREAS, On March 20, 2024, the Recreation and Park Commission, by Resolution  
2   No. 2503-005, recommended that the Board of Supervisors authorize RPD to accept and  
3   expend the in-kind grant; now, therefore, be it

4           RESOLVED, That the Board of Supervisors approves the Grant and authorizes the  
5   Recreation and Park Department General Manager to accept and expend the Grant, and to  
6   perform all acts required of the City there under; and, be it

7           FURTHER RESOLVED, That the Board of Supervisors authorizes the Recreation and  
8   Park General Manager to enter into any modifications to the Grant or the Grant Agreement;  
9   including accepting and expending funds and in-kind services that increase the total Grant  
10   value by up to 20% above the estimate stated in this Resolution, provided that the General  
11   Manager determines, in consultation with the City Attorney, that any such modifications are in  
12   the best interests of the City, do not materially increase the obligations or liabilities of the City,  
13   are necessary or advisable to effectuate the purposes of the Grant or this Resolution, and are  
14   in compliance with all applicable laws, including the City's Charter; and, be it

15          FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of  
16   indirect costs as part of the Grant budget; and, be it

17          FURTHER RESOLVED, That within 30 days of the Grant Agreement being fully-  
18   executed by all parties, the Recreation and Park Department shall provide the final Grant  
19   Agreement to the Clerk of the Board for inclusion into the official file.  
20  
21  
22  
23  
24  
25

1 Recommended:

2  
3  
4 \_\_\_\_\_ /s/

5 General Manager, Recreation and Park Department

6  
7 Approved:

Approved:

8  
9  
10 \_\_\_\_\_ /s/

11 Mayor

\_\_\_\_\_ /s/

Controller

**File Number:** 250854  
(Provided by Clerk of Board of Supervisors)

**Grant Information Form**  
(Effective March 2005)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: 22<sup>nd</sup> Street Trail Steps
2. Department: Recreation and Park Department
3. Contact Person: Tamar Barlev Telephone: (415) 831-6842
4. Grant Approval Status (check one):

☒ Approved by funding agency

☐ Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$580,000

6a. Matching Funds Required: \$0

b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: Dogpatch & Northwest Potrero Hill Green Benefit District (fiscal sponsor for Friends of Potrero Hill Recreation Center)

b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary: The Friends of Potrero Hill Recreation Center, through its fiscal sponsor Dogpatch & Northwest Potrero Hill Green Benefit District, is proposing an in-kind grant for the design and construction of a set of pathway steps along an Unaccepted Right of Way adjacent to the Potrero Hill Recreation Center on 22<sup>nd</sup> Street between Missouri and Connecticut Streets. The cost estimate for this project is approximately \$580,000 which the Friends of Potrero Hill Recreation Center and their fiscal sponsor, Dogpatch & Northwest Potrero Hill Green Benefit District have raised for this project.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: upon approval by the Board of Supervisors

End-Date: upon notice of substantial completion

10a. Amount budgeted for contractual services:

b. Will contractual services be put out to bid? No

c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? N/A

d. Is this likely to be a one-time or ongoing request for contracting out? N/A

11a. Does the budget include indirect costs?

☐ Yes

☒ No

b1. If yes, how much? \$

b2. How was the amount calculated?

c. If no, why are indirect costs not included?

- ☐ Not allowed by granting agency  
☐ Other (please explain):

☒ To maximize use of grant funds on direct services

c2. If no indirect costs are included, what would have been the indirect costs?

12. Any other significant grant requirements or comments:

**\*\*Disability Access Checklist\*\***

13. This Grant is intended for activities at (check all that apply):

- |                                                      |                                                      |                                                            |
|------------------------------------------------------|------------------------------------------------------|------------------------------------------------------------|
| <input checked="" type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s)       | <input type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s)       | <input type="checkbox"/> Rehabilitated Structure(s)  | <input type="checkbox"/> New Program(s) or Service(s)      |
| <input type="checkbox"/> New Site(s)                 | <input checked="" type="checkbox"/> New Structure(s) |                                                            |

14. The Departmental ADA Coordinator and/or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments: Compliance includes but is not limited to:

1. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the RPD Disability Access Coordinator (DAC) or the DPW DAC.
2. Having staff trained in how to provide reasonable modifications in policies, practices, and procedures.
3. Having auxiliary aids and services available in a timely manner to ensure communication access.

