

File No. 170309

Committee Item No. 3
Board Item No. 19

COMMITTEE/BOARD OF SUPERVISORS
AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Sub-Committee

Date April 27, 2017

Board of Supervisors Meeting

Date May 9, 2017

Cmte Board

- | | | |
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| <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 type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <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 type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

- | | | |
|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Recreation and Park Commission Resolution</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
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Completed by: Linda Wong Date April 22, 2017
Completed by: Linda Wong Date May 1, 2017

1 [Accept and Expend Grant - San Francisco Parks Alliance - Community Events, Staff
2 Development, Recreational Programming - FY2015-2016 - \$217,282]

3 **Resolution retroactively authorizing the Recreation and Park Department to accept and**
4 **expend a grant in the amount of approximately \$217,282 from the San Francisco Parks**
5 **Alliance to fund community events, staff development, recreation programming, and**
6 **other activities for FY2015-2016; and waiving indirect costs.**

7
8 WHEREAS, Since 1971 the San Francisco Parks Alliance ("SFPA"), a non-profit
9 organization, has been a partner of, fiscal sponsor to and philanthropic benefactor of the
10 Recreation and Park Department ("RPD"), supporting San Francisco's parks, open spaces
11 and recreation programs; and

12 WHEREAS, SFPA acts as a fiscal agent for RPD, including soliciting funds for RPD,
13 and then managing approximately 50 small gift accounts on RPD's behalf; and

14 WHEREAS, Throughout each fiscal year SFPA contributes to RPD from these gift
15 funds to help sustain a wide variety of RPD activities; and

16 WHEREAS, In FY2015-2016, SFPA contributed \$217,282 to RPD from these gift funds
17 including \$3,332 to support volunteer recognition; \$9,580 to support recreation programming
18 including junior tennis and the Bay Sox girls baseball team; \$10,676 to support the
19 commemorative park bench program; \$13,876 to support the department's four annual
20 community events; \$20,707 to support adaptive recreation including Camp Azure and
21 Therapeutic Recreation programs; \$28,455 to support activation of Civic Center Plaza with a
22 viewing of a Warriors NBA championship game; \$37,016 to support various staff development
23 and appreciation activities; and \$93,640 to support trail improvements, including development
24 of the Creeks to Peaks trail; and
25

1 WHEREAS, RPD proposes to maximize use of available grant funds on project
2 expenditures by not including indirect costs in the grant budget; and

3 WHEREAS, On December 15, 2016; the Recreation and Park Commission voted, by
4 Resolution No. 1612-008, to recommend that the Board of Supervisors retroactively accept
5 this Grant; now, therefore, be it

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

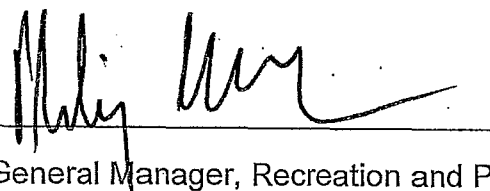
9 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of
10 indirect costs in the grant budget; and, be it

11 FURTHER RESOLVED, That the Board of Supervisors authorizes the Recreation and
12 Park General Manager to enter into any modifications to the grant that the Recreation and
13 Park General Manager determines, in consultation with the City Attorney, are in the best
14 interests of the City and do not materially increase the obligations or liabilities of the City, are
15 necessary or advisable to effectuate the purposes of the grant or this Resolution, and are in
16 compliance with all applicable laws, including the City's Charter.

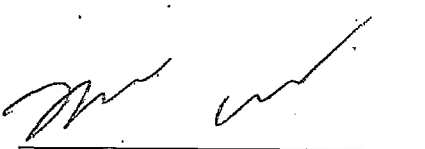
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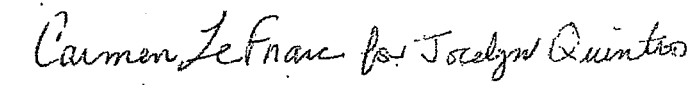
Recommended:


General Manager, Recreation and Park Department

Approved:


Mayor

Approved:


Controller

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form
(Effective July 2011)

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: SFPA Retroactive Grant for FY 2015-2016
2. Department: Recreation and Park Department
3. Contact Person: Nathan Tinclair, Assistant Director of Partnerships 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: \$217,282
- 6a. Matching Funds Required: \$0
b. Source(s) of matching funds (if applicable): N/A
- 7a. Grant Source Agency: San Francisco Parks Alliance (SFPA)
b. Grant Pass-Through Agency (if applicable): N/A
8. Proposed Grant Project Summary:
To support a variety of Department programs and operations in FY2015-2016.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: 7/1/15 End-Date: 6/30/16
- 10a. Amount budgeted for contractual services: \$0
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 Local Business Enterprise (LBE) 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?
c1. If no, why are indirect costs not included?
 Not allowed by granting agency To maximize use of grant funds on direct services
 Other (please explain):
c2. If no indirect costs are included, what would have been the indirect costs? \$10,864
12. Any other significant grant requirements or comments:

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

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

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

14. The Departmental ADA Coordinator 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 disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

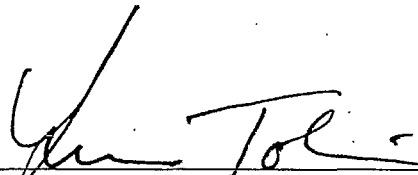
Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Lucas Tobin
(Name)

ADA Coordinator for Programmatic Access
(Title)

Date Reviewed: 1/9/17

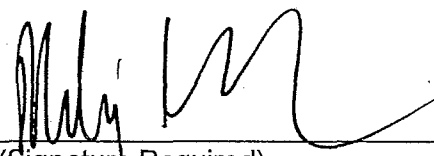

(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Philip A. Ginsburg
(Name)

General Manager, Recreation and Park Department
(Title)

Date Reviewed: 1/12/17


(Signature Required)

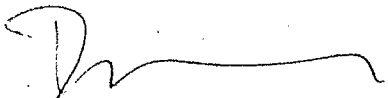
November 19, 2016

Nathan Tinclair
Assistant Director of Partnerships
San Francisco Recreation and Park Department
City & County of San Francisco
McLaren Lodge in Golden Gate Park
501 Stanyan Street
San Francisco, CA 94117
(415) 831-6842
nathan.tinclair@sfgov.org

Dear Mr. Tinclair:

I am confirming that San Francisco Parks Alliance (SFPA) contributed \$217,282 to the Recreation and Parks Department in Fiscal Year 2014 (July 1, 2015 to June 30, 2016) from several gift funds, held on RPD's behalf by SFPA, as fiscal agent. The purpose of these contributions is to support a wide variety of activities at RPD.

Sincerely,



Rachel Norton
Interim Chief Executive Officer
San Francisco Parks Alliance
1663 Mission Street, Suite 320
San Francisco, CA 94103
rachel@sfparksalliance.org



Edwin M. Lee, Mayor
Philip A. Ginsburg, General Manager

SFPA Retroactive FY 2015-16
Grant Budget

| | |
|--|----------|
| Trail Improvements (incl. Creeks to Peaks Trail) | \$93,640 |
| Staff Development and Appreciation Activities | \$37,016 |
| Civic Center Activation (NBA Finals Viewing) | \$28,455 |
| Adaptive Recreation | \$20,707 |
| Community Events | \$13,876 |
| Commemorative Park Bench Program | \$10,676 |
| Recreation Programs, incl. Junior Tennis and Bay Sox | \$9,580 |
| Natural Areas and Volunteer Programs | \$3,332 |

Total: \$217,282

RECREATION AND PARK COMMISSION
City and County of San Francisco
Resolution No. 1612-008

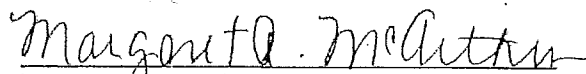
SAN FRANCISCO PARKS ALLIANCE
FY 2015-16 RETROACTIVE GRANT

RESOLVED, That this Commission does recommend that the Board of Supervisors retroactively authorize the Recreation and Park Department to accept and expend approximately \$217,282 in in-kind grants from the San Francisco Parks Alliance to fund community events, staff development, recreation programming, trail improvements and other activities in fiscal year 2015-2016.

Adopted by the following vote:

| | |
|--------|---|
| Ayes | 6 |
| Noes | 0 |
| Absent | 0 |

I hereby certify that the foregoing resolution was adopted at the Recreation and Park Commission meeting held on December 15, 2016.


Margaret A. McArthur, Commission Liaison



Edwin M. Lee, Mayor
Philip A. Ginsburg, General Manager

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Nathan Tinclair, SF Recreation and Parks Partnerships
DATE: January 11, 2017
SUBJECT: Accept and Expend Grant Resolution for SFPA Retroactive Grant for FY 2015-16
GRANT TITLE: SFPA Retroactive Grant for FY 2015-16

Attached please find the original and 4 copies of each of the following:

- Proposed grant resolution; original signed by Department, Mayor, Controller
- Grant Information form, including disability access check list
- Grant award letter
- Project Budget
- Rec Park Commission Resolution No. 1612-008

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted resolution:

Name: Nathan Tinclair

Phone: 415-831-6842

Interoffice Mail Address: nathan.tinclair@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

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO

2017 MAR 21 PM

Time stamp
for meeting date

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

BY _____

- 1. For reference to Committee. (An Ordinance, Resolution, Motion, or Charter Amendment)
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning "Supervisor [] inquires"
- 5. City Attorney request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. []
- 9. Reactivate File No. []
- 10. Question(s) submitted for Mayoral Appearance before the BOS on []

Use check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission Youth Commission Ethics Commission
- Planning Commission Building Inspection Commission

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

Sponsor(s):

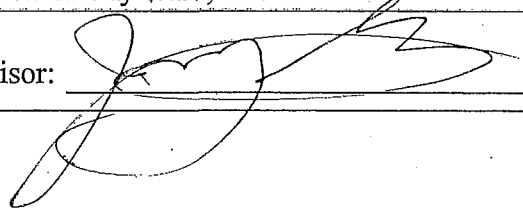
Supervisor Sheehy

Subject:

Accept and Expended Grant – San Francisco Parks Alliance – SFPA Retroactive Grant for FY 2015-2016 – \$217,282

The text is listed below or attached:

Resolution retroactively authorizing the Recreation and Park Department to accept and expend a Grant from the San Francisco Parks Alliance to fund community events, staff development, recreation programming, and other activities from Fiscal Year 2015-2016 that together are valued at approximately \$217,282.

Signature of Sponsoring Supervisor: 

F - Clerk's Use Only:

