

File No. 241089

Committee Item No. 8

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

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date January 22, 2025

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 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 checked="" 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 checked="" type="checkbox"/> | <input type="checkbox"/> | Award Letter                                 |
| • Donation Memo 8/29/2024           |                          |  |
| <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>POL Commission Resolution No. 24-112 9/12/2024</u> |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____   |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____   |
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| <input type="checkbox"/>            | <input type="checkbox"/> | _____   |

Completed by: Brent Jalipa Date January 16, 2025

Completed by: Brent Jalipa Date \_\_\_\_\_

1 [Accept and Expend Gift - Revised Distribution of Margaret Seneshen Living Trust - Police  
2 Department Mounted Unit - \$23,405.32]

3 **Resolution authorizing the Police Department to accept and expend a donation of**  
4 **\$23,405.32 pursuant to the order of revised distribution of the Margaret Seneshen**  
5 **Living Trust to the Police Department Mounted Unit.**

6  
7 WHEREAS, The Police Department received a revised distribution schedule from  
8 the Margaret Seneshen Revocable Living Trust for the donation of \$23,405.32 to the San  
9 Francisco Patrol Mounted Unit; and

10 WHEREAS, Under the Administrative Code, Section 10.100.305, the Police  
11 Department must obtain Board of Supervisors' approval to accept a donation with a market  
12 value of more than \$10,000; now, therefore, be it

13 RESOLVED, That the Board of Supervisors approves the gift and authorizes the  
14 Chief of Police to accept and expend \$23,405.32 pursuant to the order of revised  
15 distribution of the Margaret Seneshen Living Trust to the Police Department Mounted Unit;  
16 and, be it

17 FURTHER RESOLVED, That the gift from the Margaret Seneshen Living Trust will  
18 be accepted in the manner consistent with Administrative Code Sections governing the  
19 acceptance of gifts to the City and County of San Francisco, including Administrative Code,  
20 Section 10.100.305; and, be it

21 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion on  
22 indirect costs in the gift budget; and, be it

23 FURTHER RESOLVED, That the Board of Supervisors extends its gratitude to the  
24 Margaret Seneshen Living Trust for the generous gift to the Police Department.  
25

1 Recommended: Approved: \_\_\_\_\_/s/\_\_\_\_\_  
2 London N. Breed, Mayor  
3 \_\_\_\_\_/s/\_\_\_\_\_  
4 William Scott, Chief of Police Approved: \_\_\_\_\_/s/\_\_\_\_\_  
5 Greg Wagner, Controller  
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**File Number:** 241089  
(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: Donation Pursuant to the order of revised distribution of the Margaret Seneshen Living Trust
2. Department: San Francisco Police Department
3. Contact Person: Robert Ashpole Telephone: 415-837-7211
4. Grant (gift) Approval Status (check one):  
☒ [X] Approved by funding agency ☐ [ ] Not yet approved
5. Amount of Grant (gift) Funding Approved or Applied for: \$23,405.32
6. a. Matching Funds Required: \$0  
b. Source(s) of matching funds (if applicable):
7. a. Grant (gift) Source Agency: Margaret Seneshen Living Trust  
b. Grant Pass-Through Agency (if applicable):
8. Proposed Grant (gift) Project Summary: A check in the amount of \$23,405.32 to the San Francisco Police Department pursuant to the order of revised distribution of the Margaret Seneshen Living Trust to the Police Department Mounted Unit.
9. Grant (gift) Project Schedule, as allowed in approval documents, or as proposed:  
  
As this is a one-time donation, there is no schedule
10. a. Amount budgeted for contractual services: N/A  
b. Will contractual services be put out to bid? N/A  
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
11. a. Does the budget include indirect costs?  
☐ [ ] Yes ☒ [X] No  
b. 1. If yes, how much? \$  
b. 2. How was the amount calculated?  
c. 1. If no, why are indirect costs not included?  
☐ [ ] Not allowed by granting agency ☐ [ ] To maximize use of grant funds on direct services  
☒ [x] Other (please explain): N/A  
c. 2. If no indirect costs are included, what would have been the indirect costs? None

12. Any other significant grant requirements or comments: No

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

13. This Grant (gift) 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:


**SGT. SCOTT KIESEL #4122**

Penny Si *FOR*  
(Name)

Departmental ADA Coordinator

(Title)

Date Reviewed: 9/25/24

  
(Signature Required)

**Department Head or Designee Approval of Grant Information Form:**

William Scott

(Name)

Chief of Police

(Title)

Date Reviewed: 09/17/2024

  
(Signature Required)

# Memorandum

San Francisco Police Department



**To:** A/Commander Mark Im #2096  
Commanding Officer  
Risk Management Office

**From:** Lt. Christopher Beauchamp #561  
Legal Division

**Date:** Thursday, August 29, 2024

**Subject:** Request for approval to deposit funds

APPROVED	YES	NO
A/Commander Mark Im #2096	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<del>Asst. Chief</del>	<input type="checkbox"/>	<input type="checkbox"/>
Peter D. Walsh	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chief of Staff	<input type="checkbox"/>	<input type="checkbox"/>
WILLIAM SCOTT	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chief of Police	<input checked="" type="checkbox"/>	<input type="checkbox"/>

The SFPD has received funds totaling \$23,405.32 from the Margaret Seneshen Trust. The funds are to be specifically distributed to the San Francisco Police Department Mounted Patrol Unit.

I have enclosed all relevant paperwork from the Trust along with a copy of the check. I am requesting that this memorandum be approved and forwarded to the Police Commission for calendaring to receive approval to deposit the above amount into a fund for the Mounted unit.

## DONOR DISCLOSURE/GIFT ACKNOWLEDGEMENT FORM

Thank you for your generous contribution to the San Francisco Police Department Mounted Unit.

In order to help the the San Francisco Police Department comply with San Francisco's Sunshine Ordinance,\* we ask that you please complete this form and return it as soon as possible to: the San Francisco Police Department **Attention: Donor Disclosure.**

Thank you again for contributing to the San Francisco Police Department.

Donor: The Margaret Seneshen Trust

Date: Tuesday, August 06, 2024

Gift: \$23,405.32

Estimated Value:

(For Gifts other than cash gifts)

### Contact Information:

Name: The Margaret Seneshen Trust

Address: 1516 Oak St., Ste 109

Telephone: 510-426-8744

Street Apt.

Alameda, CA 94501

City, State, Zip Code

The above contact information is:

☒ Business

☐ Residence

Financial Interest: The sunshine Ordinance requires that a department that receives a gift of money, goods or services worth \$100 or more report any financial interest that the donor has involving the San Francisco City government. Please check the appropriate box or boxes below that describe your financial interest(s) in the City.

- |   |                    |
|---|--------------------|
| <input type="checkbox"/> Contract with City   | (Please describe): |
| <input type="checkbox"/> Grant from the City  | (Please describe): |
| <input type="checkbox"/> Lease of Space to or from the City   | (Please describe): |
| <input type="checkbox"/> City License, Permit or Entitlement for Use  | (Please describe): |
| <input type="checkbox"/> Pending request for a City Contract, Grant, Lease, License,,<br>Permit or Other Entitlement for Use. | (Please describe): |
| <input type="checkbox"/> Other Financial Interest   | (Please describe): |
| <input checked="" type="checkbox"/> No Financial Interest   |                    |

\*The San Francisco Sunshine Ordinance (San Francisco Administrative Code Chapter 67), as approved by the San Francisco voters in 1999, provides that:

### SEC. 67.29-6. Sources of Outside Funding

No official or employee or agent of the city shall accept, allow to be collected, or direct or influence the spending of , any money, or any goods or services worth more than one hundred dollars in aggregate, for the purpose of carrying out or assisting any City function unless the amount and source of all such funds is disclosed as public record and made available on the website for the department to which the funds are directed. When such funds are provided or managed by an entity, and not an individual, that entity must agree in writing to abide by this ordinance. The disclosure shall include the names of all individuals or organizations contributing such money and a statement as to any financial interest the contributor has involving the City

**SAN FRANCISCO POLICE DEPARTMENT**



# The Police Commission

CITY AND COUNTY OF SAN FRANCISCO

September 12, 2024

Honorable Board of Supervisors  
City Hall, Room 244  
#1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

Dear Honorable Supervisors:

At the meeting of the Police Commission on Wednesday, September 11, 2024, the following resolution was adopted:

**RESOLUTION NO. 24-112**

**APPROVAL TO ACCEPT \$23,405.32 DONATION TO THE SFPD MOUNTED PATROL UNIT FROM THE MARGARET SENESHEN TRUST;**

RESOLVED, that the Police Commission approves acceptance of a \$23,405.32 donation to the SFPD Mounted Patrol Unit from The Margaret Seneshen Trust.

AYES: Commissioners Clay, Yanez, Benedicto, Yee, Walker and President Elias  
EXCUSED: Vice President Carter-Oberstone

Very truly yours,

Sergeant Stacy Youngblood  
Secretary  
THE POLICE COMMISSION

CINDY ELIAS  
President

MAX CARTER-OBERSTONE  
Vice President

LARRY YEE  
Commissioner

JESUS YÁÑEZ  
Commissioner

KEVIN BENEDICTO  
Commissioner

DEBRA WALKER  
Commissioner

C. DON CLAY  
Commissioner

Sergeant Stacy Youngblood  
Secretary

1211/ks

cc: Lieutenant C. Beauchamp/Legal, CFO K. Wu/Fiscal, Manager L. Wu/Fiscal





**LONDON N. BREED**  
MAYOR

CITY AND COUNTY OF SAN FRANCISCO  
**POLICE DEPARTMENT**  
HEADQUARTERS  
1245 3<sup>RD</sup> Street  
San Francisco, California 94158



**WILLIAM SCOTT**  
CHIEF OF POLICE

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

**FROM: San Francisco Police Department**

**DATE: October 23, 2024**

**SUBJECT: Accept and Expend Resolution for donated funds to the Mounted Unit**

**GIFT TITLE: Gift Donation through the Margaret Seneshen Living Trust**

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The following documents are attached to this memo:

- X   1. Proposed Gift Resolution
- X   2. Grant/Gift Information Form, including disability checklist
- X   3. Gift Source Letter and check
- X   4. Donation Memo/Gift Acknowledgement Form
- N/A  5. Three (3) Acceptance Letters
- N/A  Ethics Form 126 (if applicable)
- N/A  Contracts, Leases/Agreements (if applicable)
- N/A  Other (Explain):

**Special Timeline Requirements:**

**Departmental representative to receive a copy of the adopted resolution:**

Name: **Kimmie Wu / Robert Ashpole** Phone: **415-837-7211**

Interoffice Mail Address: **SFPD Fiscal Division**  
**1245 3<sup>rd</sup> Street, 6<sup>th</sup> Floor, SF, CA 94158**

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).

**From:** [Trejo, Sara \(MYR\)](#)  
**To:** [BOS Legislation, \(BOS\)](#)  
**Cc:** [Paulino, Tom \(MYR\)](#); [Nicita, Carl \(POL\)](#)  
**Subject:** Mayor -- Resolution -- Mounted Unit A&E  
**Date:** Tuesday, November 5, 2024 2:30:51 PM  
**Attachments:** [Cover Memo.pdf](#)  
[01 - Resolution.doc](#)  
[01 - Resolution Signed.pdf](#)  
[02 - Grant Information Form.pdf](#)  
[03 - Gift Source Letter and Check.pdf](#)  
[04 - Donation Memo and Gift Acknowledgement Form.pdf](#)  
[FW POL AE for Review - Seneshen Living Trust Gift.msg](#)  
[Police Commission Resolution.pdf](#)

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Hello Clerks,

Attached is a Resolution authorizing the Police Department to accept and expend a donation of \$23,405.32 pursuant to the order of revised distribution of the Margaret Seneshen Living Trust to the Police Department Mounted Unit.

Best regards,

**Sara Trejo**

Legislative Aide

Office of the Mayor

City and County of San Francisco