Departmental Disability Access Coordinator: John Romaidis, CASp

Date Reviewed: 7/15/2025

(Name)  
DocuSigned by:

John Romaidis

(Signature)  
841618CA9C081428

Department Approval: Phillip A. Ginsburg  
(Name)

General Manager  
(Title)

DocuSigned by:

ph

AF27F6596709494...

(Signature)

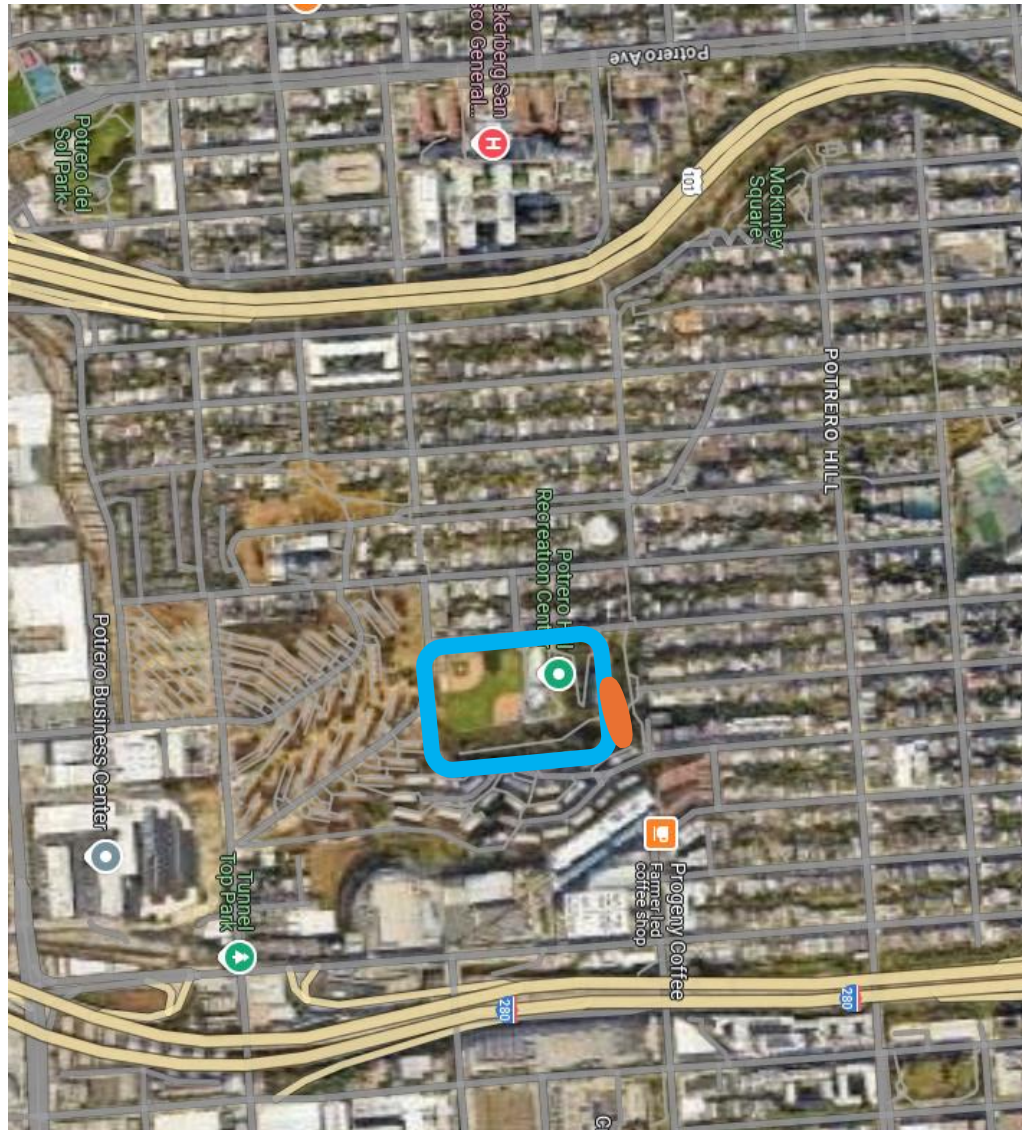
# 22<sup>nd</sup> Street Pathway Stairs at Potrero Hill Recreation Center

Request to Accept In-Kind Donation  
Budget & Finance Committee  
October 1, 2025



# 22<sup>nd</sup> Street Pathway Stairs at Potrero Hill Recreation Center

## Potrero Hill Neighborhood



Potrero Hill  
Recreation Center



Existing trail



Connecticut St.

Missouri St

22nd St.



# 22<sup>nd</sup> Street Pathway Stairs at Potrero Hill Recreation Center

Existing trail



# 22<sup>nd</sup> Street Pathway Stairs at Potrero Hill Recreation Center

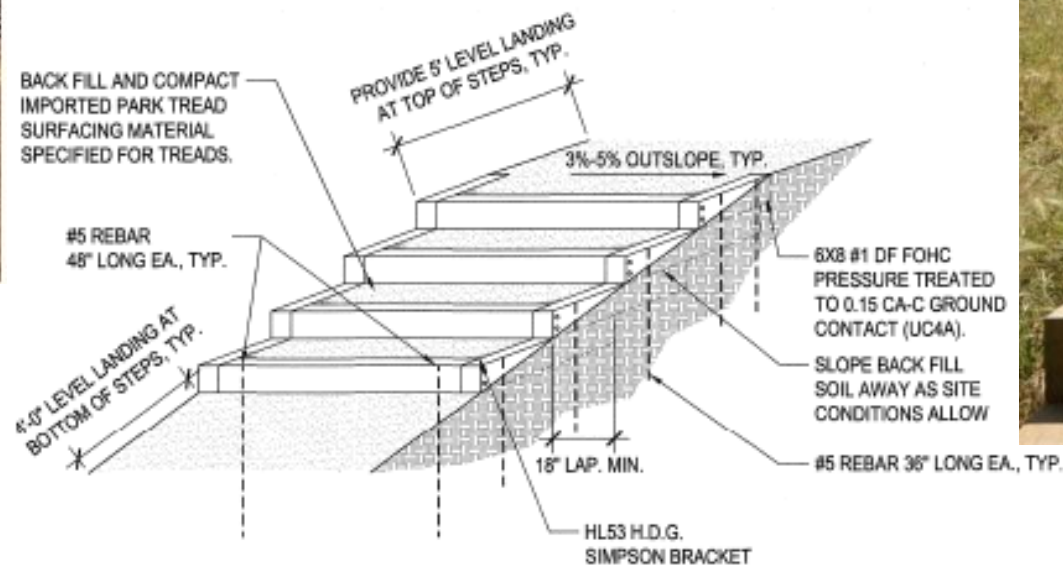
## Existing Trail Conditions



# 22<sup>nd</sup> Street Pathway Stairs at Potrero Hill Recreation Center

## Proposed Trail Steps

Similar to trails steps installed at Twin Peaks & other recreational spaces throughout San Francisco



# 22<sup>nd</sup> Street Pathway Stairs at Potrero Hill Recreation Center

## ***In-Kind Grant from Dogpatch & NW Potrero Hill Green Benefit District***

|                               |           |
|-------------------------------|-----------|
| SITE ANALYSIS & DESIGN COSTS: | \$ 60,000 |
|-------------------------------|-----------|

|                        |          |
|------------------------|----------|
| ESTIMATED PERMIT FEES: | \$ 5,400 |
|------------------------|----------|

|                     |            |
|---------------------|------------|
| CONSTRUCTION COSTS: | \$ 425,500 |
|---------------------|------------|

|                  |           |
|------------------|-----------|
| 10% CONTINGENCY: | \$ 57,000 |
|------------------|-----------|

|                      |           |
|----------------------|-----------|
| ADMINISTRATIVE FEES: | \$ 29,000 |
|----------------------|-----------|

---

|                              |                   |
|------------------------------|-------------------|
| <b>TOTAL IN –KIND GRANT:</b> | <b>\$ 576,900</b> |
|------------------------------|-------------------|



# 22<sup>nd</sup> Street Pathway Stairs at Potrero Hill Recreation Center

## **Anticipated Construction Timeline**

### **Fall 2025**

- Obtain Requisite Permits
- Enter in to contract with Contractor
- Commence Construction

### **Winter 2025/26**

- Construction Continues

### **Spring 2026**

- Substantial Completion Achieved
- Final Completion



# 22<sup>nd</sup> Street Pathway Stairs at Potrero Hill Recreation Center

## Project Team:



**RPD Staff –**  
Partnerships ,  
Policy & Public  
Affairs, Operations



**Community Partner:**  
Friends of Potrero Hill  
Recreation Center (fiscal  
sponsor – Dogpatch & NW  
Potrero Hill GBD )



**Designer Team:** RHAA  
Landscape Architects



**Permitting Agency:**  
DPW



**Funding:** UCSF, MOHCD,  
Power Station, Kieth  
Goldstein & Donna  
Warrington

## Supporters Include:

- Shamann Walton, D10 Supervisor
- UCSF
- Potrero Boosters
- Dogpatch Neighborhood Association
- Friends of Jackson Park
- Potrero Dogpatch Merchants Association
- PREFund
- Dogpatch Business Association

# 22<sup>nd</sup> Street Pathway Stairs at Potrero Hill Recreation Center

**THANK YOU!**

**QUESTIONS?**



TAMAR.BARLEV@SFGOV.ORG

Potrero Hill 22nd St Trail Steps Project Budget

7/8/2025

|                                    |                   |
|------------------------------------|-------------------|
| <b>EXPENSES</b>                    |                   |
| Site Analysis                      | \$ 28,595         |
| Design & Management                | \$ 31,334         |
| Construction & Materials           | \$ 425,450        |
| Estimated City Review /Permit Fees | \$ 5,400          |
| Fiscal Sponsor Fees                | \$ 29,075         |
| <b>Total Project Cost</b>          | <b>\$ 519,854</b> |

|                         |           |
|-------------------------|-----------|
| Project Contingency 10% | \$ 57,000 |
|-------------------------|-----------|

|                   |                   |
|-------------------|-------------------|
| <b>TOTAL COST</b> | <b>\$ 576,854</b> |
|-------------------|-------------------|



July 3, 2025

Via Email

San Francisco Recreation & Park Department

Re: In-kind award from the Dogpatch and NW Potrero Hill Green Benefit District and the- Friends of Potrero Hill Recreation Center, 22nd Street Stairs Project

The Dogpatch and Northwest Potrero Hill Green Benefit District (GBD) and its fiscally sponsored partner, Friends of Potrero Hill Recreation Center, are pleased to provide an in-kind grant of design and construction of trail stairs directly adjacent to Potrero Hill Recreation Center open space valued at approximately \$580,000 (Five Hundred and Eighty Thousand Dollars). This grant includes the design and construction of a set of wood box trail stairs that will replace an informal footpath on unaccepted right-of-way along 22nd Street between Missouri and Connecticut Streets.

The GBD was created by Dogpatch and Potrero Hill neighbors to better focus the power and resources of City government through a local lens - the awareness and insights of neighborhood residents and business owners. We are San Francisco's only Benefit District focused on nurturing community through urban green and are honored to be able to support the Friends of Potrero Hill Rec Center in the creation of this vital pedestrian connection between Potrero Hill and Dogpatch.

The GBD has a longstanding relationship with the Friends of the Potrero Hill Rec Center and the 22nd St. Stairs Project dating back to our endorsement of the project in 2016 / 17 to be included in the short list of UCSF cushioning projects. The GBD Board supported the construction of the 22<sup>nd</sup> St pedestrian way between Texas and Arkansas, of which the stair is a critical segment, in the Central Waterfront-Dogpatch Public Realm Plan. On May 29th the GBD Board unanimously voted to support the creation of the fiscal sponsorship agreement with the FoPHRC for the creation of the 22nd St. Stairs..

The Friends of the Potrero Hill Rec Center and GBD have successfully secured grants from UCSF and the Mayor's Office of Housing & Community Development as well as donations from private donors for this project.

Sincerely,

Donovan Lacy, Acting Executive Director  
Dogpatch & NW Potrero Hill Green Benefit District  
[GreenBenefit.org](http://GreenBenefit.org)

**RECREATION AND PARK COMMISSION**  
**City and County of San Francisco**  
**Resolution Number 2503-005**

**22<sup>ND</sup> STREET PATHWAY STAIRS (POTRERO HILL RECREATION  
CENTER) – SACCEPT AND EXPEND**

**RESOLVED**, This Commission does recommend that the Board of Supervisors authorize the Recreation and Park Department to accept and expend an in-kind grant from the San Francisco Parks Alliance, on behalf of the Friends of Potrero Hill Recreation Center, valued at approximately \$610,000 for the design and construction of trail steps on Unaccepted Right of Way adjacent to Potrero Hill Recreation Center.

Adopted by the following vote:

|        |   |
|--------|---|
| Ayes   | 7 |
| Noes   | 0 |
| Absent | 0 |

I hereby certify that the foregoing resolution was adopted at the Recreation and Park Commission meeting held on March 20, 2025.



---

Ashley Summers, Commission Liaison



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

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

July 1, 2025

San Francisco Board of Supervisors  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

RE: Letter of Support for the San Francisco Recreation and Park Department's Acceptance of an in-kind grant for the 22nd Street Pathway Stairs Project

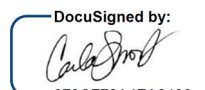
Dear Honorable Members of the Board of Supervisors:

On behalf of San Francisco Public Works, I am writing to express our full support for the proposed legislation authorizing the Recreation and Park Department to accept and expend an in-kind grant valued at approximately \$580,000 from the Dogpatch and NW Potrero Hill Green Benefit District for the design and construction of the 22nd Street Pathway Stairs Project.

The project will enhance a currently unimproved public right of way located on 22nd Street between Missouri and Connecticut streets – a steep dirt path under the jurisdiction of Public Works that informally connects the Potrero Hill Recreation Center with the surrounding neighborhood. This pathway has long been used by the public despite its lack of infrastructure and the addition of box steps will greatly improve safety and accessibility for all users. While the site falls under our jurisdiction, the pathway directly adjoins Recreation and Park Department-managed parkland and serves as a critical link to community recreational space. We recognize the value this project brings to the neighborhood and commend the community-driven efforts to bring it to fruition. In the long term, we are interested in seeing a more permanent public stairway constructed, pending dedicated funding for the site. In the meantime, we support this more immediate interim measure.

This project is an excellent example of interagency and community collaboration to improve San Francisco's public spaces and advance accessibility. We look forward to continuing our support through coordination, as needed, during the design and construction phases.

Thank you for your consideration of this matter.

DocuSigned by:  
  
073CF73A4EA6486...

Carla Short  
Director, San Francisco Public Works

**From:** [Brenna Lord](#)  
**To:** [Chan, Connie \(BOS\)](#); [DorseyStaff \(BOS\)](#); [EngardioStaff \(BOS\)](#); [Jalipa, Brent \(BOS\)](#)  
**Cc:** [Hsieh, Frances \(BOS\)](#); [Bishop, Lamonte" \(REC\)](#); [Walton, Shamann \(BOS\)](#)  
**Subject:** Support for 22nd St Trail Stair Project (250854)  
**Date:** Monday, September 29, 2025 1:01:21 PM

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This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Dear Clerk Jalipa and Supervisors Chan, Dorsey, and Engardio,

**I'm writing to share my support for item 250854 on this Wednesday's agenda (Accept and Expend Grant - Dogpatch and Northwest Potrero Hill Green Benefit District - 22nd Street Pathway Steps - \$580,000).**

Our family uses the current, worn and rocky path nearly daily to our son's school, the PHill Rec Center, and to get to the library. I recently slipped and fell on my way down one morning. Thankfully, the worst bruising was to my ego, but it reminded me how much I look forward to having those stairs in place one day!

**Please consider approving this project for the good of our neighborhood, connecting commuters, and preventing injuries. Thank you!**

All my best wishes,  
Brenna Lord  
Dogpatch Resident (D10)

**From:** [samlord@gmail.com](mailto:samlord@gmail.com)  
**To:** [Chan, Connie \(BOS\)](#); [Jalipa, Brent \(BOS\)](#); [Hsieh, Frances \(BOS\)](#); [Bishop, Lamonte" \(REC\)](#); [ChanStaff \(BOS\)](#); [DorseyStaff \(BOS\)](#); [EngardioStaff \(BOS\)](#)  
**Cc:** [Brenna Lord](#); [Jennifer Serwer](#); [Barlev, Tamar \(REC\)](#)  
**Subject:** Support for 22nd Street Trail stair project  
**Date:** Monday, September 29, 2025 11:08:21 AM

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This message is from outside the City email system. Do not open links or attachments from untrusted sources.

I would like to voice my support for item 250854 [Accept and Expend Grant - Dogpatch and Northwest Potrero Hill Green Benefit District - 22nd Street Pathway Steps - \$580,000]. I walk my 4th grader to Starr King from the Dogpatch several days a week, and we use this path. However, in the rainy season, we need to take a much longer route to and from school, because the path is too muddy and slippery. Stable and safe stairs would be a great addition to the neighborhood!

I will try to attend the public hearing in person, but if I can't make it, I wanted my support registered.

Thank you,

Sam Lord  
951 Minnesota St SF CA 94107



London N. Breed, Mayor  
Philip A. Ginsburg, General Manager

**TO:** Angela Calvillo, Clerk of the Board of Supervisors

**FROM:** Philip A. Ginsburg, General Manager  
Recreation and Park Department

**DATE:** July 9, 2025

**SUBJECT:** Accept and Expend Grant –Dogpatch & Northwest Potrero  
Green Benefit District– Potrero Hill Recreation Center –  
\$580,000

**GRANT TITLE:** 22<sup>nd</sup> Street Trail Steps

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Attached please find the original of each of the following:

- X Proposed grant resolution; original signed by Department, Controller, Mayor
- X Grant Information Form, including disability check list
- X Project Budget
- X Award Letter
- X Recreation and Park Commission Resolution

Special Timeline Requirements: We would like legislation introduced as soon as possible.

The in-kind award will be used to design and construct a set of box steps in the unaccepted public right of way directly south and adjacent to Potrero Hill Recreation Center between Missouri & Connecticut Streets.

Departmental representative to receive copy of the adopted resolution:

Name: Tamar Barlev Phone: 831-6842

Interoffice Mail Address: Tamar.Barlev@sfgov.org

Certified copy required: Yes ☐ No ☒



(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient.)



## Introduction Form

(by a Member of the Board of Supervisors or the Mayor)

I hereby submit the following item for introduction (select only one):

- ☐ 1. For reference to Committee (Ordinance, Resolution, Motion or Charter Amendment)
- ☐ 2. Request for next printed agenda (For Adoption Without Committee Reference)  
(Routine, non-controversial and/or commendatory matters only)
- ☐ 3. Request for Hearing on a subject matter at Committee
- ☐ 4. Request for Letter beginning with "Supervisor  inquires..."
- ☐ 5. City Attorney Request
- ☐ 6. Call File No.  from Committee.
- ☐ 7. Budget and Legislative Analyst Request (attached written Motion)
- ☐ 8. Substitute Legislation File No.
- ☐ 9. Reactivate File No.
- ☐ 10. Topic submitted for Mayoral Appearance before the Board on

The proposed legislation should be forwarded to the following (please check all appropriate boxes):

- ☐ Small Business Commission      ☐ Youth Commission      ☐ Ethics Commission
- ☐ Planning Commission      ☐ Building Inspection Commission      ☐ Human Resources Department

General Plan Referral sent to the Planning Department (proposed legislation subject to Charter 4.105 & Admin 2A.53):

- ☐ Yes      ☐ No

(Note: For Imperative Agenda items (a Resolution not on the printed agenda), use the Imperative Agenda Form.)

Sponsor(s):

Subject:

Long Title or text listed:

Signature of Sponsoring Supervisor: