

FILE NO. 140002

Petitions and Communications received from January 6, 2014, through January 17, 2014, for reference by the President to Committee considering related matters, or to be ordered filed by the Clerk on January 28, 2014.

**Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information will not be redacted.**

\*From State Board of Equalization, submitting FY2012-2013 Annual Report. Copy: Each Supervisor. (1)

From Supervisor David Chiu, submitting memorandum regarding 2014 committee assignments. Copy: Each Supervisor. (2)

From Board of State and Community Corrections, submitting report on biennial inspections of juvenile detention and commitment facilities. Copy: Each Supervisor. (3)

\*From Department of Public Works, submitting FY2012-2013 Annual Report. Copy: Each Supervisor. (4)

From Planning Department, submitting six-month report for Upper Market Street Neighborhood Commercial Transit District. File No. 130677. Copy: Each Supervisor. (5)

From Civil Service Commission, submitting Notice of Action. (6)

From Sophia De Anda, regarding Federal Postal Inspector complaint. Copy: Each Supervisor. (7)

From Controller, submitting results of follow-up of Audit of the Public Utilities Commission. Copy: Each Supervisor. (8)

From concerned citizens, regarding Broadway Alcohol Restricted Use District Ordinance. File No. 131120. 5 letters. Copy: Each Supervisor. (9)

From Emil Lawrence, regarding amendment to the Transportation Code. Copy: Each Supervisor. (10)

From Abdalla Megahead, regarding wishes for New Year 2014. (11)

From Aaron Goodman, regarding proposed relocation of Ruth Asawa School of the Arts. Copy: Each Supervisor. (12)

From concerned citizen, regarding pedestrian deaths. Copy: Each Supervisor. (13)

From Office of the Governor of California, submitting proclamation calling the June 3, 2014 Statewide Direct Primary Election. Copy: Each Supervisor. (14)

From Controller, submitting FY2012-2013 Public Utilities Commission Ratepayer Assurance Scorecard. Copy: Each Supervisor. (15)

From Controller, submitting report on Public Utilities Commission compliance with close-out procedures. Copy: Each Supervisor. (16)

\*From Controller, regarding report on Recreation and Park Commission: The Beach Chalet, L.P. (17)

From Civil Service Commission, regarding amendments to Civil Service Rule 211. Copy: Each Supervisor. (18)

From California Public Utilities Commission, regarding notice of Pacific Gas and Electric Company's application to recover costs associated with 2015 gas transmission. Copy: Each Supervisor. (19)

From Marcelo Fonseca, regarding San Francisco Taxi Drivers Group. Copy: Each Supervisor. (20)

\*From Economic and Workforce Development, regarding review of local hiring policy for construction. Copy: Each Supervisor. (21)

From Mayor, designating Supervisor London Breed as Acting-Mayor from January 20, 2014, until January 24, 2014. Copy: Each Supervisor. (22)

From Neighborhood Emergency Response Team, regarding January 2014 training opportunities. (23)

From concerned citizens, submitting signatures for a petition regarding Sharp Park. 950 signatures. Copy: Each Supervisor. (24)

From Supervisor David Chiu, regarding appointment of Supervisor Malia Cohen to the Retirement Board for a term ending on January 7, 2015. Copy: Each Supervisor. (25)

From Controller, submitting Port Commission's report: Sabella & LaTorre Sea Foods. Copy: Each Supervisor. (26)

From Supervisor Norman Yee, submitting memorandum regarding time change for Rules Committee meetings starting February 2014. Copy: Each Supervisor. (27)

From Supervisor London Breed, submitting memorandum regarding time change for Government Audit & Oversight Committee meetings starting January 23, 2014. Copy: Each Supervisor. (28)

\*From Budget and Legislative Analyst, submitting report regarding Performance Audit of the Fire Department. File No. 130659. (29)

From Sprague Terplan, regarding proposal to implement free parking on Sundays. Copy: Each Supervisor. (30)

From American Lung Association, regarding State of Tobacco Control report to be released on January 22, 2014. Copy: Each Supervisor. (31)

From Mayor's Office of Housing and Community Development, submitting Midtown Park Apartments emergency work notification. Copy: Each Supervisor. (32)

From State Fish and Game Commission, submitting notice of proposed regulatory action relating to ocean salmon sport fishing. 2 letters. Copy: Each Supervisor. (33)

From David Zovickian, regarding traffic enforcement for cyclists. Copy: Each Supervisor. (34)

From Ted Loewenberg, regarding AT&T Sidewalk Utility Boxes Hearing. File No. 131202. Copy: Each Supervisor. (35)

From Lisa-Anne Lee, regarding Save KPFA. (36)

\*From Planning Department, submitting 2012-2013 Annual Report. Copy: Each Supervisor. (37)

From Treasurer and Tax Collector, submitting Monthly Investment Report for December 2013. (38)

\*(An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is available at the Clerk's Office, Room 244, City Hall.)

BOS-11



STATE OF CALIFORNIA

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BOARD OF SUPERVISORS  
SAN FRANCISCO

STATE BOARD OF EQUALIZATION

450 N STREET, SACRAMENTO, CALIFORNIA  
PO BOX 942879, SACRAMENTO, CALIFORNIA 94279-0073  
1-916-327-4975 • FAX 1-916 327-2568  
www.boe.ca.gov

2014 JAN -6 PM 2:59

AK

BETTY T. YEE  
First District, San Francisco  
SEN. GEORGE RUNNER (RET.)  
Second District, Lancaster  
MICHELLE STEEL  
Third District, Orange County  
JEROME E. HORTON  
Fourth District, Los Angeles  
JOHN CHIANG  
State Controller  
CYNTHIA BRIDGES  
Executive Director

January 2, 2014

Board of Supervisors  
City And County of San Francisco  
1 Dr. Carlton B. Goodlett Pl, Room 244  
San Francisco, CA 94102-4697

\* Hard copy of this report is available for review in the Clerk's office.

Dear Member:

I am pleased to present the BOE Annual Report for Fiscal Year 2012-13.

This report documents our journey as we embrace greater transparency and accountability in the fulfillment of our obligation to administer tax programs for the state of California. This report is a significant departure from previous reports and distinguishes itself in several important ways:

- The report provides BOE data and information in a clear, easy-to-read format and highlights the collection of more than \$56 billion in revenue during fiscal year 2012-13.
- The sources of revenues reported by BOE are featured to better inform Californians of the benefits and uses of their tax dollars.

We look forward to meeting the exciting challenges of the future and are proud to serve our great state by doing our part to contribute to a better quality of life for all Californians.

Sincerely,

Cynthia Bridges  
Executive Director

CB:az

Enclosures

Document is available  
at the Clerk's Office  
Room 244, City Hall

1

California State  
Board of Equalization

ANNUAL REPORT  
FY 2012-13

# SUPPORTING OUR COMMUNITIES

Funding a Better Quality of Life



President, Board of Supervisors  
District 3



*Electronically BOS-  
Everyone*  
City and County of San Francisco

DAVID CHIU

邱信福 · 市參事主席

January 7, 2014

TO: Angela Calvillo, Clerk, San Francisco Board of Supervisors  
RE: Board of Supervisors Committee Assignments

Madam Clerk,

I am pleased to transmit the following 2014 committee assignments:

**Budget & Finance**

Mark Farrell, Chair  
Eric Mar, Vice Chair  
John Avalos, Member  
London Breed, Temporary Member  
Scott Wiener, Temporary Member

**Government Audits & Oversight**

London Breed, Chair  
Katy Tang, Vice Chair  
David Chiu, Member

**Neighborhood Services & Safety**

David Campos, Chair  
Eric Mar, Vice Chair  
Norman Yee, Member

**Land Use & Economic Development**

Scott Wiener, Chair  
Jane Kim, Vice Chair  
Malia Cohen, Member

**City & School District**

Jane Kim, Chair  
John Avalos, Vice Chair  
Mark Farrell, Member

**Rules Committee**

Norman Yee, Chair  
Katy Tang, Vice Chair  
David Campos, Member

These committee assignments are effective as of Friday, January 10. Pursuant to section 3.25.1 of the Board of Supervisors Rules of Order, Supervisors Breed and Wiener will join the Budget & Finance Committee as temporary members on March 1.

Sincerely,

A handwritten signature in black ink that reads "David Chiu".

David Chiu

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2014 JAN - 7 PM 4: 28  
PJ



Board of State and Community Corrections  
600 Bercut Drive, Sacramento, CA 95811  
916.445.5073 PHONE  
916.327.3317 FAX  
bscc.ca.gov

GOVERNOR **Edmund G. Brown Jr.**  
CHAIR **Linda M. Penner**  
EXECUTIVE DIRECTOR **Kathleen T. Howard**

*BOS-11, cpage*

December 31, 2013

Allen A. Nance  
Chief Probation Officer  
San Francisco County Juvenile Probation Department  
375 Woodside Avenue  
San Francisco, CA 94127

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2014 JAN - 7 PM 3:49  
AK

Dear Chief Nance:

**BIENNIAL INSPECTION JUVENILE DETENTION AND COMMITMENT FACILITIES:  
WELFARE AND INSTITUTIONS CODE SECTIONS 209 and 885**

On November 5 and 6, 2013, the Board of State and Community Corrections (BSCC) conducted the biennial inspections of San Francisco County's Juvenile Justice Center (JJC) and Log Cabin Ranch (LCR). The inspections assessed compliance with Title 15 and Title 24 of the California Code of Regulations (CCR), Minimum Standards for Juvenile Facilities. The inspection was preceded by a pre-inspection briefing on September 24, 2013 attended by juvenile hall managers, supervisors and allied staff. We would like to thank Directors Luis Recinos and Daniel Prince, Assistant Directors John Radogno and Tim Diestel and former Director Dennis Doyle for their preparation, the information they provided during the inspection visit and their responsiveness following the inspection. We are aware that the inspection process diverts your staff from other important work and we truly appreciate their cooperation and your support.

The complete BSCC inspection report is enclosed. In addition to this transmittal letter, the full inspection consists of: the procedures checklist outlining applicable Title 15 sections; the physical plant checklist outlining Title 24 requirements for design; and the living area space evaluation.

**LOCAL INSPECTIONS**

In order to obtain a comprehensive view of facility conditions, this report should be reviewed in conjunction with the inspections required by Title 15 CCR, Section 1313, County Inspections and Evaluation of Building and Grounds.

The *Fire and Life Safety Inspection*, (also required by Health and Safety Code Section 13146.1) is to occur every two years. This inspection was last held at the JJC on December 20, 2011 with a fire clearance granted. Please forward the results of the 2013 inspection when received. The fire inspection took place on October 23 and November 18, 2013 at Log Cabin Ranch and a fire clearance was granted.

The ***Building Safety Inspection*** of the JJC was conducted on August 20, 2013 by San Francisco County Building Inspector Edward Greene. No deficiencies were noted. Mr. Greene inspected LCR on September 4, 2013 and noted two deficiencies, currently being addressed.

The ***Health Inspection***, (also required by Health and Safety Code Section 101045) includes evaluations of medical/mental health services, environmental health, and nutrition.

The ***Medical Mental Health*** evaluation for JJC was completed on March 20, 2013 and at LCR on March 19, 2013. There are no outstanding areas of noncompliance from either inspection.

A ***Nutritional Health*** evaluation was completed at JJC on May 6, 2013 and at LCR on May 10, 2013, with no noncompliance noted.

The ***Environmental Health*** evaluation was held at JJC on April 3, 2013 and at LCR on April 2, 2013. There were no areas of noncompliance.

The ***School Programs*** annual report, dated September 19, 2013 was written by the Assistant Superintendent of High Schools, San Francisco Unified School District Janet Schulze, EdD. Her letter confirms compliance with the requirements of the California Educational Code and Title 15 CCR in the educational programs at JJC and LCR. Additionally, the Education Program Review and Evaluation of Woodside Learning Center (JJC) was completed on October 28, 2013 by Principal Chris Lanier. That document was completed on September 24, 2013 for the education program at LCR.

The ***Juvenile Justice Commission*** conducted their inspection of the JJC on July 31, 2012 and the inspection report was adopted by the commission on October 16, 2012. The report contained recommendations for improving fire life safety, grievance training and minimizing school absences. They commended the department's well written policy and procedure manual and Special Programs for Youth (SPY). The Commission Chair verified by email that although LCR was inspected in 2012, there was no written report prepared. The Chair's correspondence noted that the 2013 inspection was being arranged. Please forward the 2013 JJC and LCR reports when completed.

The required ***Juvenile Court Inspection*** was completed by Charlotte Walter Woolard, Supervising Judge, Unified Family Court, on October 30, 2013. She determined the JJC to be suitable place to house minors. A Judge's inspection is not required at a juvenile camp; however camp managers report that the Judge has visited LCR.

#### BSCC INSPECTION: JUVENILE JUSTICE CENTER

#### PHYSICAL PLANT

The rated capacity (RC) of the Juvenile Justice Center is 150. The morning of our November 5, 2013 inspection visit, there were 72 youth in custody – 64 boys and 8 girls. Units 1, 3 and 8 were unoccupied. Local building, environmental and fire inspectors have reported no concerns with the



physical plant. During our walk through, BSCC staff noted no issues of noncompliance with Title 24 regulations.

The layout of the centralized school area provides a learning environment that resembles a small comprehensive high school. Efforts have been made to utilize the largest of the three outdoor recreation areas. Formerly idle, it is now used for a gardening project and girls' volleyball. Managers shared that recent security enhancements will allow them to use that field more frequently. Since the last BSCC inspection, sensors have been installed outside each locked sleeping room as a part of the recently implemented electronic safety check program.

## OPERATIONS AND PROGRAMS

BSCC staff reviewed the facility policy and procedure manual prior to the inspection. As was reported in the last inspection, the manual is still pending revision with support from an outside agency. Rather than wait any longer for outside revision, BSCC recommended a few updates be made in order to meet Title 15 requirements. We appreciate Mr. Doyle's responsiveness in making those additions and corrections. The enclosed procedures checklist was completed based on the manual contents, review of related facility documentation and interviews with youth and staff. Among the documents we reviewed was a monthly report which tallies battery on youth or staff, injuries, incidents of youth on youth violence, use or restraint, attempted suicide, uses of force, and attempted escape. These are key types of incidents to track and analyze.

It is important to note a distinction which is made in the JJC monthly reports, between use of force and use of restraint. In Title 15 regulations, restraint refers to an extended use of a restraint device (restraint chair, "wrap", leather restraints) for behavioral control, usually associated with mental illness. In JJC record keeping, restraint means a use of force incident during which handcuffs were employed. Only those physical interventions where handcuffs are not applied are counted as use of force. This is misleading in two important ways. First, it suggests that use of handcuffs is not a use of force and leads a reader to believe that there are fewer incidents of force than actually occur. Secondly, to those unfamiliar with the San Francisco data definitions, it also appears to illustrate an alarming number of restraint uses, when in fact restraints, as defined in State standards, are not used in this facility. We recommend reconsidering your terms for tracking uses of force and restraints.

We interviewed not just probation staff, but nursing, counseling, education and program staff also. We appreciate that you included those allied staff in the pre-inspection briefing. On the inspection date we also met with them briefly as a group as they assembled for a standing morning "round up". Participants explained the value in meeting in that way to assure a unified approach to dealing with youth with behavioral or mental health problems and for reentry planning.

Principal Chris Lanier explained the highlights of the educational program. The goal of the JJC school is to develop patterns to help youth prepare for their attendance in a comprehensive high school upon release. Students receive report cards and a designated homework period is being piloted on one of the units. Mr. Lanier estimates that at on a given day, 30-50% of the JJC population is designated as special education. The teaching staff includes five special education teachers who co-teach core curriculum and special education. We discussed the provision of educational services for youth who are unable to attend class. Mr. Lanier stressed that probation staff work in a deliberate

way to encourage school attendance. Fewer than five youth a day are not in the classroom. In those events, a teacher goes to the living unit and delivers the day's lessons. In a unique relationship with the San Francisco Public Library, the libraries at the JJC and LCR are branches of the public library. They are staffed by librarians and youth can request books from other branches.

We spoke with Nurse Manager Stefan Lynch Strassfeld and confirmed access to medical care and medical staff's involvement when there is a use of force. Behavioral Health staff is on site seven days a week, 13 hours on weekdays and 8 on weekends, a schedule which affords access to their services at times that are not in conflict with the school program. In our interviews with youth, all of them confirmed their knowledge of means to obtain medical attention. They were also familiar with how to contact their attorneys, a counselor or religious provider and how to have a complaint heard.

The staff we spoke to explained to us how annual use of force training is provided. They described various procedures such as affording due process when there has been a major rule violation and processing incoming and outgoing mail. Youth who reported being on a segregated status for a violation of a major rule, such as fighting, confirmed due process and the provision of exercise and education. Young people we spoke to on every unit described the grievance process as being fair and allowing them to speak with staff in reaching a solution to their concern or complaint.

Youth were very enthusiastic about the variety of programs available to them at JJC. Thirty program providers are listed on the JJC roster of volunteer and collateral groups. When interviewed, each youth listed at least four programs that they felt helped them during their stay and would benefit them when they are released. Programs most frequently named were drumming, job program, The Beat Within, mentoring, the GED program (ADAPT), Omega Boys Club, Yoga and OTTP (Occupational Therapy Training Program). Girls also mentioned services provided by The Center for Young Women's Development and Sage.

#### AREAS OF NONCOMPLIANCE:

The following areas of noncompliance were noted during the inspection. In each instance, corrective action was discussed and is underway.

Among the requirements of **Title 15 Section 1324 Policy and Procedure Manual**, is that that the facility policy and procedure manual include "an initial orientation including safety and security issues, for support staff, contract employees, school and medical staff, program providers and volunteers." Although this is accomplished in a number of ways, there is no reference to the practice in policy. Managers will add the details of the process to the manual. Until proof of the amendment has been received, the facility is noncompliant with Section 1324.

One of the components of **Title 15 Section 1325 Fire Safety Plan** requires fire drills, held at a minimum of quarterly. Though JJC policy and procedure requires that the drills be done monthly, BSCC and JJC managers could not locate proof that they had been accomplished. Managers began a review of the procedures for the drills and have begun corrective action. Pending resolution, this is an outstanding area of noncompliance. Section 1325 also requires a fire suppression pre-plan, developed in cooperation with the local fire department. A current pre-plan was unavailable for review at the time of the inspection. Please forward the most recent pre-plan to correct this noncompliance.

An electronic method for recording safety checks had been in place for two weeks prior to our inspection. Staff record safety checks by contacting the sensors at each room with an electronic wand. Various reports are generated that supervisors and managers can use to confirm the timeliness of the safety checks by staff on each unit. In these first weeks of using the system, a number of concerns have been identified, particularly on the night shift. Assistant Director Radogno oversees the implementation of the system and is taking corrective action steps to assure the proper use of safety check system. Pending a follow up inspection, the facility is noncompliant with **Title 15 Section 1328 Safety Checks**.

**Title 15 Section 1355 Institutional Assessment and Plan** requires that all youth who are in custody in excess of 30 days are the subject of an institutional assessment and plan, to be drawn up by the 40<sup>th</sup> day of their confinement. Youth who have a supervision Probation Officer from the field will have an assessment and case plan, however those plans do not meet all the requirements of this regulation. Further, if a youth is not yet assigned a Probation Officer, they do not have a case plan. Managers began immediately to address the lack of these plans. Pending implementation of an assessment and plan specific to activities in the JJC, the facility is noncompliant with this regulation.

One of the requirements of **Title 15 Section 1372 Religious Program** is that youth who choose not to attend services are allowed to "participate in other program activities." Although managers have made efforts to remind staff of this subsection of the regulation, youth we interviewed told us and facility managers that they must remain in their locked sleeping rooms if they choose not to attend religious programs. JJC is noncompliant with Section 1372.

JJC offers an impressive array of programs, as required in **Title 15 Section 1378 Social Awareness Programs**. Regulation requires that the probation department conduct an annual written review of those programs with the intent to assure the program content is "current, consistent and relevant to the population." Such a review document is lacking for JJC and the facility is noncompliant with this regulation.

#### BSCC INSPECTION: LOG CABIN RANCH

##### PHYSICAL PLANT

The RC of Log Cabin Ranch is 84 and there were 13 youth in custody when we inspected on November 6, 2013. There were 14 youth in the program when we returned on December 4, 2014 to complete the inspection of the physical plant. Based on our observations, we updated the Living Area Space Evaluation to reflect the alterations that were made to create two separate pods from the single dormitory. Designed for the implementation of a small group model, it successfully creates a community feel in what had been an open, barracks type setting prior to 2009. The two walls which were constructed to create this separation prevent supervision of the pods from the raised control station. The restroom area remains visible from that station. This configuration requires that staff be present in each pod whenever youth are present in the pod.

Each carpeted pod is bisected by a short wall, with a bed area on one side and program activity area on the other. The program area includes couches, chairs, a television, book cases and a conference table. It is intended that each pod hold 12 youth, limiting the total population to 24. At the time of our visits, all of the youth were housed on a single side. With additional intakes, it was anticipated

that the second pod would be put into service. We visited classroom, recreational and vocational spaces, and found them ample and in frequent use.

## OPERATIONS AND PROGRAMS

The Log Cabin Ranch policy and procedure manual is also pending revision. The manual currently in use has been in need of updating for several years; however managers are awaiting the contracted review and revision to occur. We appreciate Assistant Director Diestel's follow up to requests for specific additions needed to the manual to satisfy Title 15 requirements. Our review of documentation related to grievances, institutional assessment and plan, orientation and reporting of incidents demonstrated practices that were compliant with regulation. Mr. Prince and Diestel oriented us camp procedures, explaining the processes which precede and follow a youth's stay in the camp program. One of the two managers attends a weekly multidisciplinary team meeting at the JJC where youth who are being considered for out of home placement are discussed. Initial screening for the camp program is one of the functions of that meeting. Staff from the Juvenile Collaborative Reentry Unit (JCRU) work closely with camp and allied staff (mental health, education and community based organizations) on preparation for release and aftercare.

The LCR program continues to follow the principles of the "Missouri Model". The division of the camp into smaller groups focuses on both group and individual responsibility. Family engagement is encouraged in a number of ways. Transportation challenges for families are addressed, visits by younger siblings are encouraged one visiting day per month, parents can bring meals from home and camp clinicians are scheduled so as to be available to families on visiting day.

A strong vocational program component allows each youth to leave the program with new knowledge, skills and certifications. Youth particularly appreciated the introduction that they were receiving to the construction trades through the San Francisco Conservation Corp (SFCC) and to landscaping and agriculture through participation in Urban Sprouts. BSCC staff were invited to attend the monthly community meeting which proved to be an apt illustration of the partnerships which feature strongly in the LCR program. The meeting was chaired by two residents who introduced new residents and reviewed recent projects. They then called on representatives from education, probation, medical, library, mental health, substance abuse and vocational programs to share pertinent updates with the group. The forum was also an opportunity to honor residents for their accomplishments.

The facility strives to approach the handling of both negative and positive occurrences in a consistent manner, and they encourage program and service providers to use same approaches as custody staff, such as "circling up" for problem solving. In our interviews, facility management, supervisors, program staff and youth all spoke of the strength and value of the community partnerships at LCR.

Youth who were interviewed had lengths of stay from three to seven months. They confirmed access to medical, mental health and legal services. They described due process for major disciplinary rule violations as the ability to "discuss the situation and come to an agreement." Though they were aware of the grievance process, their preference is to speak to staff if they have a concern they'd like addressed. Each youth described in detail the involvement of the various program providers in the LCR community in helping them establish and work toward goals. Of the dozens of school and

campus based programs offered, youth noted that the SFCC, Urban Sprouts, substance abuse counseling, clinician services, Aggression Replacement Training, and Young Community Development were particularly beneficial. When asked to name the strengths of the LCR program a 17 year old youth said, "It's how staff cares and looks out for us." He said that he needed the structure that the program provides. An 18 year old told us that he has benefited from this time away from his old life and patterns and said it has been "a good time to build skills."

In reviewing internal audits and drills required as part of a fire and life safety plan, we noted periods of time when the documentation of quarterly fire drills and monthly fire life safety inspections were lacking. Recognizing those lapses, facility managers immediately began corrective action and provided BSCC with proof that fire drills are now taking place and that monthly fire life safety inspections have resumed. A single form records both of those functions monthly. This exceeds the number of drills which are required in regulation. Please continue to provide BSCC staff with proof of those practices for the next six months.

#### AREAS OF NONCOMPLIANCE

There are no outstanding areas of noncompliance at Log Cabin Ranch.

#### CONCLUSION: SUMMARY OF NONCOMPLIANCE ISSUES

The San Francisco County Juvenile Justice Center is noncompliant with the following regulations:

1324 Policy and Procedure Manual  
1325 Fire Safety Plan  
1328 Safety Checks  
1355 Institutional Assessment and Plan  
1372 Religious Program  
1378 Social Awareness Programs

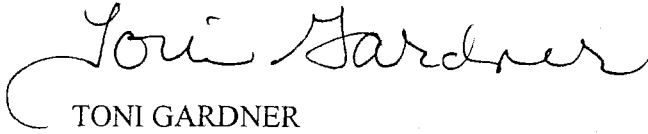
#### CORRECTIVE ACTION PLAN

As required by W&I Code 209(d), please provide a Corrective Action Plan (CAP) within 60 days, informing us how you intend to correct the issues of noncompliance identified in this report. By our calculations, the CAP is due by **March 6, 2014**. If the CAP is not received in 60 days, the facility shall be unsuitable for the confinement of minors. The corrective action plan shall outline how the agency plans to correct the issues of noncompliance and give a reasonable timeframe, not to exceed 90 days, for resolution. If the issue of noncompliance is not corrected within 90 days following receipt of the CAP, the BSCC will make a determination of suitability at its next scheduled meeting.

This concludes the BSCC 2012-14 biennial inspections of San Francisco County Juvenile Justice Center and Log Cabin Ranch. Please congratulate your staff for their hard work, dedication and professionalism. Again, we wish to thank you for your cooperation during this inspection. If we can provide technical assistance to you or your staff, please do not hesitate to contact us.

Allen Nance  
Chief Probation Officer  
Page 8

Sincerely,

A handwritten signature in cursive script that reads "Toni Gardner". The signature is written in black ink and is positioned above the typed name.

TONI GARDNER  
Field Representative  
Facilities Standards and Operations Division

Enclosures

cc: Luis Recinos, Director, Juvenile Justice Center  
Dan Prince, Director, Log Cabin Ranch  
Chair, Board of Supervisors\*  
Chair, Juvenile Justice Commission\*  
Presiding Juvenile Court Judge, San Francisco County\*

*\*Full report available upon request.*



Edwin M. Lee, Mayor  
Mohammed Nuru, Director

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2013 JAN -6 PM 1:27

*EH*

Office of Communications and Public Affairs  
1 Dr. Carlton B. Goodlett Place, City Hall, Room 348  
San Francisco, CA 94102  
(415) 554-6045 ■ www.sfdpw.org

Supervisors :

Hand Copy of this Report is available for review in the Clerks office. Please call Peggy



Rachel Gordon, Director of Communications and Public Affairs

for a copy. 554-7703

**MEMORANDUM**

**TO:** Angela Calvillo, Clerk of the San Francisco Board of Supervisors  
**CC:** Honorable Members of the San Francisco Board of Supervisors  
**FROM:** Rachel Gordon, Public Works Office of Communications & Public Affairs  
**RE:** San Francisco Public Works Fiscal Year 2012-13 Annual Report  
**DATE:** January 6, 2013

I am pleased to provide you with the San Francisco Public Works Fiscal Year 2012-13 Annual Report, as required by Charter Section 4.102(2) and Section 1.506 of the Administrative Code, directing City departments to prepare and submit an annual report to the Clerk of the Board of Supervisors and to post an online version available to the public that describes our activities as part of the Annual Statement of Purpose.

To access current and past reports online, please visit [www.sfdpw.org/annualreport](http://www.sfdpw.org/annualreport)

If there are questions, please contact me at (415) 554-6045 or at [rachel.gordon@sfdpw.org](mailto:rachel.gordon@sfdpw.org)

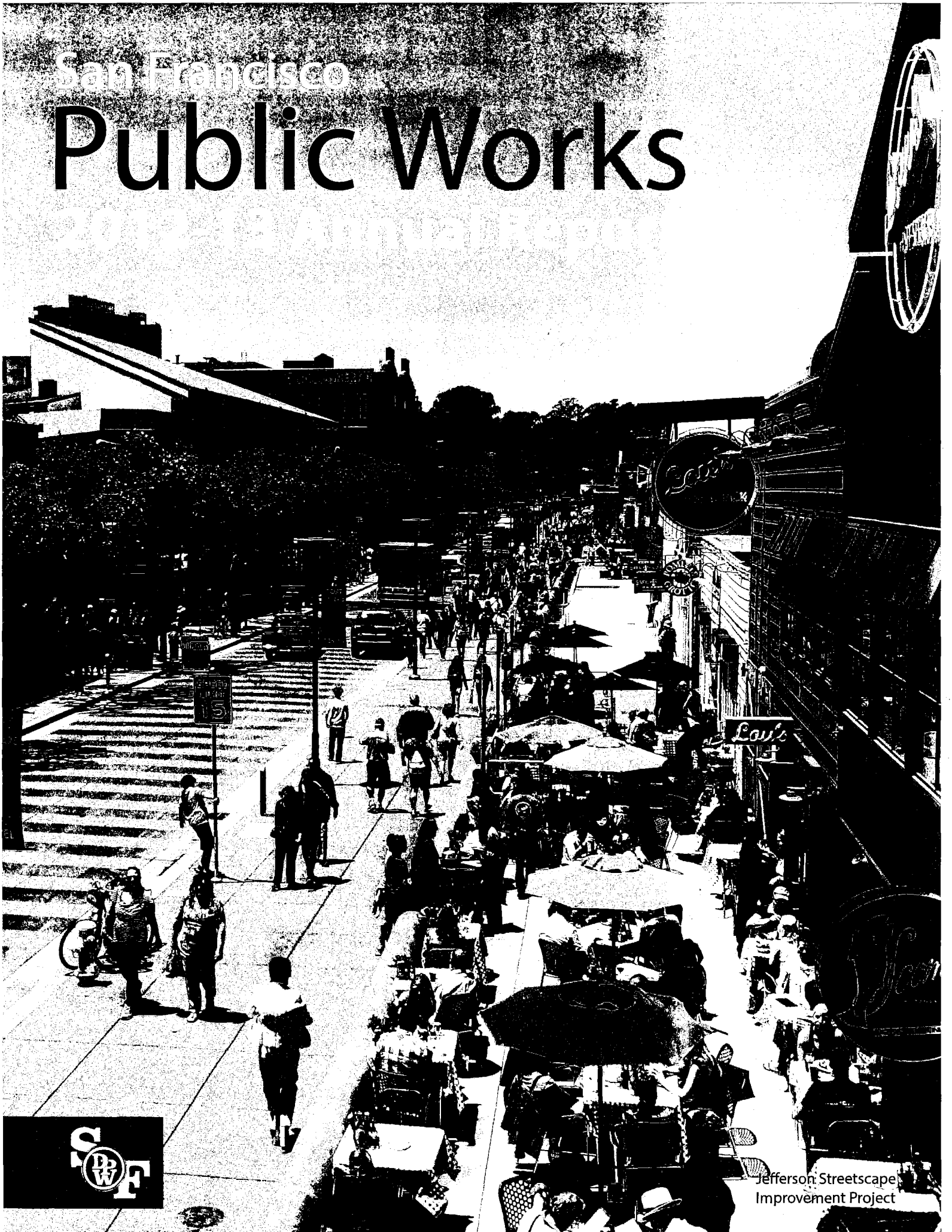
All the best, and Happy New Year.

**Document is available  
at the Clerk's Office  
Room 244, City Hall**



San Francisco

# Public Works



Jefferson Streetscape  
Improvement Project



BOS-11 - by Comm Clerk  
file 130677

**Subject:** six-month report for Board File Number 13-0677  
**Attachments:** Six Month Report.pdf

epage

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**From:** Rodgers, AnMarie  
**Sent:** Thursday, December 19, 2013 3:21 PM  
**To:** Calvillo, Angela; Wiener, Scott  
**Cc:** Power, Andres; Caldeira, Rick; Ausberry, Andrea; Givner, Jon; Boyajian, Judy  
**Subject:** six-month report for Board File Number 13-0677

Dear Clerk Calvillo and Supervisor Wiener,

Please find the six-month report for Board File Number 13-0677 attached here as a pdf.

Happy Holidays,

AnMarie Rodgers

**SIX-MONTH REPORT  
INTERIM ZONING CONTROLS  
UPPER MARKET STREET NEIGHBORHOOD COMMERCIAL TRANSIT DISTRICT**

**Date:** December 19, 2013  
**To:** Angela Calvillo, Clerk of the Board  
**From:** AnMarie Rodgers, Manager of Legislative Affairs, 558-6395  
**Re:** Interim Zoning Controls in the Upper Market Street Neighborhood Commercial Transit District  
**Case Number:** Resolution No. 254-13 [Board File No. 13-0677]  
**Initiated by:** Supervisor Wiener

**INTRODUCTION:**

Please accept this report describing a potential measure to alleviate the conditions that led to the adoption of Resolution 254-13 - Interim Zoning Controls in the Upper Market Street Neighborhood Commercial Transit District.

**REPORT:**

On July 16<sup>th</sup>, 2013 the Board of Supervisors adopted the Interim Zoning Controls and on July 25, 2013, the Mayor signed the Resolution into law. The Interim Zoning Controls for Upper Market require Conditional Use authorization to establish either a Limited Financial Service as defined by Planning Code Section 790.112 or a Business or Professional Service as defined by Planning Code Section 790.108. These interim controls apply to any applications filed on or after June 25, 2013. The controls were established to address concerns of overconcentration and a lack of active street frontages. After the implementation of interim controls, Planning Code Section 306.7(i) requires a six month report to the Board to address the Planning Department's study of the issue and potential permanent legislation to address the matter. In response, the Planning Department submits the following:

- 1) Since June 25, 2013, there have been no applications filed for Limited Financial Service or a Business or Professional Service within the Upper Market Street Neighborhood Commercial Transit District.
- 2) Since June 25, 2013, there have been four applications for Conditional Use authorization—none of which would seek to establish a Limited Financial Service or a Business or Professional Service.

**PROPOSED MEASURE:**

The Planning Department agrees that Limited Financial Service or a Business or Professional Service uses can present a less than lively façade. To address this issue, the Department recommends amending the Zoning Control Table for the Upper Market Neighborhood Commercial District (Section 733) to require Conditional Use authorization for these uses on a permanent basis.

cc: Supervisor Wiener

**AnMarie Rodgers, Manager  
Legislative Affairs**

Planning Department | City and County of San Francisco  
1650 Mission Street, Suite 400, San Francisco, CA 94103  
Direct: 415.558.6395 | Fax: 415.558.6409  
Email: [anmarie@sfgov.org](mailto:anmarie@sfgov.org)  
Web: <http://www.sf-planning.org/Legislative.Affairs>  
Property Info Map: <http://propertymap.sfplanning.org/>





# SAN FRANCISCO PLANNING DEPARTMENT

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## SIX-MONTH REPORT INTERIM ZONING CONTROLS UPPER MARKET STREET NEIGHBORHOOD COMMERCIAL TRANSIT DISTRICT

1650 Mission St.  
Suite 400  
San Francisco,  
CA 94103-2479

Reception:  
**415.558.6378**

Fax:  
**415.558.6409**

Planning  
Information:  
**415.558.6377**

**Date:** December 19, 2013  
**To:** Angela Calvillo, Clerk of the Board  
**From:** AnMarie Rodgers, Manager of Legislative Affairs, 558-6395  
**Re:** Interim Zoning Controls in the Upper Market Street Neighborhood Commercial Transit District  
**Case Number:** Resolution No. 254-13 [Board File No. 13-0677]  
**Initiated by:** Supervisor Wiener

### INTRODUCTION:

Please accept this report describing a potential measure to alleviate the conditions that led to the adoption of Resolution 254-13 - Interim Zoning Controls in the Upper Market Street Neighborhood Commercial Transit District.

### REPORT:

On July 16<sup>th</sup>, 2013 the Board of Supervisors adopted the Interim Zoning Controls and on July 25, 2013, the Mayor signed the Resolution into law. The Interim Zoning Controls for Upper Market require Conditional Use authorization to establish either a Limited Financial Service as defined by Planning Code Section 790.112 or a Business or Professional Service as defined by Planning Code Section 790.108. These interim controls apply to any applications filed on or after June 25, 2013. The controls were established to address concerns of overconcentration and a lack of active street frontages. After the implementation of interim controls, Planning Code Section 306.7(i) requires a six month report to the Board to address the Planning Department's study of the issue and potential permanent legislation to address the matter. In response, the Planning Department submits the following:

- 1) Since June 25, 2013, there have been no applications filed for Limited Financial Service or a Business or Professional Service within the Upper Market Street Neighborhood Commercial Transit District.
- 2) Since June 25, 2013, there have been four applications for Conditional Use authorization—none of which would seek to establish a Limited Financial Service or a Business or Professional Service.

### PROPOSED MEASURE:

The Planning Department agrees that Limited Financial Service or a Business or Professional Service uses can present a less than lively façade. To address this issue, the Department recommends amending the Zoning Control Table for the Upper Market Neighborhood Commercial District (Section 733) to require Conditional Use authorization for these uses on a permanent basis.

cc: Supervisor Wiener

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**Subject:** CSC Notice of Action - December 16, 2013  
**Attachments:** Prelim Work Plan (Notice of Action).pdf

---

**From:** Bushman, Jennifer (Maglalang)  
**Sent:** Friday, December 20, 2013 4:08 PM  
**To:** Calvillo, Angela; Chiu, David; Avalos, John; Campos, David; Tang, Katy; Cohen, Malia; Breed, London; Farrell, Mark; Kim, Jane; Mar, Eric (BOS); Yee, Norman (BOS); Wiener, Scott; Callahan, Micki; Ponder, Steve; Rosenfield, Ben; Nebreda, Debra; Elliott, Jason  
**Cc:** Eng, Sandra  
**Subject:** CSC Notice of Action - December 16, 2013

Dear Colleagues:

Please see the attached **NOTICE OF CIVIL SERVICE COMMISSION ACTION** scheduled before the Civil Service Commission for its review during its meeting of **December 16, 2013**. This shall serve as formal notification; you will not receive a hard copy via us/inter-office mail.

Sincerely,

*Jennifer Bushman*, MBA  
Appeals Coordinator  
Civil Service Commission  
25 Van Ness Avenue, Suite 720  
San Francisco, CA 94102  
Direct (415) 252-3252  
Main (415) 252-3247



# CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

COB  
Adm. Dep  
cpage

EDWIN M. LEE  
MAYOR

*Sent via Electronic Mail*

December 20, 2013

## NOTICE OF CIVIL SERVICE COMMISSION ACTION

**SUBJECT: PRELIMINARY WORK PLAN: SALARY SETTING FOR THE CITY AND COUNTY OF SAN FRANCISCO BOARD OF SUPERVISORS FOR A FIVE (5) YEAR CYCLE, EFFECTIVE JULY 1, 2014 THROUGH JUNE 30, 2019, IN ACCORDANCE WITH CHARTER SECTION 2.100.**

At its meeting of **December 16, 2013** the Civil Service Commission had for its consideration the above matter.

It was decision of the Commission to adopt the report.

If this matter is subject to Code of Civil Procedure (CCP) Section 1094.5, the time within which judicial review must be sought is set forth in CCP Section 1094.6.

CIVIL SERVICE COMMISSION

JENNIFER JOHNSTON  
Executive Officer

- Cc:
- Angela Calvillo, Clerk, Board of Supervisors
  - The Honorable David Chiu, President, Board of Supervisors
  - The Honorable John Avalos, Member, Board of Supervisors
  - The Honorable David Campos, Member, Board of Supervisors
  - The Honorable Katy Tang, Member, Board of Supervisors
  - The Honorable Malia Cohen, Member, Board of Supervisors
  - The Honorable London Breed, Member, Board of Supervisors
  - The Honorable Mark Farrell, Member, Board of Supervisors
  - The Honorable Jane Kim, Member, Board of Supervisors
  - The Honorable Eric Mar, Member, Board of Supervisors
  - The Honorable Norman Yee, Member, Board of Supervisors
  - The Honorable Scott Wiener, Member, Board of Supervisors
  - Micki Callahan, Human Resources Director
  - Steve Ponder, Manager, Compensation Unit, DHR
  - Ben Rosenfield, Controller
  - Debra Nebreda, Director, PPSD
  - Jason Elliott, Mayor's Office
  - Commission File
  - Chron

- SCOTT R. HELDFOND  
PRESIDENT
- E. DENNIS NORMANDY  
VICE PRESIDENT
- DOUGLAS S. CHAN  
COMMISSIONER
- KATE FAVETTI  
COMMISSIONER
- GINA M. ROCCANOVA  
COMMISSIONER
- JENNIFER C. JOHNSTON  
EXECUTIVE OFFICER

---

**From:** Board of Supervisors  
**To:** BOS-Supervisors  
**Subject:** Federal Postal Inspector Complaint Accepted

---

**From:** Sophia De Anda [mailto:deanda\_sophia@yahoo.com]  
**Sent:** Monday, January 06, 2014 12:20 PM  
**To:** martinl@sfha.org  
**Cc:** Lee, Mayor; Montejano, Jess; Board of Supervisors; dennisr@sfha.org; moorebr@sfha.org; Barbier, Martine; Elton, Broderick; danny@transgenderlawcenter.org  
**Subject:** Federal Postal Inspector Complaint Accepted

Hi Linda

I filed a formal United States Post Office (USPS) complaint with the Postal Inspector today against San Francisco Housing Authority (SFHA) because they knowingly knew they have problems for years at JFK Tower 2451 Sacramento Street, Pacific Heights, CA 94115 and have failed to remove guest who are contributing to problems which now is escalating to mail fraud, theft, and identity theft. I was forced to change the locks to my studio when someone forced themselves into my unit, but when I ran out to pull fire alarm the took my house keys and mail that was sealed from the United States Department of Veterans Affairs. The keys he took also included my mail box which he has access but I have not been successful to have locks changed because property managers don't know how to. The mail carriers have specifically told me it's the property manager who can change locks but managers still don't know how to.

I did contact local post office and they said it was the property management who has keys and to change locks to each unit assigned so it's seems property managers are clueless therefore I had stop being misled from SFHA and seek help from Postal Inspector who has opened a case. Although you ask us to talk to our property managers but they are dishonest and skew information and respond to management and tell them it's our fault and not a SFHA issue. I also learned my check book has been has is missing so therefore I'm now spending time changing new accounts, changing U.S. Department of Veterans Medical Records to stop sending until Postal Inspector initiates who has creating accounts, but I am forwarding your SFHA Audit report which discloses you spend very little on security at senior/disabled housing and expect a surge of identity theft from senior/disabled at SFHA.

Sincerely,

Sophia De Anda

P.S. I did contact the agency whose going to assist with police reports and left voice message so this is there first day back and not sure if they are catching up with other responsibilities but I do want to file report ASAP when I get in contact with them!

---

**To:** BOS-Supervisors  
**Subject:** Memorandum Issued: Results of Follow-up of Audit of the San Francisco Public Utilities Commission's Leases With Hanson Aggregates Mid-Pacific, Inc.

---

**From:** Chapin-Rienzo, Shanda **On Behalf Of** Reports, Controller  
**Sent:** Monday, January 06, 2014 12:46 PM  
**To:** Kelly, Jr, Harlan; Hom, Nancy; Russell, Rosanna; Cordero, Ricardo; Bardo, Anthony; Calvillo, Angela; Nevin, Peggy; Kawa, Steve; Howard, Kate; Falvey, Christine; Elliott, Jason; Campbell, Severin; Newman, Debra; Rose, Harvey; sfdocs@sfpl.info; Gabriel Metcalf; Rosenfield, Ben; Zmuda, Monique; Lane, Maura; CON-EVERYONE; CON-CCSF Dept Heads; CON-Finance Officers  
**Subject:** Memorandum Issued: Results of Follow-up of Audit of the San Francisco Public Utilities Commission's Leases With Hanson Aggregates Mid-Pacific, Inc.

The Office of the Controller's City Services Auditor Division (CSA) today issued a memorandum on the results of its field follow-up of the San Francisco Public Utilities Commission's (SFPUC) implementation of selected recommendations made in its audit report issued in November 2010, *Hanson Aggregates Mid-Pacific, Inc., Did Not Make All Required Lease Payments, Resulting in up to \$634,511 in Underpayments, Potential Underpayments and Other Recoveries; and the PUC Did Not Properly Manage Its Leases*. The memorandum states that the SFPUC has fully implemented all 11 of the recommendations selected for this field follow-up and that the remaining open recommendations do not require further follow-up due to personnel, management, procedural, and technology shifts within SFPUC's Real Estate Section.

To view the full memorandum, please visit our Web site at:  
<http://openbook.sfgov.org/webreports/details3.aspx?id=1650>

This is a send-only e-mail address.

For questions about the memorandum, please contact Director of City Audits Tonia Lediju at [Tonia.Lediju@sfgov.org](mailto:Tonia.Lediju@sfgov.org) or 415-554-5393 or the CSA Audits Unit at 415-554-7469.

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**CITY AND COUNTY OF SAN FRANCISCO**  
**OFFICE OF THE CONTROLLER**

**Ben Rosenfield**  
**Controller**

**Monique Zmuda**  
**Deputy Controller**

**MEMORANDUM**

**TO:** Harlan L. Kelly, Jr., General Manager  
San Francisco Public Utilities Commission

**FROM:** Tonia Lediju, Director of City Audits  
City Services Auditor Division 

**DATE:** January 6, 2014

**SUBJECT:** Results of Follow-up of Audit of the San Francisco Public Utilities Commission's  
Leases With Hanson Aggregates Mid-Pacific, Inc.

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**EXECUTIVE SUMMARY**

The Office of the Controller's City Services Auditor Division (CSA) issued an audit report on November 23, 2010, *Hanson Aggregates Mid-Pacific, Inc., Did Not Make All Required Lease Payments, Resulting in up to \$634,511 in Underpayments, Potential Underpayments and Other Recoveries; and the PUC Did Not Properly Manage Its Leases*. CSA has completed a field follow-up of the corrective actions that the Real Estate Services Division of the San Francisco Public Utilities Commission (SFPUC) took in response to CSA's audit report.

The field follow-up determined and verified the corrective actions the department has taken for selected recommendations. CSA did not verify SFPUC's compliance with newly implemented procedures. The audit report contains 49 recommendations for SFPUC, one of which is no longer relevant due to a change in the underlying circumstances. In its June 2012 response to a CSA follow-up inquiry, SFPUC reported that 9 of the remaining 48 recommendations had been implemented, 36 were in progress, and 3 had not yet been implemented.

After analyzing SFPUC's response to the follow-up inquiry, CSA classified 14 (29 percent) of the 49 recommendations as closed, despite the number of recommendations that SFPUC had classified as implemented. Of the 14 closed recommendations, CSA selected 11 (79 percent) for this field follow-up project. CSA found that all 11 of the recommendations selected for this field follow-up have been fully implemented. Further, CSA determined that the remaining open recommendations do not require further follow-up due to personnel, management, procedural, and technology shifts within SFPUC's Real Estate Section.



## **BACKGROUND, OBJECTIVE & METHODOLOGY**

### **Background**

The San Francisco Administrative Code, Chapter 10, Article 1, Section 10.6-2, authorizes the Office of the Controller (Controller) of the City and County of San Francisco (City) to audit, at regular intervals, all leases of city-owned real property where rent of \$100,000 or more a year is to be paid to the City. The San Francisco Charter also provides CSA with broad authority to conduct audits. At the time of the audit, there were four lease agreements between SFPUC and Hanson Aggregates Mid-Pacific, Inc. (Hanson), which then owned and operated Mission Valley Rock Co. (Mission Valley Rock). Each of these leases entitled the City to audit Hanson's records to verify the adequacy of its recordkeeping methods and to determine if payments made to the City are accurate. The audit upon which this field follow-up is based was CSA's first compliance review of the four Mission Valley Rock leases.

### **Objective**

The objective of this follow-up is to verify the degree to which SFPUC has implemented 11 of the recommendations in CSA's November 2010 audit report. Consistent with Government Auditing Standards, Section 7.05, promulgated by the United States Government Accountability Office, the purposes of audit reports include facilitating follow-up to determine whether appropriate corrective actions have been taken. CSA follows up on its audits because their benefit is not in the findings reported or the recommendations made, but in the implementation of actions to resolve audit findings. This field follow-up is a nonaudit service. Government Auditing Standards does not cover nonaudit services, which are defined as professional services other than audits or attestation engagements.

### **Methodology**

To conduct the field follow-up, CSA met with key SFPUC personnel to discuss the status of the corrective actions taken to date and obtained documentary evidence. This follow-up then verified SFPUC's reported progress on the selected recommendations and documented the results of the fieldwork conducted. As a result of implementing the audit recommendations, the SFPUC's operations should be more efficient, effective, transparent, and compliant with city laws and policy.

## **RESULTS**

All 11 of the recommendations<sup>1</sup> assessed in this follow-up have been fully implemented, as described below.

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<sup>1</sup> Recommendation numbers below correspond to the numbering of the recommendations in the audit report.

**Recommendation 1** – To reduce the incidence of significant revenue loss for the City, SFPUC should consult with its deputy city attorney anytime that management's lease interpretation may differ from what is technically stated in the lease. Amend the lease when appropriate.

The director of SFPUC's Real Estate Services Division (RES)—who was hired in June 2011, after the audit was conducted—declared in writing that she communicates daily via e-mail, telephone, and regularly, in person, with deputy city attorneys assigned to SFPUC, regarding interpretations of SFPUC leases. The director also states that, rather than amend the existing lease, RES is now negotiating a new lease with Hanson, the draft terms of which are subject to attorney/client privilege. CSA accepts the RES director's declaration in this matter.

**Conclusion:** Recommendation 1 was implemented.

**Recommendation 4** – SFPUC should review all real estate leases as they expire and ensure that they contain clear terms regarding holdover status and payment due.

SFPUC provided documentation showing that it assigned responsibility for its various real estate leases to specific RES employees and that staff reviews the leases as they expire. According to the RES director, this review is evidenced by the RES' *Listing of Expired Leases and Licenses*. CSA accepts the RES director's declaration in this matter. Also, SFPUC provided copies of sample leases containing clear terms regarding holdover status and payment due.

**Conclusion:** Recommendation 4 was implemented.

**Recommendation 5** – SFPUC should consult its deputy city attorney to determine whether the California Public Resources Code applies to nonstate lands. The SFPUC should also consider applying similar renewal criteria to its mining leases.

SFPUC provided CSA with documentation verifying that it has consulted with the City Attorney's Office. CSA considers this recommendation closed.

**Conclusion:** Recommendation 5 was implemented

**Recommendation 6** – SFPUC should verify the accuracy of all payments made under its Mission Valley Rock leases.

CSA confirmed that SFPUC contracted with software vendor Yardi Systems, Inc., (Yardi) which has developed a real property and asset management application to be used in conjunction with an associated database. SFPUC also provided documentation showing that in October 2013 staff received training in the use of this application, which automatically calculates percentage rent, to verify the accuracy of rent payments under all SFPUC real estate leases.

**Conclusion:** Recommendation 6 was implemented.

**Recommendation 7 – SFPUC should implement policies and procedures for ensuring Hanson's compliance with all lease terms.**

CSA confirmed that SFPUC developed new operating procedures for RES. These procedures include a chapter addressing accounting for leases during the lease term. In her declaration, the RES director states that RES staff has received training in lease compliance techniques. CSA accepts the RES director's declaration in this matter.

**Conclusion:** Recommendation 7 was implemented.

**Recommendation 11 – SFPUC should use a more appropriate tool to manage its leases and permits. The tool should include all lease terms and should be easily sorted by each term.**

RES has developed a Lease and Permit Status Report, which includes the holdover status and rent due on each lease. Also, as mentioned above, through SFPUC's contract with Yardi, RES now has access to software that automatically calculates percentage rent. CSA confirmed that RES has hired a senior analyst whose resume states that he has extensive knowledge in commercial lease administration and accounting.

**Conclusion:** Recommendation 11 was implemented.

**Recommendation 23 – SFPUC should require Hanson to develop written policies and procedures for calculating and reviewing royalty payments to increase the transparency of the process and to reduce the occurrence of errors.**

SFPUC has submitted an excerpt of Hanson's written policies and procedures concerning royalty payments. However, SFPUC has determined that Hanson's policies and procedures in this regard are lacking. As a result, SFPUC has also submitted documentation showing that its staff closely monitors Hanson's monthly calculations of the royalty payments and stating that these monitoring efforts fully mitigate the effect of Hanson's poorly written procedures. CSA concurs with this assessment.

**Conclusion:** Recommendation 23 was implemented.

**Recommendation 37 – SFPUC should consult with the City Attorney to determine if it can collect \$7,919 in late charges and interest owed for rent and property tax payments made to SFPUC before Hanson's acquisition of Mission Valley Rock.**

In its June 2012 response to CSA's follow-up inquiry, SFPUC refers to an estoppels certificate dated June 15, 2005, in which the SFPUC general manager certified that "to the landlord's knowledge, there was no existing breach or default by tenant under any of the leases." As such, according to SFPUC, it was advised by the City Attorney not to pursue this matter any further.

**Conclusion:** Recommendation 37 was implemented.

**Recommendation 39** – SFPUC should establish policies and procedures for tracking late rent and property tax payments and for calculating late charges and interest owed.

CSA confirmed that SFPUC developed policies and procedures for tracking late rent and property tax payments and for calculating late charges and interest owed. Furthermore, CSA confirmed that these policies and procedures incorporate strategic advice regarding what RES describes as “best lease administration practices,” as provided to SFPUC by a consultant it hired.

**Conclusion:** Recommendation 39 was implemented

**Recommendation 47** – SFPUC should ensure that its leases clearly define the circumstances under which a transfer fee and/or other revenue are due.

According to RES, transfer fee terms apply only to its quarry leases, of which there are very few. CSA confirmed that a sample SFPUC quarry lease includes transfer fee terms that are clearly defined.

**Conclusion:** Recommendation 47 was implemented

**Recommendation 49** – SFPUC should appropriately monitor compliance with all relevant lease terms.

Based on the various types of corrective actions that RES has taken and related supporting documentation, which is referenced above, CSA determined that RES now appropriately monitors compliance with the specific lease terms addressed in the original audit report.

**Conclusion:** Recommendation 49 was implemented

SFPUC's response is attached. CSA extends its appreciation to you and your staff who assisted with this audit follow-up. If you have any questions or concerns, please contact me at (415) 554-5393 or [tonia.lediju@sfgov.org](mailto:tonia.lediju@sfgov.org).

cc: SFPUC  
Rosanna S. Russell  
Nancy Hom  
Ricardo Cordero  
Anthony Bardo

Controller

Ben Rosenfield

Mark P. de la Rosa

Nicholas Delgado

Edvida Moore

## ATTACHMENT: DEPARTMENT RESPONSE

---



San Francisco  
**Water and Sewer**  
Services of the San Francisco Public Utilities Commission

525 Golden Gate Avenue, 13th Floor  
San Francisco, CA 94102  
T 415.554.3155  
F 415.554.3161  
TTY 415.554.3488

December 5, 2013

Tonia Lediju, Audit Director  
Office of the Controller, City Services Auditor Division  
City Hall, Room 476  
One Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

Subject: Results of Follow-up of Audit of the San Francisco Public Utilities  
Commission's Leases With Hanson Aggregates Mid-Pacific, Inc.

Dear Ms. Lediju,

Thank you for providing us the opportunity to review the results of *'Follow-up of Audit of the San Francisco Public Utilities Commission's Leases With Hanson Aggregates Mid-Pacific, Inc.'* report, prepared by the Controller's Office, City Services Auditor.

We are pleased with the Controller's Office's acknowledgement of our completion of all selected and assessed recommendations from the prior audit.

If you have any questions or need additional information, please do not hesitate to contact me at (415) 554-1600.

Sincerely,

Harlan L. Kelly, Jr.  
General Manager

cc: Michael Carlin, Deputy General Manager  
Todd L. Rydstrom, AGM Business Services & Chief Financial Officer  
Nancy L. Hom, Director, Assurance & Internal Controls

Edwin M. Lee  
Mayor  
Vince Courtney  
President  
Ann Moller Caen  
Vice President  
Francesca Vietor  
Commissioner  
Anson Moran  
Commissioner  
Art Torres  
Commissioner  
Harlan L. Kelly, Jr.  
General Manager



## RECOMMENDATIONS AND RESPONSES

Recommendation	2012 Status per SFPUC	CSA Field Follow-up Work	Determination
<p>The San Francisco Public Utilities Commission should:</p>			
<p>1. Consult with SFPUC's deputy city attorney anytime that management's lease interpretation may differ from what is technically stated in the lease. Amend the lease when appropriate.</p>	<p>Implemented: The SFPUC hired a new Real Estate Director in late June 2011. She regularly consults with and will continue to consult with the City Attorney's Office regarding lease interpretation.</p>	<p>The RES director submitted a declaration to CSA that states that she was hired into that position on 6/27/2011 and that she communicates, daily, via e-mail and telephone, with deputy city attorneys assigned to SFPUC regarding interpretations of SFPUC leases. She states that she regularly meets with them in person. <b>CSA accepts the RES director's declaration in this matter.</b></p> <p>The RES director states that SFPUC is negotiating a new lease with this tenant, Hanson, rather than amend its lease. RES cannot provide a copy of a draft lease because it is under attorney/client privilege and may not be disseminated to the public. <b>CSA accepts the RES director's declaration in this matter.</b></p>	<p><b>IMPLEMENTED</b></p>

Recommendation	2012 Status per SFPUC	CSA Field Follow-up Work	Determination
<p>4. Review all real estate leases as they expire and ensure that they contain clear terms regarding holdover status and payment due.</p>	<p>Implemented: In September 2011 the Real Estate Director instituted a portfolio lease management system when each RES staffer is responsible for managing a specific number of leases and reviewing them as they expire. She will work with the City Attorney's Office to ensure that all new leases and lease amendments contain clear holdover and payment date terms.</p>	<p>SFPUC provided a copy of its Lease and Permit Status Report as of 8/31/2013. Data in this report includes:</p> <ul style="list-style-type: none"> <li>(1) Assignment of responsibility for various leases to specific RES staff</li> <li>(2) Whether or not a lease is in holdover status</li> <li>(3) Annual Rent</li> </ul> <p>SFPUC provided copies of current City Attorney-approved lease forms for ground and cell site leases with clear terms regarding holdover status. The leases show rent terms, as required.</p> <p>SFPUC provided a list of its expired leases and permits. The RES director states that this list is a product of her staff's review of expired leases. <b>CSA accepts the RES director's declaration in this matter.</b></p>	<p><b>IMPLEMENTED</b></p>
<p>5. Consult with its deputy city attorney to determine whether the California Public Resources Code applies to nonstate lands. The SFPUC should also consider applying similar renewal criteria to its mining leases.</p>	<p>Implemented: The SFPUC consulted with the City Attorney's Office and took the appropriate actions</p>	<p>CSA confirmed that the SFPUC consulted with the City Attorney's Office. CSA considers this recommendation closed.</p>	<p><b>IMPLEMENTED</b></p>



Recommendation	2012 Status per SFPUC	CSA Field Follow-up Work	Determination
<p>6. Verify the accuracy of all payments made under its Mission Valley Rock leases.</p>	<p>In Process:</p> <p>The Real Estate Director instituted efforts beginning in July 2011 to comply with these audit recommendations; however she found that the present lease administration software system is several upgrades behind and cannot track all payments other than base rent. The SFPUC is about to sign a contract to purchase new lease administration software. RES will continue efforts to comply with the audit recommendations in Q1/FY12-13.</p>	<p>SFPUC provided a copy of its software contract with Yardi Systems, Inc., which has developed a real property and asset management application to be used in conjunction with an associated database. According to an RES senior analyst, this application will automatically calculate percentage rent.</p> <p>SFPUC also provided a copy of the royalty income analysis that RES staff uses to recalculate monthly royalty payments and document their receipt.</p>	<p><b>IMPLEMENTED</b></p>
<p>7. Implement policies and procedures for ensuring Hanson's compliance with all lease terms.</p>	<p>In Process:</p> <p>The Real Estate Director instituted efforts beginning in July 2011 to comply with these audit recommendations. The Real Estate Director is working with the RES staff so that staff is familiar with and understands the/all rent payment terms in each lease. RES recently compiled and completed an operations manual. RES will continue efforts to comply with the audit recommendations in Q1/FY12-13.</p>	<p>The RES director states that in July 2011 she began meeting with staff, both individually and in groups, to review lease compliance techniques in general and then for specific high-value leases. Also, the RES director states that she held monthly staff meetings, the majority of which were training sessions, and regularly meets with analysts to go over projects, including lease compliance issues. The RES director states that she has also met with each analyst every two to three weeks.</p> <p>SFPUC submitted copies of e-mails documenting the various training sessions referenced above. <b>CSA accepts the RES director's declaration in this matter.</b></p> <p>SFPUC also submitted its recently revised (October 2013) <i>Operating Procedures for RES</i>, Chapter 11 of which addresses the issue of accounting for leases during the lease term.</p>	<p><b>IMPLEMENTED</b></p>

Recommendation	2012 Status per SFPUC	CSA Field Follow-up Work	Determination
<p>11. Use a more appropriate tool to manage its leases and permits. The tool should include all lease terms and should be easily sorted by each term.</p>	<p>In Process:</p> <p>As of July 2011 the Real Estate Director was instituting efforts to comply with these audit recommendations by causing improvements to RES current management tool, an Excel spreadsheet, and implementing Excel training for her existing staff. She is replacing the lease software system, which is several upgrades behind, to allow for automatic interest, percentage rent, subtenant rent and royalty calculations, and further, to allow automatic overdue notifications. The SFPUC is about to sign a contract to purchase new software.</p>	<p>RES hired a new senior analyst whose resume indicates that he has extensive experience in commercial lease administration and accounting.</p> <p>SFPUC submitted copies of e-mails documenting the various training sessions, including Excel training. SFPUC also provided an invoice paid for software training, as required by the software provider's contract.</p> <p>SFPUC provided a copy of its software contract with Yardi Systems, Inc., which has developed a real property and asset management application to be used in conjunction with an associated database. According to an RES senior analyst, this application will automatically calculate percentage rent.</p> <p>RES staff was scheduled to receive training in this new software on 10/15/13.</p> <p>SFPUC provided a copy of its Lease and Permit Status Report as of 8/31/2013. Data in this report includes:</p> <ul style="list-style-type: none"> <li>(1) Assignment of responsibility for various leases to specific RES staff</li> <li>(2) Whether or not a lease is in holdover status</li> <li>(3) Annual Rent</li> </ul>	<p><b>IMPLEMENTED</b></p>

Recommendation	2012 Status per SFPUC	CSA Field Follow-up Work	Determination
<p>23. Require Hanson to develop written policies and procedures for calculating and reviewing royalty payments to increase the transparency of the process and to reduce the occurrence of errors.</p>	<p>In Progress:</p> <p>The Real Estate Director instituted efforts beginning in July 2011 to comply with these audit recommendations. The Real Estate Director is working with RES staff so that staff is familiar with and understands the/all rent payment terms in each lease. In addition, RES updated its policies and procedures manual and hired a consultant who provided strategic advice regarding best lease administration practices. RES will institute efforts to require Hanson to comply with this audit recommendation in Q1/FY12-13</p>	<p>CSA requested a copy of the written policies and procedures that RES has required Hanson to develop for calculating and reviewing royalty payments.</p> <p>RES provided documentation showing communication with Hanson regarding the proper calculation of royalty payments. RES also provided an excerpt from Hanson's policies and procedures addressing the issue of royalty payments.</p> <p>RES also submitted an excerpt from Hanson's policies and procedures related to calculating and reviewing royalty payments. However, RES noted that it had found these procedures lacking and has been closely monitoring Hanson's monthly calculations of royalty payments, as shown in the e-mails mentioned above. RES states that these monitoring procedures mitigate the effect of Hanson's poorly written policies and procedures.</p> <p>CSA concurs with this assessment.</p>	<p><b>IMPLEMENTED</b></p>

Recommendation	2012 Status per SFPUC	CSA Field Follow-up Work	Determination
<p>37. Consult with the City Attorney to determine if it can collect \$7,919 in late charges and interest owed for rent and property tax payments made to SFPUC before Hanson's acquisition of Mission Valley Rock.</p>	<p>Implemented:</p> <p>RES consulted with the Office of the City Attorney. It would be difficult to demand interest and late charges for sums due prior to the transfer. The SFPUC provided an estoppels certificate dated June 15, 2005, in which the General Manager certified that to Landlord's knowledge there was no existing breach or default by Tenant under any of the Leases. ("Knowledge" was limited to "the actual knowledge of Garrett M. Dowd, [the then] Director of Real Estate Services for the SFPUC, without duty of further investigation or inquiry.") Hanson had a right to rely on the certificate. Although the certificate was limited to actual knowledge, the Office of the City Attorney does not recommend that the SFPUC make a claim all these years later that Garrett Dowd had no actual knowledge of the dates on which rent payments were made or no knowledge that the leases provided for interest and late charges. The time to look carefully at Mission Valley Rock's performance of its obligations under the leases was at the time the certificate was given.</p>	<p>CSA determined, based on SFPUC's response, that SFPUC consulted with the City Attorney on this matter, as recommended.</p>	<p><b>IMPLEMENTED</b></p>
<p>39. Establish policies and procedures for tracking late rent and property tax payments and for calculating late charges and interest owed.</p>	<p>Implemented:</p> <p>RES has updated its policies and procedures manual and has hired a consultant to provide strategic advice regarding best lease administration practices. RES will comply with this audit recommendation in Q1/FY 12-13.</p>	<p>SFPUC submitted its recently revised (10/20/13) <i>Operating Procedures for RES</i>, Chapter 11 of which addresses the issue of accounting for leases (including property taxes, late charges, and interest).</p> <p>SFPUC submitted a letter of advice from a consultant, Nancy Gille, along with Ms. Gille's best practices for real estate procedures. This document has become an addendum to RES' operating manual</p>	<p><b>IMPLEMENTED</b></p>

Recommendation	2012 Status per SFPUC	CSA Field Follow-up Work	Determination
<p>47. Ensure that its leases clearly define the circumstances under which a transfer fee and/or other revenue are due.</p>	<p>Not Yet Implemented: These leases were written on much older lease forms, which the City Attorney's Office has since replaced with lease forms containing more precise transfer language.</p>	<p>According to SFPUC, transfer fee terms are rarely used, as they apply only to quarry leases, which are few. SFPUC submitted a sample quarry lease that includes clearly defined transfer fee terms.</p>	<p><b>IMPLEMENTED</b></p>
<p>49. Appropriately monitor compliance with all relevant lease terms.</p>	<p>In Process: RES will institute efforts to comply with this audit recommendation in Q1/FY 12-13 pending improvements in staff training and lease administration software cited above.</p>	<p>Based on the various types of corrective actions that RES has taken and related supporting documentation, referred to above, CSA concludes that the RES now appropriately monitors compliance with the specific lease terms addressed in the audit report.</p>	<p><b>IMPLEMENTED</b></p>

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**From:** Board of Supervisors  
**To:** BOS-Supervisors; Ausberry, Andrea  
**Subject:** File 131120: Broadway Ordinance Support Letter

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**From:** Roger W [mailto:roger1003@yahoo.com]  
**Sent:** Monday, January 06, 2014 4:13 PM  
**To:** Board of Supervisors; Kane, Jocelyn  
**Subject:** Broadway Ordinance Support Letter

Dear Supervisors and Commissioners,

I would like to express my full support for the proposed Ordinance to amend the San Francisco Planning Code, by adding Section 789 to create the Broadway Alcohol Restricted Use District, as presented by the President of the Board of Supervisors, and District 3 Supervisor David Chiu.

The proposed Ordinance is limited and fair in scope, affecting only those properties with frontage on the 400 and 500 blocks of Broadway, in heart of the Broadway Corridor. This area has an undue concentration of liquor licenses, and has been long-plagued by crime and quality of life issues. The proposed 2-year term is comparatively short, and is very limited as it restricts not all liquor licenses, but only those deemed most (historically) problematic when in concentrated numbers, Type 48 and Type 21 licenses. The Ordinance does not affect current licenses/permits, or other types of liquor licenses (for example, Type 41 or 47 licenses for restaurants or lounges/bars serving food), nor does it aim to prevent entertainment in the district. The Ordinance is sought solely to allow the long-troubled Corridor to recover and evolve, to allow for diversity in business, and to allow recent and ongoing security and quality of life improvements to be implemented, and to have real and long-term impact. The Ordinance is sought by a variety of area stakeholders, including residents, business owners and property owners, and is meant to benefit the long-term safety, health, diversity, and economic vitality of the area for those who live, work and visit here. Such change will prove positive for the city of San Francisco, which will certainly benefit, financially and otherwise, from an improved Broadway Corridor.

I urge you to approve the proposed Ordinance to establish the Broadway Alcohol Restricted Use District.

Sincerely,

Roger Weinman  
1136 Kearny #3  
SFFD NERT Coordinator - Tel HI

Red Cross Safety Instructor  
YMCA Board Member

---

**From:** Board of Supervisors  
**To:** BOS-Supervisors; Ausberry, Andrea  
**Subject:** File 131120: Liquor License Moratorium Letter  
**Attachments:** Copier@apr.com\_20140105\_160230.pdf  
**Importance:** High

-----Original Message-----

From: Jaime Barrett Vigil [mailto:jbarrett@apr.com]  
Sent: Monday, January 06, 2014 4:19 PM  
To: Kane, Jocelyn; Board of Supervisors  
Subject: Liquor License Moratorium Letter  
Importance: High

Please see the attached supporting the ordinance to amend the planning code.

Many thanks,

Jaime Barrett Vigil  
533 Vallejo Street  
[www.Sotelneighbors.org](http://www.Sotelneighbors.org)



ATTN: San Francisco Board of Supervisors & BOS Committees

San Francisco Entertainment Commission

San Francisco Planning Department

San Francisco Planning Commission

I would like to express my full support for the proposed Ordinance to amend the San Francisco Planning Code, by adding Section 789 to create the Broadway Alcohol Restricted Use District, as presented by the President of the Board of Supervisors, and District 3 Supervisor David Chiu.

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I urge you to approve the proposed Ordinance to establish the Broadway Alcohol Restricted Use District.

Sincerely,

*James Vigil*

Printed Name

*[Handwritten Signature]*

Signature 1/5/14 Date

*523 Vallejo Street*

Home Address

OR

Business Address and Name

Additional Comments:

1 [Planning Code – Broadway Alcohol Restricted Use District]

2

3 **Ordinance amending the San Francisco Planning Code by adding new Section 789 to**  
 4 **establish the Broadway Alcohol Restricted Use District on parcels with street frontage**  
 5 **on Broadway, between Columbus Ave. and Montgomery Street; amending the Zoning**  
 6 **Map to designate the Broadway Alcohol Restricted Use District on Map Sheet SU-02,**  
 7 **and making environmental findings and findings of consistency with the General Plan**  
 8 **and the eight priority policies of Planning Code Section 101.1.**

9

NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.  
**Additions to Codes** are in *single-underline italics Times New Roman font*.  
**Deletions to Codes** are in *strikethrough italics Times New Roman font*.  
**Board amendment additions** are in double-underlined Arial font.  
**Board amendment deletions** are in ~~strikethrough Arial font~~.  
**Asterisks (\* \* \* \*)** indicate the omission of unchanged Code  
 subsections or parts of tables.

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Be it ordained by the People of the City and County of San Francisco:

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Section 1.

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(a) The Planning Department has determined that the actions contemplated in this ordinance comply with the California Environmental Quality Act (California Public Resources Code Sections 21000 et seq.). Said determination is on file with the Clerk of the Board of Supervisors in File No. [REDACTED] and is incorporated herein by reference.

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(b) Pursuant to Planning Code Section 302, this Board finds that these Planning Code amendments will serve the public necessity, convenience, and welfare for the reasons set forth in Planning Commission Resolution No. \_\_\_\_\_ and the Board incorporates such reasons herein by reference. A copy of Planning Commission Resolution No. \_\_\_\_\_ is on file with the Clerk of the Board of Supervisors in File No. \_\_\_\_\_.

1 (c) On \_\_\_\_\_, the Planning Commission, in Resolution No. \_\_\_\_\_, adopted  
2 findings that the actions contemplated in this ordinance are consistent, on balance, with the  
3 City's General Plan and eight priority policies of Planning Code Section 101.1. The Board  
4 adopts these findings as its own. A copy of said Resolution is on file with the Clerk of the  
5 Board of Supervisors in File No. \_\_\_\_\_, and is incorporated herein by reference.

6 Section 2. The Planning Code is hereby amended by adding new Section 789, to read  
7 as follows:

8 SEC. 789. BROADWAY ALCOHOL RESTRICTED USE DISTRICT.

9 (a) Findings. There is an unusually large number of establishments dispensing alcoholic  
10 beverages for consumption on Broadway, between Columbus Avenue and Montgomery Street. The  
11 existence of so many alcoholic beverage establishments, particularly bars and clubs selling spirits,  
12 appears to contribute directly to numerous peace, health, safety and general welfare problems in the  
13 area, including loitering, littering, public drunkenness, defacement and damaging of structures, and  
14 pedestrian obstructions, as well as traffic circulation, parking and noise problems on public streets  
15 and neighborhood. The existence of such problems creates serious impacts on the health, safety  
16 and welfare of residents of nearby single- and multiple-family areas, including fear for the safety of  
17 children, elderly residents, and visitors to the area. The problems also contribute to the deterioration  
18 of the neighborhood and concomitant devaluation of property and destruction of community values and  
19 quality of life. The number of establishments selling alcoholic beverages and the associated problems  
20 discourage more desirable and needed commercial uses in the area.

21 (b) Establishment of the Broadway Alcohol Restricted Use District. In order to preserve the  
22 residential character and the neighborhood-serving commercial uses of the area, the Broadway  
23 Alcohol Restricted Use District is hereby established, covering all parcels with street frontage on  
24 Broadway, between Columbus Ave. and Montgomery Street. The Broadway Alcohol Restricted Use  
25 District shall be designated on Map Sheet Number SU-02 on the Zoning Map of the City and County of

1 San Francisco.

2 (c) Definitions.

3 (1) A "liquor establishment" shall mean any enterprise selling alcoholic beverages, as  
4 defined by California Business & Professions Code Section 23004 and 23025, pursuant to a California  
5 Alcoholic Beverage Control Board license. It shall not be interpreted to mean an establishment that (A)  
6 operates as a Bona Fide Eating Place, as defined in Section 790.142 of this Code, or (B) operates as  
7 an "other retail sales and service" use that sells general groceries or specialty groceries, as defined in  
8 Planning Code Section 790.102 (a) or (b), respectively.

9 (2) An "off sale liquor establishment" shall mean a Liquor Store as defined in Planning  
10 Code Section 790.55.

11 (3) An "on sale liquor establishment" shall mean a Bar as defined in Planning Code  
12 Section 790.22.

13 (d) Controls.

14 (1) No new on-sale or off-sale liquor establishment (except bars serving only wine and  
15 beer with a California Department of Alcoholic Beverage Control Liquor License ("ABC License")  
16 Type No. 42) shall be permitted in the Broadway Alcohol Restricted Use District. A liquor  
17 establishment located in the Broadway Alcohol Restricted Use District may transfer its alcohol license  
18 to another site, either within or outside the Broadway Alcohol Restricted Use District. A liquor  
19 establishment located outside the Broadway Alcohol Restricted Use District shall not transfer any  
20 alcohol license to a liquor establishment located within the Broadway Alcohol Restricted Use District.  
21 Any transfer of a liquor an alcohol license to a new location within the Broadway Alcohol Restricted  
22 Use District shall require a conditional use permit for the new liquor establishment.

23 (2) Whenever a liquor establishment has discontinued its use for a continuous period of  
24 one year or more, the liquor establishment shall be deemed to have abandoned its use as a liquor  
25 establishment, provided that a break in continuous operation shall not be interpreted to include the

1 following, as long as the location of the establishment does not change, the square footage used for the  
2 sale of alcoholic beverages does not increase, and the type of ABC License does not change:

3 (A) Re-establishment, restoration or repair of an existing liquor establishment  
4 on the same lot after total or partial destruction or damage due to fire, riot, insurrection, toxic accident  
5 or other force majeure; or:

6 (B) Temporary closure of an existing liquor establishment for repair, renovation,  
7 or remodeling, provided that permit applications for the repair, renovation or remodeling work shall  
8 be submitted to the City upon or prior to the temporary closure and such permits and work shall be  
9 pursued diligently to completion; or

10 (C) A change in ownership of a Liquor Establishment or an owner-to-owner  
11 transfer of an ABC License.

12 (3) New Restaurants with ABC Licenses Types 47 and 49 may operate past 12:00  
13 midnight provided that the Restaurant serves food in the following manner, until the time it closes:

14 (A) It continues to serve meals to guests for compensation and has available  
15 kitchen facilities connected therewith, for cooking of an assortment of foods which may be required for  
16 ordinary meals; and

17 (B) "Meals" that are offered after midnight shall mean an assortment of foods  
18 commonly ordered at various hours of the day for breakfast, lunch or dinner. Incidental food service,  
19 comprised only of appetizers to accompany drinks, is not considered a meal. Incidental, sporadic or,  
20 infrequent sales of meals or a mere offering of meals without actual sales is not compliance; and

21 (C) "Guests" shall mean persons who come to the Restaurant after midnight for  
22 the purpose of obtaining, and actually order and obtain at such time, a meal therein. Nothing in this  
23 section, however, shall be construed to require that any food be sold or purchased with any beverage.

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1           (e) Sunset Provision. This Section 789 shall be repealed two (2) years after its initial Effective  
2           Date unless the Board of Supervisors, on or before that date, extends or re-enacts it.

3           Section 3. Effective Date. This ordinance shall become effective 30 days after  
4           enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the  
5           ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board  
6           of Supervisors overrides the Mayor's veto of the ordinance.

7

8           APPROVED AS TO FORM:  
9           DENNIS J. HERRERA, City Attorney

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11           By:           ANDREA RUIZ-ESQUIDE  
                  Deputy City Attorney

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**From:** Board of Supervisors  
**To:** BOS-Supervisors; Ausberry, Andrea  
**Subject:** File 131120: Broadway Alcohol Restricted Use District

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**From:** Geri Koeppel [mailto:gerikoeppel@me.com]  
**Sent:** Tuesday, January 07, 2014 8:41 AM  
**To:** Kane, Jocelyn  
**Cc:** Board of Supervisors  
**Subject:** Broadway Alcohol Restricted Use District

ATTN: San Francisco Board of Supervisors & BOS Committees

San Francisco Entertainment Commission

San Francisco Planning Department

San Francisco Planning Commission

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The Ordinance is sought solely to allow the long-troubled Corridor to recover and evolve, to allow for diversity in business, and to allow recent and ongoing security and quality of life improvements to be implemented, and to have real and long-term impact. The Ordinance is sought by a variety of area stakeholders, including residents, business owners and property owners, and is meant to benefit the long-term safety, health, diversity, and economic vitality of the area for those who live, work and visit here. Such change will prove positive for the city of San Francisco, which will certainly benefit, financially and otherwise, from an improved Broadway Corridor.

I urge you to approve the proposed Ordinance to establish the Broadway Alcohol Restricted Use District.

Geri Koeppel  
405 Davis Court, No. 1004  
San Francisco, CA 94111  
415-400-4010

---

**From:** Board of Supervisors  
**To:** BOS-Supervisors; Ausberry, Andrea  
**Subject:** File 131120: Hearing/Support for short-term 48 moratorium on Broadway

---

**From:** Bennett Montoya [mailto:bennett@a3atmosphere.com]  
**Sent:** Tuesday, January 07, 2014 3:30 PM  
**To:** Steph Greenburg; Kane, Jocelyn; Board of Supervisors  
**Subject:** Re: Hearing/Support for short-term 48 moratorium on Broadway

ATTN: San Francisco Board of Supervisors & BOS Committees  
San Francisco Entertainment Commission  
San Francisco Planning Department  
San Francisco Planning Commission

I would like to express my full support for the proposed Ordinance to amend the San Francisco Planning Code, by adding Section 789 to create the Broadway Alcohol Restricted Use District, as presented by the President of the Board of Supervisors, and District 3 Supervisor David Chiu.

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I urge you to approve the proposed Ordinance to establish the Broadway Alcohol Restricted Use District.

Sincerely,

Bennett Montoya

On Sun, Jan 5, 2014 at 2:09 PM, Steph Greenburg <[stephgreenburg@sotelneighbors.org](mailto:stephgreenburg@sotelneighbors.org)> wrote:  
Addresses if you want to send letter via email, otherwise I can pick up, thanks again!

Entertainment Commission: [jocelyn.kane@sfgov.org](mailto:jocelyn.kane@sfgov.org)

Board of Supervisors: [board.of.supervisors@sfgov.org](mailto:board.of.supervisors@sfgov.org)



On Sat, Jan 4, 2014 at 8:18 PM, Steph Greenburg <[stephgreenburg@sotelneighbors.org](mailto:stephgreenburg@sotelneighbors.org)> wrote:  
Thanks Bennett! We are looking at Jan 9, 10, 13 or 17 at 3:00 or 4:00 PM. So far the 13th or 17th at 3:00 seem to be preferable. Let me know if any of these dates/times work for you.

I am attaching a draft Ordinance support letter. Feel free to use/sign if you are comfortable with it, or use as template for your own letter. Let me know if you I can help in any way, and how/when I can get it from you. I can pick up, or you could copy and paste what you want into an email and send it as well, that should be fine. Let me know!

THANK YOU!

Steph

On Sat, Jan 4, 2014 at 5:50 PM, Bennett Montoya <[bennett@a3atmosphere.com](mailto:bennett@a3atmosphere.com)> wrote:  
Hello Steph,

What type of verbiage do you need in the letter?

I'm available to help as much as I can with the Music Festival.

On Sat, Jan 4, 2014 at 12:34 PM, Steph Greenburg <[stephgreenburg@sotelneighbors.org](mailto:stephgreenburg@sotelneighbors.org)> wrote:  
Happy New Year Bennett!

Hope this will be a successful year for you and ATmosphere...and that things work out well with your landlord :-)

I am hoping I can get a letter of support from you (or signature on form letter I can provide, if preferable) for the license moratorium. I could swing by today or tomorrow, or an emailed letter from you would be fine as well. I would need this by Tuesday.

**HEARING THIS TUESDAY:** There is an Entertainment Commission hearing regarding the moratorium this Tuesday, so such support will be used for this and the upcoming Board of Supervisors hearing, expected to be held later this month. So I suppose you can tell your landlord the hearing process has begun...

Please let me know if you have any questions or if you need me to re-send the Ordinance. Again, this is a very short-term moratorium on NEW liquor store (Type 21) and Nightclub/Bar without food (Type 48) licenses along the 400 and 500 blocks of Broadway for 2 years only. This does not impact current licenses, other types of licenses (including full bar licenses with food) or entertainment permits.

Please let me know...and thanks again for your support.

On another note, I am trying to schedule a CBD-related meeting to start organizing a music festival/event on Broadway in the spring, are you interested in being part of this group? This first meeting would be for exploring options and organizing a game plan...If you are interested let me know and I will put you on the distribution list...

Cheers!

**Error! Filename not specified.**

--

Stephanie Greenburg  
President, SoTel Neighbors  
(415) 794-7596

--

Bennett Montoya  
Managing Member

A3 Atmosphere  
447 Broadway St.  
San Francisco, CA, 94133

650-218-2884 cell  
www.facebook.com/AtmosphereSF  
www.facebook.com/pages/Atmosphere-SF/103131496390406?ref=hl  
www.a3atmosphere.com

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Stephanie Greenburg  
President, SoTel Neighbors  
(415) 794-7596

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Stephanie Greenburg  
President, SoTel Neighbors  
(415) 794-7596

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Bennett Montoya  
Managing Member

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447 Broadway St.  
San Francisco, CA, 94133

650-218-2884 cell  
www.facebook.com/AtmosphereSF

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**From:** Board of Supervisors  
**To:** BOS-Supervisors; Ausberry, Andrea  
**Subject:** File: 131120: Hearing/Support for short-term 48 moratorium on Broadway

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**From:** Bennett Montoya [mailto:bennett@a3atmosphere.com]  
**Sent:** Tuesday, January 07, 2014 4:12 PM  
**To:** Steph Greenburg; Kane, Jocelyn; Board of Supervisors  
**Subject:** Re: Hearing/Support for short-term 48 moratorium on Broadway

Bennett Montoya  
Managing Member

A3 Atmosphere  
447 Broadway St.  
San Francisco, CA, 94133

650-218-2884 cell  
[www.facebook.com/AtmosphereSF](http://www.facebook.com/AtmosphereSF)  
[www.facebook.com/pages/Atmosphere-SF/103131496390406?ref=hl](http://www.facebook.com/pages/Atmosphere-SF/103131496390406?ref=hl)  
[www.a3atmosphere.com](http://www.a3atmosphere.com)

On Tue, Jan 7, 2014 at 3:29 PM, Bennett Montoya <[bennett@a3atmosphere.com](mailto:bennett@a3atmosphere.com)> wrote:

ATTN: San Francisco Board of Supervisors & BOS Committees

San Francisco Entertainment Commission

San Francisco Planning Department

San Francisco Planning Commission

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I urge you to approve the proposed Ordinance to establish the Broadway Alcohol Restricted Use District.

Sincerely,

Bennett Montoya

On Sun, Jan 5, 2014 at 2:09 PM, Steph Greenburg <[stephgreenburg@sotelneighbors.org](mailto:stephgreenburg@sotelneighbors.org)> wrote:  
Addresses if you want to send letter via email, otherwise I can pick up, thanks again!

Entertainment Commission: [jocelyn.kane@sfgov.org](mailto:jocelyn.kane@sfgov.org)

Board of Supervisors: [board.of.supervisors@sfgov.org](mailto:board.of.supervisors@sfgov.org)

On Sat, Jan 4, 2014 at 8:18 PM, Steph Greenburg <[stephgreenburg@sotelneighbors.org](mailto:stephgreenburg@sotelneighbors.org)> wrote:  
Thanks Bennett! We are looking at Jan 9, 10, 13 or 17 at 3:00 or 4:00 PM. So far the 13th or 17th at 3:00 seem to be preferable. Let me know if any of these dates/times work for you.

I am attaching a draft Ordinance support letter. Feel free to use/sign if you are comfortable with it, or use as template for your own letter. Let me know if you I can help in any way, and how/when I can get it from you. I can pick up, or you could copy and paste what you want into an email and send it as well, that should be fine. Let me know!

THANK YOU!

Steph

On Sat, Jan 4, 2014 at 5:50 PM, Bennett Montoya <[bennett@a3atmosphere.com](mailto:bennett@a3atmosphere.com)> wrote:  
Hello Steph,

What type of verbiage do you need in the letter?

I'm available to help as much as I can with the Music Festival.

On Sat, Jan 4, 2014 at 12:34 PM, Steph Greenburg <[stephgreenburg@sotelneighbors.org](mailto:stephgreenburg@sotelneighbors.org)> wrote:  
Happy New Year Bennett!

Hope this will be a successful year for you and ATmosphere...and that things work out well with your landlord :-)

I am hoping I can get a letter of support from you (or signature on form letter I can provide, if preferable) for the license moratorium. I could swing by today or tomorrow, or an emailed letter from you would be fine as

well. I would need this by Tuesday.

**HEARING THIS TUESDAY:** There is an Entertainment Commission hearing regarding the moratorium this Tuesday, so such support will be used for this and the upcoming Board of Supervisors hearing, expected to be held later this month. So I suppose you can tell your landlord the hearing process has begun...

Please let me know if you have any questions or if you need me to re-send the Ordinance. Again, this is a very short-term moratorium on NEW liquor store (Type 21) and Nightclub/Bar without food (Type 48) licenses along the 400 and 500 blocks of Broadway for 2 years only. This does not impact current licenses, other types of licenses (including full bar licenses with food) or entertainment permits.

Please let me know...and thanks again for your support.

On another note, I am trying to schedule a CBD-related meeting to start organizing a music festival/event on Broadway in the spring, are you interested in being part of this group? This first meeting would be for exploring options and organizing a game plan...If you are interested let me know and I will put you on the distribution list...

Cheers!

**Error! Filename not specified.**

--  
Stephanie Greenburg  
President, SoTel Neighbors  
(415) 794-7596

--  
Bennett Montoya  
Managing Member

A3 Atmosphere  
447 Broadway St.  
San Francisco, CA, 94133

650-218-2884 cell  
www.facebook.com/AtmosphereSF  
www.facebook.com/pages/Atmosphere-SF/103131496390406?ref=hl  
www.a3atmosphere.com

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[www.a3atmosphere.com](http://www.a3atmosphere.com)

BS-11  
CpBoyle

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

January 6, 2014

2014 JAN -7 PM 12:13

San Francisco Mayor  
Edwin Lee  
Mayor's Office, City Hall  
San Francisco, CA 941021

AK

Re: Amendment to the Transportation Code, Article 1100: Changes for the Ramp Taxi Scheme.

Mayor Lee:

I am sending this brief letter for you and the Board of Supervisors to read, so you can evaluate for yourselves on what is taking place, today, with this SFMTA new Amendment and scheme. The Commission is voting on a 42 page Amendment ten days after they created it. The attorneys at the SFMTA, again, are trying to run through a new scheme for ramp taxis that has absolutely no basis. At the present time, taxi drivers in San Francisco cannot afford to live in this City, and they work under the umbrella of the SFMTA without pensions, medical, dental, grievance procedures or unemployment insurance. As the SFMTA sells more and more taxi medallions, all parties are making less and less.

At present, the SFMTA has created chaos in the San Francisco's taxi business, as the APP cabs take over. Radio calls to City cab companies have declined by over 50%, and continue to decline. As more and more of the unemployed become taxi drivers, and enter the system, city taxi drivers are leaving. Today, there are up to several hundred SFMTA taxi medallions that have been sold, sitting on the walls of many cab firms because there are no taxi drivers for them. Why pay gate and gas, when you can drive your own car and pay nothing to the MTA. The APP cab firms have no over-head, they do not own the cabs or control the drivers. As more and more cabs enter the system, all drivers are making less and less. Ramp taxis have the highest overhead in the business, but for the SFMTA this is not enough.

My name is Emil Lawrence, and I am the man that has applied for the three Taxi Commission Director's posts since 2005, and was turned down each time, although I was the most qualified candidate. The positions never called for an attorney, but for an Administrative Analyst from Classes 2018-2027, with an MA in business and a massive background in the taxi business. I am presently on the Civil Service Registry and have applied for over one thousand (1000) positions at City Hall including the MTA, and again, have been turned down. Now, we have SFMTA attorneys dictating economic policies.

At present, I am the holder of ramp taxi medallion 9015, one of the last 19 ramp medallions the SFMTA has yet to suck \$125,000 from. As of this date, they have fined, threatened and forced ramp van medallion holders to buy into their new taxi medallion system, when we were told that we would get our medallion our regular taxi medallion after doing a ramp for three years. Our contract calls for ramp van taxi medallion holders to receive their medallion, not to buy their taxi medallion. I have been driving a ramp taxi since 2008. And, ramp medallions were never made to compete with non-profits like MV Mobile and SF Paratransit, which get millions of dollars from the City for picking up wheelchairs passengers. MV and SF Paratransit get up to \$58.00 for each wheel chair pick up—we do not. MV and SF Paratransit workers have unemployment insurance, we do not.

The figures the SFMTA has using are fraudulent and have been made up to force fines, fees for ramp medallion holders to turn in their medallions, to buy new ones. To put another burden on taxi drivers

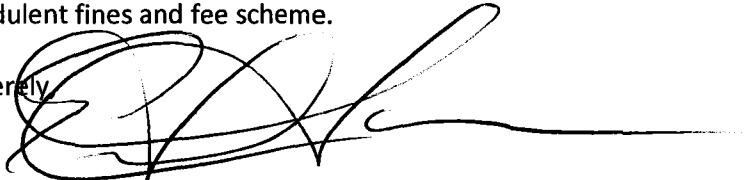
that helped this City in some way. And, 81 ramp taxi medallion holders have been fined and forced to give up their medallion. The SFMTA has flooded the system with taxi medallions.

In this city, most wheelchairs are collapsible and can go into any taxi, not just a ramp taxi van, and they do go into any taxi that is available. Ramp van taxis are geared for motorized chairs, and are non-commercial vans which are used for commercial purposes.

Please contact these SFMTA Commissioners and tell them to vote against this 42 page Amendment.

I have enclosed a copy of the SFMTA rule book, the monthly fines from Jarvis Murray, a letter from the MTA and my month of December profit and loss log. Under the present conditions, and I am not alone, I make less than a File Clerk at City Hall. There is no room to buy anything from the SFMTA or pay their fraudulent fines and fee scheme.

Sincerely,



Emil Lawrence MBA  
Ramp Van Medallion  
Taxi Medallion 9015  
77 Van Ness Avenue,  
Bldg One, Unit 1304  
SF CA 94102  
415-513-7705 PCS Mobile

cc: Board of Supervisors





September 25, 2013

Emil Lawrence  
660 Westfield Road #281 OR 287  
San Francisco, CA 94128

Dear Emil Lawrence:

Re: Notice of Ineligibility for a Taxicab Medallion Permit, List# 6-889

On **February 25, 2013** you were offered the opportunity to qualify to purchase a San Francisco Taxi Medallion pursuant to the San Francisco Taxi Medallion Transfer Program. A response was due on **Thursday, April 11, 2013**. We did not receive a response from you by that date.

Pursuant to the Transportation Code 1103 (b)(5) you are hereby notified that you have 30 days to respond to this letter or your opportunity will be withdrawn and you will be INELIGIBLE for a Taxi Medallion Permit.

If you have any questions regarding this matter, please contact me on (415) 701-5425.

Sincerely,

Marie Aure-Flieder  
SFMTA Taxi Services



Edwin M. Lee | Mayor  
 Tom Nolan | Chairman  
 Jerry Lee | Vice-Chairman  
 Leona Bridges | Director  
 Cheryl Brinkman | Director  
 Malcolm Heinicke | Director  
 Bruce Oka | Director  
 José Ramos | Director  
 Edward D. Reiskin | Director of Transportation

**NOTICE OF VIOLATION AND ADMINISTRATIVE FINE**

**Emile Lawrence # 9015**  
**2060 Newcomb Ave.**  
**San Francisco, CA 94123**

The SFMTA Taxi Services Section reviewed your wheelchair service performance for July 2013 showing you have 0 wheelchair pickups under your ramp medallion. You are in violation of Transportation Code §1110(a)(3), which carries a penalty of \$150 for every offense. The SFMTA Taxi Services Section hereby issues the following **ADMINISTRATIVE PENALTY** to the above-named ramp permit holder for failure to comply with the Taxi Regulations. The fine is due within 30 days.

<b>ADMINISTRATIVE FINE</b>		<b>CITATION # 0813-003</b>
<b>DATE</b>	<b>CODE SECTION: DESCRIPTION</b>	<b>PENALTIES</b>
July 2013	§1110 (a) (3): Failure to Comply Minimum Wheelchair Pickups.	\$150.00
<b>TOTAL AMOUNT DUE:</b>		<b>\$150.00</b>

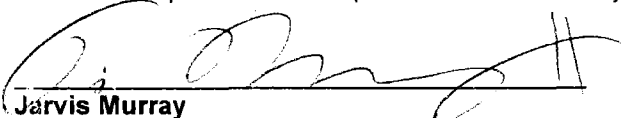
If you wish to contest the alleged violation, you have the right to request a fact-finding hearing by filing a request for a hearing with the Taxi Section within 20 business days of the date of this notice. If you fail to respond within 20 days, the amount of the administrative penalty shall be deemed final by the SFMTA.

**PAYMENT OPTIONS**

OPTION 1) BY MAIL: Send check or money order payable to the SFMTA – Taxi Section, One South Van Ness Avenue, 7<sup>th</sup> Floor, San Francisco, CA 94103-5417. OPTION 2) IN PERSON: Monday-Friday 9:00 AM to 11:30 AM or 2:00PM-5:00PM.

**WARNING**

Failure to respond or pay the fines listed above will be referred to the SFMTA's Finance Division and may result in further disciplinary action. Failure to take immediate action as required to correct the above violation(s) may result in further administrative penalties and suspension or revocation of your permit.

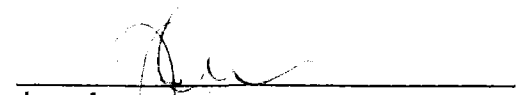


**Jarvis Murray**  
**Enforcement and Legal Affairs Manager**  
 SFMTA, Division of Taxis

**PROOF OF SERVICE BY MAIL**

I declare that I am employed by the City and County of San Francisco, State of California. I am over the age of eighteen years and not a party to the within cause. My business address is San Francisco Municipal Transportation Agency, One South Van Ness, 7<sup>th</sup> Floor, San Francisco, California 94103. On **August 6, 2013**, I served the Notice of Violation and Administrative Fine upon the permit holder in said cause, by placing a true copy thereof enclosed in a sealed envelope with postage fully prepaid, in the United States mail at San Francisco, California, addressed above.

I declare under penalty of perjury that the foregoing is true and correct, and that this declaration was executed on, **August 6, 2013** at San Francisco, California.



**Jane Arce**  
 SFMTA Taxi Section



Approx Income Flow

Custom Van Cost \$35,000

Gross 5799.00

Expenses 2185.00

\$ 3614.00 Gross \$ P/m

\$ 850.00 VAN Depreciat-

\$ 2764.00


~~\$12~~ m/m

\$ 33,168 Before Interest

or

TAXES

Half of what a file clerk makes a City Hall.

  
1/7/14

Average

Monthly Cash Flow for  
Ramp installation 2015,  
operated by Emil Laurson

Dear our San Francisco Mayor Ed Lee and Board of Supervisors

## HAPPY NEW YEAR 2014!!

For our city mayor, Chief of police, fire chief, and the Sheriff Department for keeping our city safe in this new year. As an American Egyptian native and the oldest community activist, I would like to give my sympathy to any family who has lost someone they love. In the meantime, I would like to congratulate any families who have new babies and I wish them great success.

In the meantime, I hope and I wish that my own country where I come from to have peace and love and a grateful government and to stop killing innocent people as we see on the news.

In the meantime, I would like to see more success to our San Francisco City and the lovely people who run our government in the City Hall.

Ladies and gentleman I am only one of the lucky people that have the chance to live in this lovely city. On behalf of myself and the community I live in, I would like to wish you good luck!

Abdalla Megahead 1/7/2014

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

2014 JAN - 7 PM 4:16

RECEIVED  
MAYOR'S OFFICE

14 JAN 7 PM 4:13



---

**From:** Board of Supervisors  
**To:** BOS-Supervisors  
**Subject:** SFUSD Board Meeting on the Relocation of SOTA school - reasoning and costs

---

**From:** Aaron Goodman [mailto:amgodman@yahoo.com]  
**Sent:** Tuesday, January 07, 2014 10:49 PM  
**To:** Kim-ShreeMaufas@sfusd.edu; Hydra.Mendoza@sfusd.edu; EmilyMurase@sfusd.edu; JillWynns@sfusd.edu; MattHaney@sfusd.edu; SandraFewer@sfusd.edu; RachelNorton@sfusd.edu  
**Cc:** cascoe@sfusd.edu; Board of Supervisors  
**Subject:** SFUSD Board Meeting on the Relocation of SOTA school - reasoning and costs

SFUSD Board Members (cc: SF Board of Supervisors)

I am writing to you due to the proposed relocation of the Ruth Asawa School of the Arts as stated in the SF Examiner today for tonights hearing which I was unable to attend.

I am concerned due to the issue of why you would propose to relocate such a large and currently centrally located campus on the 44 Bus Line and adjacent to the KLM lines at Forrest Hill Station?

The pressures seem to be currently coming from the administration of the mayor looking to capitalize on land and development ability of the future of that site and not the current use and needs of the surrounding districts.

I know that many parents bring there kids or bus them to the site for the summer Theater Camps and the school itself has a prime location in and surrounded by higher end housing. Bringing kids downtown also brings with it the problems unsolved by having children in denser urban and auto congested areas downtown where getting to and from the school, and being near very traffic congested downtown areas may actually cause a more difficult commute for many of the kids attending.

I also questioned prior the sale of land post leaving the school to rot at the Frederick Burke Elementary School, the largest school site near the largest rental community of Parkmerced. The sale of which went to a developer and back to the SFSU-CSU without real impact related study by the district on the impacts of having to drive for many families towards other schools and the loss of such a site in such a prime real estate location between the school and residential communities of Stonestown and Parkmerced.

The costs and environmental impacts of destroying or tearing down such an existing site, and or building up a new site should be looked at seriously environmentally in terms of carbon footprint and effects. I hope you will reconsider your approach to the existing school without a serious investigation such as an open-competition to revitalize the existing site, and or look at what options can be gained from holding on to the existing SOTA land and site vs. a quick sell-off for funds for relocating to another downtown site.

I know for High School I also was looking at sending my daughter to that school because of the transit connectivity to the Excelsior and the 44 Bus Line in addition to the ease of getting there by car and foot if needed. I would strongly think that many other parents unaware of this discussion or members of the public would be concerned about such a change without a fully vetted discussion on why and in what reasons would the land be sold/vacated or otherwise changed from public school land to what future use, and in what ways the existing site can be revitalized.

Please reconsider your ideas until a fully vetted process and options/alternatives discussed that may make better financial and environmental sense currently.

Sincerely  
Aaron Goodman  
Architect  
25 Lisbon St. San Francisco CA 94112  
415.786.6929  
[amgodman@yahoo.com](mailto:amgodman@yahoo.com)

---

**From:** Board of Supervisors  
**To:** BOS-Supervisors  
**Subject:** pedestrian deaths  
**Attachments:** smart monsters.JPG

---

**From:** ledpenny@aol.com [mailto:ledpenny@aol.com]  
**Sent:** Wednesday, January 08, 2014 9:46 AM  
**To:** Board of Supervisors  
**Subject:** pedestrian deaths

50 years ago, cities put on campaigns to encourage the safety of light, bright clothing at night. Campaign no longer on agenda. This cartoon might inspire a campaign....



[ledpenny@aol.com](mailto:ledpenny@aol.com)





Orig: COB  
Bos-H, Leg Dep *Electronically  
page*  
RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2014 JAN -8 PM 2:48  
Ak

OFFICE OF THE GOVERNOR

January 6, 2014

To the California County Boards of Supervisors:

Consistent with the requirement in Elections Code section 12000, enclosed please find a copy of the proclamation calling the Statewide Direct Primary Election on Tuesday, June 3, 2014.

Sincerely,

JONATHAN K. RENNER  
Legal Affairs Secretary

Enclosure

14

**Executive Department**  
**State of California**

**A PROCLAMATION**

**BY THE GOVERNOR OF THE STATE OF CALIFORNIA**

I, **EDMUND G. BROWN JR.**, Governor of the State of California, pursuant to section 12000 of the Elections Code, proclaim that a Statewide Direct Primary Election will be held throughout this State on Tuesday, the 3rd day of June, 2014, at which the following offices are to be filled:

**GOVERNOR;**

**LIEUTENANT GOVERNOR;**

**SECRETARY OF STATE;**

**CONTROLLER;**

**TREASURER;**

**ATTORNEY GENERAL;**

**INSURANCE COMMISSIONER;**

**MEMBERS OF THE STATE BOARD OF EQUALIZATION** from each of the four equalization districts of the State;

**REPRESENTATIVES TO THE CONGRESS OF THE UNITED STATES** from each of the 53 congressional districts of the State;

**STATE SENATORS** from even-numbered districts of the 40 senatorial districts of the State;

**MEMBERS OF THE ASSEMBLY** from each of the 80 assembly districts of the State;

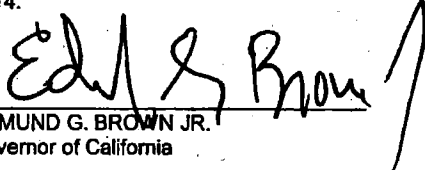
**SUPERINTENDENT OF PUBLIC INSTRUCTION;** and

All such other state, county, judicial, or other officers as are provided by law to be filled at such election.

I further proclaim that at such election there will also be submitted to the vote of the electors such proposed constitutional amendments, questions, and propositions as are required to be so submitted by the Constitution and laws of this State.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 12<sup>th</sup> day of January 2014.



  
EDMUND G. BROWN JR.  
Governor of California

ATTEST:

  
DEBRA BOWEN  
Secretary of State

---

**From:** Chapin-Rienzo, Shanda on behalf of Reports, Controller  
**Sent:** Wednesday, January 08, 2014 12:20 PM  
**To:** Calvillo, Angela; Nevin, Peggy; BOS-Supervisors; BOS-Legislative Aides; Kawa, Steve; Howard, Kate; Falvey, Christine; Elliott, Jason; Campbell, Severin; Newman, Debra; Rose, Harvey; Perl, Charles; Hom, Nancy; Rydstrom, Todd; Kelly, Jr, Harlan; sfdocs@sfpl.info; Gabriel Metcalf; Bob Linscheid; jballesteros@sanfrancisco.travel; Rosenfield, Ben; Zmuda, Monique; Lane, Maura; CON-EVERYONE; CON-CCSF Dept Heads; CON-Finance Officers  
**Subject:** Issued: Fiscal Year 2012-2013 San Francisco Public Utilities Commission Ratepayer Assurance Scorecard

The Office of the Controller's City Services Auditor Division (CSA) today issued the first annual FY 2012-2013 SFPUC Ratepayer Assurance Scorecard.

The San Francisco Public Utilities Commission (SFPUC) is an agency of the City and County of San Francisco that provides high-quality drinking water to a population of approximately 2.6 million people, including retail customers in San Francisco and wholesale customers located in San Mateo, Santa Clara, and Alameda Counties. The SFPUC provides wastewater services to over 800,000 residents of San Francisco and green hydroelectric solar power to the City's municipal departments.

The SFPUC's Ratepayer Assurance Policy was adopted on October 23, 2012 and is reviewed annually as part of the budget process to ensure measureable, verifiable, wise use of ratepayer resources for all enterprises- Water, Power, and Sewer. The policy promotes accountability and transparency with an annual scorecard developed and performed by the Office of the Controller, City Services Auditor (CSA).

This scorecard provides useful information to the ratepayers and the Commission using measures that assess the performance of ratepayer strategies and policies in mitigating risk and taking advantage of opportunities to yield positive outcomes. Each measure addresses one of the following policy categories of Asset Management, Mission Management & Sustainability, and Personnel Management.

To view the scorecard, please visit our Web site at:  
<http://openbook.sfgov.org/webreports/details3.aspx?id=1652>

For more information please contact:

Office of the Controller  
City Services Auditor Division  
Jennifer Tsuda, Performance Analyst  
Phone: 415-554-7514  
Email: [jennifer.tsuda@sfgov.org](mailto:jennifer.tsuda@sfgov.org)

Follow us on Twitter [@sfcontroller](https://twitter.com/sfcontroller)



**ASSET MANAGEMENT**

**1. Preventative Maintenance** **B-**  
Combined Utility Avg Benchmark = 80%

Utility	Percentage
WATER	79%
POWER	78%
SEWER	50%

**STEWARDSHIP**

**2. Regulatory Compliance** **A**  
Meets or Exceeds the Standard

**0** **Zero fines or sanctions for WATER POWER or SEWER Enterprises**

**STEWARDSHIP**

**MISSION MANAGEMENT SUSTAINABILITY**

**3. Average Monthly Bill** **A**

Phone Land line	\$32.81
Garbage Collection	\$34.51
SFPUC Electric Power	\$66.32*
SFPUC Water Sewer	\$37.50/\$48.97
<b>Total</b>	<b>\$86.47</b>
AT&T Cell Phone Nat'l Plan 1350	\$103.83
Comcast Internet Cable	\$52.95/\$74.81
<b>Total</b>	<b>\$127.76</b>
PG&E Gas Electric	\$63.21/\$77.26
<b>Total</b>	<b>\$140.47</b>

CA Average Combined Utility Bills = **\$178.89**  
\* SFPUC provides electricity to Hunter's Point and Treasure Island.

**SERVICE**

**4. Cost of Service** **B+**  
\$1.70 per person/day  
CA Average Cost/Person/Day = \$1.99

W & S= 96¢	\$1.80	\$2.00	\$3.33	\$3.59
SFPUC W, S & P	Avg Coffee	MUNI Adult Fare	Cell Phone Cost/Day	Avg BART Fare

**SERVICE**

**5. Credit Ratings** **A**  
Maintained Low Risk

**AA- WATER** Investment Grade rated by S&P/Moody's  
**Aa3 SEWER**

**STEWARDSHIP**

**6. Customer Service Quality** **B**  
% of Retail Customers that rate SFPUC good or better **86% YTD**

**SERVICE**

**7. Environmental Stewardship - All Enterprises Exceed Standards** **A**

California Average 100 gallons per person/day	SFPUC 100% Renewable Energy, Retail/Municipal	<b>0</b> <b>SEWER</b> Zero unauthorized discharges in 3 years
San Francisco 49 gallons per person/day	20% California Requirement	

SF residential use is well under the CA average

**ENVIRONMENTAL STEWARDSHIP**

**PERSONNEL MANAGEMENT**

**8. Contracted Hours** **A**  
Exceeds Minimum Local Hire Ordinance by 4%

**29%** WATER POWER SEWER Local Hires  
**25%** 2010 Local Hire Ordinance Requirement

**RESPECT/EQUAL OPPORTUNITY**

**9. Lost Time Incidents** **C**  
Per 100 Employees  
Needs Improvement

**3.2** out of 100

**SAFETY**



# SFPUC Ratepayer Assurance Scorecard

## CITY AND COUNTY OF SAN FRANCISCO

### OFFICE OF THE CONTROLLER

# A-

FY 2012-13

#### PURPOSE

The San Francisco Public Utilities Commission (SFPUC) is an agency of the City and County of San Francisco that provides high-quality drinking water to a population of approximately 2.6 million people, including retail customers in San Francisco and wholesale customers located in San Mateo, Santa Clara, and Alameda Counties. The SFPUC provides wastewater services to over 800,000 residents of San Francisco and green hydroelectric solar power to the City's municipal departments.

The SFPUC's Ratepayer Assurance Policy was adopted on October 23, 2012 and is reviewed annually as part of the budget process to ensure measureable, verifiable, wise use of ratepayer resources for all enterprises- **Water (W)**, **Power (P)**, and **Sewer (WW)**. The policy promotes accountability and transparency with an annual scorecard developed and performed by the Office of the Controller, City Services Auditor (CSA).

This scorecard provides useful information to the ratepayers and the Commission using metrics that measure the performance of ratepayer strategies and policies in mitigating risk and taking advantage of opportunities to yield positive outcomes. Each metric addresses one of the following policy categories of Asset Management, Mission Management & Sustainability, and Personnel Management in line with the Effective Utility Management (EUM) initiative and model. For further information, please refer to the SFPUC Ratepayer Assurance Scorecard Manual.

#### GRADING SCALE

The measures are graded based on the standard academic scale illustrated below. Grades are based on comparison to a relevant industry standard, best practice, comparison to peer jurisdictions, or comparison to SFPUC standard or policy:

Grade	Description	Score Range
A	Exceptionally	3.8 - 4.0
A-	Above Standard	3.4 - 3.7
B+	Slightly Above or Meets Standard	3.1 - 3.3
B		2.8 - 3.0
B-		2.4 - 2.7

Grade	Description	Score Range
C+	Slightly	2.1 - 2.3
C	Below	1.8 - 2.0
C-	Standard	1.4 - 1.7

Grade	Description	Score Range
D+	Below Standard	1.1 - 1.3
D		0.8 - 1.0
D-		0.4 - 0.7
F	Critically Below Standard	0.0 - 0.3

#### FY13 SUMMARY

The SFPUC in the aggregate scored slightly above average or a letter grade A-. The SFPUC exceeded benchmarks for five (56%) of the measures and met industry benchmarks for three (33%) of measures. One measure (11%) were slightly below the standard and need improvement.

Policy Category	#	Measure	W	P	WW	Average Score	Grade
Asset Management	1	<b>Stewardship:</b> Preventive maintenance ratio	B	B	C	2.7	B-
	2	<b>Regulatory Compliance:</b> Number of incidents of fines/sanctions	A	A	A	4.0	A
Mission Management & Sustainability	3	<b>Service:</b> Average monthly combined water, power, and sewer residential bill	A	A	A	4.0	A
	4	<b>Service:</b> Cost per person per day	A	B	B	3.3	B+
	5	<b>Stewardship:</b> Credit rating	A	NA	A	4.0	A
	6*	<b>Service:</b> Percent of retail customers that rate SFPUC as good or better	B	B	B	3.0	B
	7	<b>Environmental Stewardship:</b> Amount of water sold to SF residential customers Emissions-free municipal and retail electricity supplied Unauthorized discharges from combined sewer system	A	A	A	4.0	A
Personnel Management	8*	<b>Respect/Equal Opportunity:</b> Percent of local hire hours	A	A	A	4.0	A
	9*	<b>Safety:</b> Recordable lost time rate	C	C	C	2.0	C
<b>Overall</b>			<b>A-</b>	<b>A-</b>	<b>B+</b>	<b>3.4</b>	<b>A-</b>

\*Measures are rated such that the corresponding enterprise grade is the same as the overall grade.

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**To:** BOS-Supervisors  
**Subject:** Memorandum Issued: The SFPUC Complied With All Applicable Close-out Procedures in Its Contract for the Bay Division Pipelines Nos. 3 & 4 Crossover Facilities Project

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**From:** Chapin-Rienzo, Shanda

**Sent:** Wednesday, January 08, 2014 1:38 PM

**To:** Kelly, Jr, Harlan; Carlin, Michael; Rydstrom, Todd; Cruz, Emilio; Hom, Nancy; Johanson, Alan; Leung, Ben; Dessaure, Bryan; Mansour, Emad; Wong, Johanna; Cordero, Ricardo; Calvillo, Angela; Kawa, Steve; Howard, Kate; Falvey, Christine; Elliott, Jason; Campbell, Severin; Newman, Debra; Rose, Harvey; sfdocs@sfpl.info; Gabriel Metcalf; Rosenfield, Ben; Zmuda, Monique; Lane, Maura; CON-EVERYONE; CON-CCSF Dept Heads; CON-Finance Officers

**Subject:** Memorandum Issued: The SFPUC Complied With All Applicable Close-out Procedures in Its Contract for the Bay Division Pipelines Nos. 3 & 4 Crossover Facilities Project

The Office of the Controller's City Services Auditor Division (CSA) today issued a memorandum on its assessment of the San Francisco Public Utilities Commission's compliance with the close-out procedures in its contract with Shimmick Construction Company, Inc., for the Bay Division Pipelines Nos. 3 & 4 Crossover Facilities project. The assessment found that SFPUC complied with all applicable procedures.

To view the full memorandum, please visit our Web site at:

<http://openbook.sfgov.org/webreports/details3.aspx?id=1653>

This is a send-only e-mail address.


For questions about the memorandum, please contact Director of City Audits Tonia Lediju at [tonia.lediju@sfgov.org](mailto:tonia.lediju@sfgov.org) or 415-554-5393 or the CSA Audits Unit at 415-554-7469.

Follow us on Twitter [@sfcontroller](https://twitter.com/sfcontroller)



## MEMORANDUM

TO: Harlan L. Kelly, Jr., General Manager  
San Francisco Public Utilities Commission

FROM: Tonia Lediju, Director of City Audits  
City Services Auditor Division 

DATE: January 8, 2014

SUBJECT: The San Francisco Public Utilities Commission Complied With All Applicable  
Close-out Procedures in Its Contract for the Bay Division Pipelines Nos. 3 & 4  
Crossover Facilities Project

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### EXECUTIVE SUMMARY

The San Francisco Public Utilities Commission (SFPUC) complied with all applicable close-out procedures in its contract with Shimmick Construction Company, Inc., (SCCI) for the Bay Division Pipelines Nos. 3 & 4 Crossover Facilities project.

### BACKGROUND, OBJECTIVES & METHODOLOGY

#### Background

Basis for Assessment. In accordance with its work plan for fiscal year 2013-14, the Office of the Controller's City Services Auditor Division (CSA) assessed SFPUC's compliance with contract close-out procedures as part of CSA's ongoing program of assessing compliance with contract close-out procedures in various city departments. The focus of this assessment was the Bay Division Pipelines Nos. 3 & 4 Crossover Facilities project (the project).

SFPUC. The San Francisco Public Utilities Commission is an enterprise department of the City and County of San Francisco (City) that provides retail drinking water and wastewater services to city residents, wholesale water to three Bay Area counties, and green hydroelectric and solar power to city departments.

Project Details. In the project, part of SFPUC's Water System Improvement Program, SCCI constructed three new pipeline facilities, called crossovers, along the Bay Division Pipelines 3 and 4. Each crossover contains a below-ground concrete vault, housing crossover valves and piping, that allows SFPUC to shut off the flow of water or move water between pipelines during



emergencies or for regular repairs and maintenance while minimizing disturbance to service. The vaults are at three locations: Guadalupe River (Santa Clara), Barron Creek (Palo Alto), and Bear Gulch (Atherton).

Construction work officially began on July 13, 2009, and substantial completion was reached 1,129 days later, on August 15, 2012. SFPUC officially granted the project final completion on October 18, 2012, and on November 14, 2013, processed final payment and approved the release of liens. The original contract amount was \$12,695,000, but after contract modifications and change orders the final contract amount was \$13,247,724.

Close-out Defined. Contract close-out formally ends the construction phase of a capital project and ensures the fulfillment of all contractual and legal obligations before final payment is released to the contractor. Ensuring compliance with all close-out procedures assures that the contractor has used city resources appropriately and that the contractor has completed the work in accordance with contract terms. Prompt completion of close-out procedures limits the administrative costs that continue to accrue during the close-out period.

## **Objectives**

The objectives of the assessment were to determine whether:

- SFPUC adequately oversaw compliance with the close-out procedures in the contract for the project.
- The general contractor complied with the contract's close-out procedures.

## **Methodology**

To achieve the objectives, CSA:

- Reviewed SFPUC's procedures for contract close-out.
- Developed a checklist of requirements for all phases of close-out based on SFPUC's required procedures.
- Reviewed close-out documentation provided by SFPUC.
- Determined whether SFPUC complied with each applicable requirement.

CSA selected the project on the basis of a risk assessment process conducted on SFPUC's capital projects that were substantially completed in fiscal year 2012-13. CSA discussed the close-out process and specific close-out requirements with key SFPUC employees. CSA also obtained documentation from SFPUC verifying that procedures were followed for substantial completion, final completion, and close-out of the project.

## RESULTS

SFPUC complied with all applicable close-out procedures in Contract No. WD-2568 for the Bay Division Pipelines Nos. 3 & 4 Crossover Facilities project.

SFPUC's response is attached. CSA extends its appreciation to you and your staff who assisted with this project. If you have any questions or concerns, please contact me at (415) 554-5393 or [tonia.lediju@sfgov.org](mailto:tonia.lediju@sfgov.org).

cc: SFPUC  
Alan Johanson  
Ben Leung  
Bryan Dessaure  
Emad Mansour  
Johanna Wong  
Nancy Hom  
Ricardo Cordero

Controller  
Ben Rosenfield  
Monique Zmuda  
Mark de la Rosa  
Nicholas Delgado  
Cheryl Lam

## ATTACHMENT: DEPARTMENT RESPONSE



**San Francisco  
Water Power Sewer**  
Services of the San Francisco Public Utilities Commission

525 Golden Gate Avenue, 13th Floor  
San Francisco, CA 94102  
T 415.554.3155  
F 415.554.3161  
TTY 415.554.3488

December 6, 2013

Tonia Lediju, Audit Director  
Office of the Controller, City Services Auditor Division  
City Hall, Room 476  
One Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

**Subject: Management's Response to CSA Audit Report: The San Francisco Public Utilities Commission Complied With All Applicable Close-out Procedures in Its Contract for the Bay Division Pipelines Nos. 3 & 4 Crossover Facilities Project**

Dear Ms. Lediju,

Thank you for providing us the opportunity to review the results of *'The San Francisco Public Utilities Commission Complied With All Applicable Close-out Procedures in Its Contract for the Bay Division Pipelines Nos. 3 & 4 Crossover Facilities Project'* report, prepared by the Controller's Office, City Services Auditor.

We are pleased with the results of the review and the lack of any findings.

If you have any questions or need additional information, please do not hesitate to contact me at (415) 554-1600.

Sincerely,

Harlan L. Kelly, Jr.  
General Manager

cc: Michael Carlin, Deputy General Manager  
Todd L. Rydstrom, AGM Business Services & Chief Financial Officer  
Emilio Cruz, AGM, Infrastructure  
Nancy L. Hom, Director, Assurance & Internal Controls

Edwin M. Lee  
Mayor

Vince Courtney  
President

Ann Moller Caon  
Vice President

Francesca Vietor  
Commissioner

Anson Moran  
Commissioner

Art Torres  
Commissioner

Harlan L. Kelly, Jr.  
General Manager



---

**From:** McGuire, Kristen [kristen.mcguire@sfgov.org] on behalf of Reports, Controller [controller.reports@sfgov.org]  
**Sent:** Thursday, January 09, 2014 1:32 PM  
**To:** Calvillo, Angela; BOS-Supervisors; BOS-Legislative Aides; Kawa, Steve; Howard, Kate; Falvey, Christine; Elliott, Jason; Campbell, Severin; Steeves, Asja; Newman, Debra; Rose, Harvey; sfdocs@sfppl.info; gmetcalf@spur.org; Petrucione, Katharine; Kinsey, Nicholas; Hart, Tom; Commission, Recpark; CON-EVERYONE; CON-CCSF Dept Heads; CON-Finance Officers  
**Subject:** Report Issued: Recreation and Park Commission: The Beach Chalet, L.P., Owes the City \$53,208 for Paying Its Rent Late in 2009 Through 2011

The Office of the Controller's City Services Auditor Division (CSA) today issued a report on its audit of the rental payments and financial reporting of Beach Chalet, L.P., (Beach Chalet) to the Recreation and Park Department (Rec & Park) under their lease agreement. The audit found that:

- Beach Chalet owes Rec & Park \$53,208 for late rental payments.
- Rec & Park and Beach Chalet share the cost of water used at the building based on an estimate that may be incorrect. Beach Chalet deducted \$97,632 from its rent for the audit period based on this estimate.
- Beach Chalet deducted the cost of some janitorial supplies that are not listed as deductible items in the lease. Rec & Park did not review or maintain janitorial supply invoices submitted by Beach Chalet.
- Beach Chalet did not comply with lease requirements to provide Rec & Park with statements of gross sales, statements certifying the correctness of its annual percentage rent, or copies of its tax returns. Also, because the lease is vague, it is unclear if Beach Chalet complied with the requirement to submit year-end financial statements.

After receiving the draft audit report, Rec & Park invoiced Beach Chalet for the \$53,208 in late fees and interest charges, and Beach Chalet has paid Rec & Park the amount in full.

To view the full report, please visit our Web site at:  
<http://openbook.sfgov.org/webreports/details3.aspx?id=1654>

This is a send-only e-mail address.

For questions about the report, please contact Director of City Audits Tonia Lediju at [tonia.lediju@sfgov.org](mailto:tonia.lediju@sfgov.org) or 415-554-5393 or the CSA Audits Unit at 415-554-7469.

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**Document is available  
at the Clerk's Office  
Room 244, City Hall**

# City and County of San Francisco

Office of the Controller – City Services Auditor

## RECREATION AND PARK COMMISSION:

**The Beach Chalet, L.P., Owes the  
City \$53,208 for Paying Its Rent Late  
in 2009 Through 2011**



January 9, 2014

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**To:** BOS-Supervisors  
**Subject:** CSC Memorandum No. 2014 - 01: Rule Change 2000 - 67: Amendment to Volume II, Civil Service Commission Rule 211 - Examinations, Section 211.3 - Examination without Charge  
**Attachments:** RC 67 - Rule 211.3 - Examination without Charge.pdf

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**Subject:** CSC Memorandum No. 2014 - 01: Rule Change 2000 - 67: Amendment to Volume II, Civil Service Commission Rule 211 - Examinations, Section 211.3 - Examination without Charge

Hello All,

Attached please find the CSC Memorandum No. 2014 – 01: CSC Rule Change 2000 – 67: **Amendment to Civil Service Rule 211.3 Examination without Charge – Affecting Uniformed Ranks of the San Francisco Police Department.**

Lizzette Henríquez  
Civil Service Commission



# CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

EDWIN M. LEE  
MAYOR

MEMORANDUM  
CSC No. 2014 - 01

SCOTT R. HELDFOND  
PRESIDENT

Date: January 8, 2014

E. DENNIS NORMANDY  
VICE PRESIDENT

To: Department Heads  
Department Personnel Officers  
Employee Organization Representatives

DOUGLAS S. CHAN  
COMMISSIONER

From: Jennifer Johnston  
Executive Officer

KATE FAVETTI  
COMMISSIONER

Subject: **Civil Service Commission Rule Change No. 2000 - 67:  
Amendment to Volume II, Civil Service Commission Rule 211 -  
Examinations, Section 211.3 - Examination without Charge.**

GINA M. ROCCANOVA  
COMMISSIONER

The Civil Service Commission acted on December 16, 2013, to adopt amendments to Civil Service Commission (CSC) Rule 211 - Examinations, adding a new Section 211.3 - Examination without Charge.

JENNIFER C. JOHNSTON  
EXECUTIVE OFFICER

Under the new Section 211.3, examinations covered under Volume II of the Civil Service Commission Rules must be given without charge to applicants; however, such requirement is suspended for a pilot duration not to exceed 18-months. At the conclusion of the pilot period (which concludes on or before June 15, 2015), the prohibition on examination fees under Volume II will be permanently imposed, absent further action by the Commission.

Attached for inclusion in your copy of the Civil Service Commission Rules is the entire Civil Service Commission Rule 211 (dated December 16, 2013) as amended to include the new Section 211.3 - Examination without Charge. Note that because the amendment created an entirely new section, all sections thereafter required renumbering. Please substitute all of Rule 211 with the attached updated copy in your copy of the Civil Service Commission Rules - Volume II. A revised copy of page V (Amendment Control Sheet) dated December 16, 2013 is also attached for inclusion in your copy of the Civil Service Commission Rules

Should you have any questions, you may contact me at [Jennifer.Johnston@sfgov.org](mailto:Jennifer.Johnston@sfgov.org) or (415) 252-3247.

Sincerely,

CIVIL SERVICE COMMISSION

JENNIFER JOHNSTON  
Executive Officer

Attachments

Rule Change No.	Adoption Date	Effective Date	Rule Section	Page Number	Action	Remarks
2000-50	3/3/08	3/3/08	220.29	220.23	Add and Amend	Replace pages 220.22 – 220.34 & page V
2000-52	12/15/08	12/15/08	205.1.3	205.2	Amend	Replace pages 205.2 – 205.3 & page V
2000-53	3/16/09	3/16/09	Entire Rule	Entire Rule	Add and Amend	Replace entire Rule 218 & page V
2000-55	6/1/09	6/1/09	203.12	203.1, 203.4 – 203.6	Add	Replace pages 203.1, 203.4 – 203.6 & page V
2000-56	8/2/10	8/2/10	213.3.3, 213.7	213.1, 213.4 – 213.7	Amend	Replace pages 213.1, 213.4 – 213.7 & page V
2000-57	2/6/12	2/6/12	Entire Rule	Entire Rule	Amend	Replace entire Rule 207 & page V
2000-58	2/6/12	2/6/12	Entire Rule	Entire Rule	Amend	Replace entire Rule 218 & page V
2000-61	3/18/13	3/18/13	Section 210.2	210.2	Amend	Replace pages 210.2 – 210.3 and page V
2000-63	5/6/13	5/6/13	Sections 203.9.3 – 203.9.5	203.4	Amend	Replace pages 203.4 – 203.6
2000-64	5/6/13	5/6/13	Sections 215.12.2, 215.13.2, 215.14.2 – 215.14.3	215.7 – 215.8	Amend	Replace pages 215.7 – 215.8 and page V
2000-66	11/18/13	11/18/13	204.1	204.2 – 204.3	Amend	Replace pages 204.2 – 204.3 and page V
2000-67	12/16/13	12/16/13	211.3	Entire Rule	Add and Amend	Replace entire Rule 211 and page V



## **Rule 211**

### **Examinations**

Applicability: Rule 211 shall apply to all classes of the Uniformed Ranks of the San Francisco Police Department

#### **Article I: Promotional Examinations In The Uniformed Ranks Of The Police Department**

**Sec. 211.1**      **General Provisions Governing Promotional Examinations**

**Sec. 211.2**      **Frequency of Promotional Examinations**

**Sec. 211.3**      **Examinations without Charge**

#### **Article II: Examination Process and Announcement**

**Sec. 211.4**      **Human Resources Director Empowered to Act**

**Sec. 211.5**      **Announcement**

**Sec. 211.6**      **Protests and Appeals of Examination Announcements**

**Sec. 211.7**      **Reissuance of Examination Announcements**

**Sec. 211.8**      **Official Time Periods**

**Sec. 211.9**      **Posting and Notice of Promotional Examination Announcements**

**Sec. 211.10**     **Means of Identification**

**Sec. 211.11**     **Copying of Examination Questions - Dissemination of Examination Information**

**Sec. 211.12**     **Examination Passing Mark**

**Sec. 211.13**     **Appraisal/Review Boards**

**Article III: Inspection and Appeal Procedures**

**Sec. 211.14** **Rating Keys**

**Sec. 211.15** **Inspection of Rating Keys by Review Committee**

**Sec. 211.16** **Inspection and Appeal Procedures**

**Sec. 211.17** **Qualifications Appraisal Interview - Procedures and Appeals**

**Article IV: Veterans Preference In Examinations**

**Sec. 211.18** **Requirements for Entitlement to Veterans Preference**

**Sec. 211.19** **Definition of Veterans**

**Sec. 211.20** **Entitlement at Time of Separation From Active Duty**

**Sec. 211.21** **Restriction on Entitlement**

**Sec. 211.22** **Entitlement Exhausted Upon Acquiring Permanent Appointment**

**Sec. 211.23** **Additional Entitlement for Veterans with Permanent Disability**

**Sec. 211.24** **Definition of Time of War**

## **Rule 211**

### **Examinations**

#### **Article I: Promotional Examinations In The Uniformed Ranks Of The Police Department**

Applicability: Rule 211 shall apply to all classes of the Uniformed Ranks of the San Francisco Police Department

##### **Sec. 211.1 General Provisions Governing Promotional Examinations**

**211.1.1** Except as specifically provided in this or other sections of these Rules, all promotions in the Uniformed Ranks of the Police Department, shall be made from the next lower civil service rank attained by examinations and/or other legally valid, job-related, selection procedures.

**211.1.2** All promotive examinations in the Police Department shall be job-related, valid, and consistent with State and Federal laws that promote the non-discrimination policies of the City and County of San Francisco.

##### **Sec. 211.2 Frequency of Promotional Examinations**

The Civil Service Commission shall provide for promotion in the Police Department on the basis of examinations and tests at least once every four years for each promotive position or rank in the Police Department.

##### **Sec. 211.3 Examination without Charge**

**211.3.1** Examinations shall be without charge to the applicants.

**211.3.2** Pilot Exception to the Requirement that Examinations be without Charge.

1) Notwithstanding Section 211.3.1 above, on a pilot basis for a period not to exceed eighteen (18) months, applicants for the entry-level Police Officer classification may be charged a fee by an outside vendor to take a City-approved examination that is administered by that vendor. Such fee may be waived for financial hardship.

2) The decision to deny an applicant's request for fee waiver based on financial hardship may be protested to the Human Resources Director within five (5) calendar days from the date of the notice of such denial. A day the Department of Human Resources is closed shall not be counted as the fifth (5th) calendar day. The Human Resources Director's decision to deny a request for fee waiver based on financial hardship shall be

**Sec. 211.3**     **Examination without Charge (cont.)**

**211.3.2**     Pilot Exception to the Requirement that Examinations be without Charge (cont.)

**2) cont.**

appealable to the Civil Service Commission in accordance with Civil Service Rule 205.12.1 - Appeal of Human Resources Director's and Executive Officer's Action, Examination Matters.

3) The Department of Human Resources shall provide the Civil Service Commission with reports on a semiannual basis on those examinations for which applicants were charged a fee pursuant to this Section 211.3.2. Such reports shall include, but not be limited to, the following information for each examination: the number of applicants; the number of fee waiver requests, denials, protests and appeals; no-show rates; and available statistical information on the sex, race or ethnic group of applicants and eligibles.

4) This Pilot Rule Section 211.3.2 shall become inoperable and removed on June 15, 2015 unless otherwise authorized by action of the Commission. The Rule shall be recorded and retained as part of the permanent Civil Service Commission records.

**Sec. 211.4**     **Human Resources Director Empowered to Act**

The Human Resources Director or his or her designee shall rule on all matters concerning the examination program in accordance with these Rules.

# Rule 211

## Examinations

### Article II: Examination Process and Announcement

Applicability: Rule 211 shall apply to all classes of the Uniformed Ranks of the San Francisco Police Department

#### **Sec. 211.5**      **Announcement**

The examination announcement shall provide the qualifications, dates, duration of eligible lists, type of examination, selection procedure(s) and other particulars regarding the examinations thereon announced. Applicants must be guided solely by the announcement of the examination(s) for which they apply. Not less than thirty (30) days prior to the issuance of this announcement, it shall be provided to the bargaining agent for review and comment. Should the document not be returned within the thirty (30) days, the department will proceed with the job announcement.

#### **Sec. 211.6**      **Protests and Appeals of Examination Announcements**

- 211.6.1**      Protests concerning provisions of an announcement must be received by the Department of Human Resources/Examination Division of the Police Department within five (5) calendar days from the issuance date. A day the Exam Unit is closed shall not be counted as the fifth (5<sup>th</sup>) calendar day.
- 211.6.2**      The Human Resources Director or his or her designee will rule upon protests and notify the petitioners in writing.
- 211.6.3**      This decision is subject to appeal to the Civil Service Commission as provided elsewhere in these Rules.

#### **Sec. 211.7**      **Reissuance of Examination Announcements**

After considering appeals submitted in accordance with this Rule, the Human Resources Director or his or her designee may reissue the announcement. When reissued, an examination announcement is not subject to the appeal procedure.

#### **Sec. 211.8**      **Official Time Periods**

Examination announcements shall set forth time limits for determination of the qualification of applicants.

**Sec. 211.9 Posting and Notice of Promotional Examination Announcements**

Examination announcements for a promotional examination shall be posted on the official bulletin board at the Police Department and the Department of Human Resources and will be distributed to each Bureau and Division. The minimum posting period shall be twenty (20) calendar days prior to the beginning of the filing period. A copy of the posting will be provided to the certified bargaining representative. The Department shall develop procedures making examination announcement information available, upon request, to Police Officers detailed to outside agencies or on approved extended leaves of absence.

**Sec. 211.10 Means of Identification**

The Human Resources Director or his or her designee shall determine the method of candidate identification to be used in all entry-level and promotional examinations.

**Sec. 211.11 Copying of Examination Questions - Dissemination of Examination Information**

The copying of examination questions or the taking of unauthorized notes or outlines during the examination is prohibited. Dissemination of examination information including verbal dissemination of examination questions or topics is prohibited.

**Sec. 211.12 Examination Passing Mark**

For examinations that require the use of passing marks or qualifying scores, the Human Resources Director or his or her designee shall establish the passing mark or shall determine the total number of persons to be included on the list of eligibles based on the needs of the service.

**Sec. 211.13 Appraisal/Review Boards**

1) The orientation of an appraisal board may include a presentation by the department head or departmental representative which includes a description of the class for which the examination is being held, the setting of the class in the department, the critical elements or personal characteristics needed by employees in this class, and related information. The department head or representative shall not discuss any candidate with any member or members of the qualifications appraisal board at this time or any other time prior to the completion of the examination.

**Sec. 211.13**    **Appraisal/Review Boards (cont.)**

- 2) No fraternal rings, organization pins, or insignia of any kind shall be displayed by any candidate who appears before the board in any qualification appraisal interview.
- 3) No board member shall rate a candidate who is related to that person or rate a candidate if any strong personal or working association exists between that candidate and the board member so that it would be difficult to make an impartial rating or create a serious appearance of impropriety.
- 4) No candidate shall discuss her/his candidacy or any relationship thereto with the qualifications appraisal board members prior to the completion of all parts of the examination(s) and the final adoption of the list(s) of eligibles resulting therefrom.
- 5) No letters of reference or recommendation shall be presented to the qualifications appraisal board.
- 6) The board may consider relevant documents such as specified in the scheduling notice.
- 7) In all qualifications appraisal interviews, the same standards shall apply to all candidates who appear for the same class.
- 8) The minimum passing or qualifying rating must be related to a class, not to a single position within a multiple position class.
- 9) No applicant for public employment shall be questioned as to political views, religious beliefs, labor affiliations, race, national origin, ethnicity, age, gender identification, sexual orientation, ancestry, marital status, medical conditions or other non-merit factors, nor will such factor be utilized in establishing minimum qualification requirements and developing examinations. Otherwise prohibited nepotism and favoritism shall be prohibited.
- 10) Recordings of qualifications appraisal reviews shall be retained only until all ratings become final and any timely appeals and litigation based thereon have been resolved. A defective recording shall not invalidate the interview unless the Human Resources Director or his or her designee find the omitted or unintelligible material critically relevant to the case, in which event the Human Resources Director or his or her designee may authorize a second interview or order a new examination.

## Rule 211

### Examinations

#### Article III: Inspection and Appeal Procedures

Applicability: Rule 211 shall apply to all classes of the Uniformed Ranks of the San Francisco Police Department

##### Sec. 211.14    Rating Keys

Rating keys shall not be available for review or inspection. Protests of written questions or answers on any examination shall not be allowed.

##### Sec. 211.15    Inspection of Rating Keys by Review Committee

Notwithstanding any other provision of these Rules, the examination announcement may provide for review of questions and answers thereto by a review committee. Such review committee shall be composed of three or more persons appointed by the Human Resources Director or his or her designee from among a panel of five officers submitted by the Chief of Police and shall hold a rank not less than that of the class for which the examination is being held.

##### Sec. 211.16    Inspection and Appeal Procedures

- 211.16.1** All appeals regarding the administration of an examination component(s) must be filed in writing with the Department of Human Resources/Police Department Examination Division within five (5) calendar days of the administration of the examination component giving rise to the appeal. A day the Department of Human Resources/Exam Unit is closed shall not be counted as the fifth (5th) calendar day. These appeals which pertain to the administration of the examination shall be resolved in a single process to commence at the conclusion of the administration of the various examination components. Appeals shall be limited to allegations of malfeasance or bias during the administration of the examination.
- 211.16.2** Any challenges shall be filed in writing within the time limits provided in these Rules and shall state the basis upon which the appeal is being made.
- 211.16.3** All protests properly filed under this section shall be resolved in accordance with the provisions of these Rules of the Civil Service Commission. The decision of the Human Resources Director on these protests may be appealed to the Civil Service Commission. Appeals of the Director's decisions must be filed as provided elsewhere in these Rules.



**Sec. 211.16 Inspection and Appeal Procedures (cont.)**

211.16.4 The identity of any examiner giving any mark or grade shall not be disclosed.

**Sec. 211.17 Qualifications Appraisal Interview - Procedures and Appeals**

211.17.1 In the event of any challenge of an examiner or any ratings in qualifications appraisal interviews, all other candidates whose standing in the examination may be affected shall be notified of the challenge.

**211.17.2 Challenge of Board Members**

1) A board member may excuse herself or himself from rating any candidate when, in the judgment of the board member, it would be difficult to rate the candidate impartially. If possible, the excused board member shall be replaced by an alternate with the same qualifications.

2) Any challenge as to personal bias or competence of a person serving as an examiner in the qualifications appraisal interview based upon prior knowledge of or acquaintance with a board member shall be made by a candidate to the representative of the Department of Human Resources or authorized representative immediately prior to participation in this phase of the examination. The candidate shall then proceed with the interview. If such challenge is sustained by action of the Civil Service Commission following denial by the Human Resources Director or his or her designee, the rating by the challenged person shall not be computed in the final rating of the candidate and the rating of the candidate shall be that of the unchallenged members of the examining board.

If more than one-half of the board members are successfully challenged, then the Human Resources Director or his or her designee shall cancel this session and a new board shall be constituted, unless more than one panel of examiners has been convened for the examination, in which case the candidate shall be examined by an alternate panel of equal number.

3) Any appeal or challenge of the conduct of the qualifications appraisal board based on a claim of bias, malfeasance, or misfeasance of board members must be made in writing and presented to the representative of the Department of Human Resources/Police Department Examination Division within two (2) business days from when the qualifications appraisal interview was held. Challenges based on bias, malfeasance or misfeasance not filed in this two (2) day period cannot be considered. Such challenges must state the specific grounds upon which the challenge is based. Failure to state the specific grounds for the challenge shall nullify the challenge. All challenges properly filed under this section shall be resolved in accordance with the provisions of these Rules before the

**Sec. 211.17   Qualifications Appraisal Interview - Procedures and Appeals (cont.)**

**211.17.2   Challenge of Board Members (cont.)**

**3) (cont.)**

identification sheets of those admitted to the oral examination are opened and scores of the participants are known.

4) The Civil Service Commission, in acting on a challenge or appeal of the conduct of the qualification appraisal board, shall consider only the applications, records, tape recordings, and questions and answers which constitute the record of the qualifications appraisal interview. The Commission will sustain protests only when the candidate presents evidence that clearly substantiates a charge of bias, malfeasance, or misfeasance.

5) The decision of the Civil Service Commission on this subject shall be final.

6) In absence of a challenge under this section or upon a decision by the Commission under this section, later challenges shall be precluded.

## Rule 211

### Examinations

#### Article IV: Veterans Preference In Examinations

Applicability: Rule 211 shall apply to all classes of the Uniformed Ranks of the San Francisco Police Department

##### **Sec. 211.18** **Definition of Veteran for Purposes of Entitlement Under This Rule**

For purposes of this Rule, the term “veteran” shall mean any person who has been mustered into or enlisted in any branch of the United States armed forces and who has served on active duty and who has been released from active duty under conditions other than dishonorable. Such service shall qualify an individual for veteran status under this Rule when such service shall have been for thirty (30) days or more during the period of September 16, 1940 through January 31, 1955, or after January 31, 1955, if such service shall have been for at least 181 consecutive days in time of war or peace in a campaign or expedition for service in which a medal has been authorized by the government of the United States. The definition of the term “veteran” as used in this Rule shall not include reserve service.

##### **Sec. 211.19** **Definition of Disabled Veteran for Purposes of Entitlement Under This Rule**

**211.19.1** For purposes of this Rule, the term “disabled veteran” shall mean any veteran as defined in Sec. 211.17, who has suffered a permanent service-connected disability that is of record in the United States Veterans Administration.

**211.19.2** Notwithstanding any preference allowed under this Rule, disabled veterans as defined above shall be afforded all rights under the Americans with Disabilities Act, including any reasonable accommodation if appropriate.

##### **Sec. 211.20** **Veterans Entitlement**

###### **211.20.1** **Veteran, Widow or Widower, or Domestic Partner**

A veteran as defined above in Sec. 211.17, or a widow or widower of such veteran, or, to the extent allowed by law, a person who was a domestic partner of such veteran at the time of death of the veteran, who becomes eligible for certification from an eligible list by attaining a passing score

**Sec. 211.20 Veterans Entitlement (cont.)****211.20.1 Veteran, Widow or Widower, or Domestic Partner (cont.)**

on an entrance qualifying examination or process, shall be entitled to an additional credit of five percent (5%) toward his/her entrance qualifying score.

**211.20.2 Disabled Veteran, Widow or Widower, or Domestic Partner**

A disabled veteran as defined in Sec. 211.18.1, or a widow or widower of such veteran, or, to the extent allowed by law, a person who was a domestic partner of such veteran at the time of death of the veteran, who becomes eligible for certification from an eligible list by attaining a passing score on an entrance qualifying examination or process, shall be entitled to an additional credit of ten percent (10%) toward his/her entrance qualifying score.

**211.20.3 Notice of Veteran Status**

Any individual applicant for entrance employment with the City and County of San Francisco wishing to receive Veterans Preference credit must notify the Department of Human Resources of his/her veterans status at the time he/she submits the initial job application. Veterans preference is limited to an applicant for entrance employment, however, it may be applied to either an entrance only announcement or a combined entrance and promotional announcement.

**Sec. 211.21 Entitlement at Time of Separation from Active Duty**

An individual qualifying for veterans preference as herein defined shall be deemed entitled thereto on the date of separation from active duty in the armed forces.

**Sec. 211.22 Entitlement Exhausted Upon Acquiring Permanent Appointment**

The exercise of said veterans preference shall be exhausted upon permanent appointment from an eligible list and the completion of the required probationary period. The application of any other veterans credits on any other examination shall be automatically cancelled.

January 7, 2014

TO: STATE, CITY AND LOCAL OFFICIALS

**NOTICE OF PACIFIC GAS AND ELECTRIC COMPANY'S APPLICATION TO RECOVER COSTS ASSOCIATED WITH 2015 GAS TRANSMISSION AND STORAGE RATE CASE (A.13-12-012)**

BOS-11  
cpage

**SUMMARY**

On December 19, 2013, Pacific Gas and Electric Company (PG&E) filed an application with the California Public Utilities Commission (CPUC) requesting changes to its Gas Transmission and Storage rates, effective January 1, 2015. The application requests that the CPUC authorize an increase to our base revenue requirements for 2015 through 2017 to maintain and further modernize PG&E's gas transmission system. PG&E is requesting a total base revenue requirement increase of \$555 million for 2015 over the currently authorized level for 2014 of \$731 million. PG&E also requests additional base revenue requirement increases for 2016 and 2017 of \$61 million and \$168 million, respectively.

**BACKGROUND**

In a 1997 decision, the CPUC approved the "Gas Accord," a market structure that separated natural gas transmission and storage rates from distribution service and rates. Under the Gas Accord, eligible customers and third-party providers can elect to use PG&E's gas transmission and storage services only. In accordance with Decision (D.) 97-08-055, which set the Gas Accord, PG&E is presenting its updated multi-year work plan and corresponding forecast for the 2015 through 2017 period.

In this filing, PG&E also proposes how the costs to operate its transmission and storage business will be assigned to each customer class. PG&E will use the requested revenue to invest in PG&E's gas transmission and storage assets to operate in a safe and reliable manner, and in accordance with Senate Bill 705 which governs California's new safety standards for all pipeline operators. PG&E's comprehensive plans include:

- Replacing vintage pipelines that could pose risks in case of land movement.
- Continuing to test pipelines to ensure they are operating at safe pressures.
- Continuing to control corrosion to avoid underground leaks.
- Installing more automated safety valves, to quickly turn gas off in case of emergency.
- Inspecting the interior of more pipelines to spot hidden flaws.
- Strengthening levee and water crossings.
- Maintaining underground gas storage facilities that help us meet peak-hour demand.
- Modernizing infrastructure control systems, databases and risk-analysis programs.

RECEIVED  
REGULATORY SUPERVISORS  
SAN FRANCISCO  
JAN 07 04 PM 4:12  
6

**HOW WILL PG&E'S APPLICATION AFFECT ME?**

The requested gas revenue for 2015 would be collected from customers as described in the illustrative table that was included in a bill insert announcing this filing that was sent directly to customers in January and February.

If the application is approved, gas rates and bills will increase effective January 1, 2015. On average a residential customer using 34 therms per month would see a monthly gas bill increase of \$5.23 (or 12.6 percent), from \$41.53 to \$46.76. A small business customer using 284 therms per month would see a gas bill increase of \$42.50 (or 16 percent), from \$266.15 to \$308.65. Individual customers' bills will differ.

**HOW DO I FIND OUT MORE ABOUT PG&E'S APPLICATION?**

You can view PG&E's application and exhibits at [pge.com/RegCases](http://pge.com/RegCases). Select "GTS Rate Case 2015" from the Cases dropdown menu.

If you have questions about PG&E's application, please contact PG&E at 1-800-743-5000. For TDD/TTY (speech-hearing impaired), call 1-800-652-4712. Para más detalles llame al 1-800-660-6789 • 詳情請致電 1-800-893-9555

If you would like a copy of PG&E's application and exhibits, please write to PG&E at the address below:

Pacific Gas and Electric Company  
GTS Rate Case 2015  
P.O. Box 7442  
San Francisco, CA 94120

A copy of PG&E's application and exhibits are also available for review at the CPUC, 505 Van Ness Avenue, San Francisco, CA 94102, Monday-Friday, 8 a.m.-noon. PG&E's application (without exhibits) is available on the CPUC's website at [www.cpuc.ca.gov/puc](http://www.cpuc.ca.gov/puc).

**HOW DOES THE CPUC'S DECISION MAKING PROCESS WORK?**

The application will be reviewed through the CPUC's formal process. The application will be assigned to a CPUC Administrative Law Judge (ALJ). The ALJ presides over the proceeding, which may include evidentiary hearings to give parties an opportunity to present evidence and cross-examine witnesses. Members of the public may attend but not participate in these hearings unless they are parties to the case. The hearings and documents submitted in the proceeding become part of the formal record that the ALJ relies upon in writing a proposed decision to present to the five-member Commission for its consideration.

Any CPUC Commissioner may issue an alternate decision. The proposed and any alternate decisions are voted upon by the Commissioners at a CPUC meeting. The CPUC may adopt all or part of PG&E's request, modify it or deny the application.

If you would like to follow this proceeding or any other issue before the CPUC, you may utilize the CPUC's free and confidential subscription service. Sign up at: <http://subscribecpuc.cpuc.ca.gov/>.

If you would like to learn how you can participate in this proceeding, or if you have comments or questions, you may access the CPUC's Public Advisor's website at [www.cpuc.ca.gov/puc](http://www.cpuc.ca.gov/puc) and click on "Public Advisor" from the CPUC Information menu. You may also:

Email: [public.advisor@cpuc.ca.gov](mailto:public.advisor@cpuc.ca.gov)  
Mail: Public Advisor's Office  
505 Van Ness Avenue, Room 2103  
San Francisco, CA 94102

Call: 1-415-703-2074 or 1-866-849-8390 (toll-free)  
TTY: 1-415-703-5282 or 1-866-836-7825 (toll-free)

If you are writing or emailing the Public Advisor's Office, please include the application number (A.13-12-012). All comments will be circulated to the Commissioners, the assigned ALJ and the CPUC staff.

---

**From:** Board of Supervisors  
**To:** BOS-Supervisors  
**Subject:** [San Francisco Taxi Drivers Group] <http://www.ktvu.com/videos/news/san-francisco-cabb...>

-----Original Message-----

From: Marcelo Fonseca [mailto:mdf1389@hotmail.com]  
Sent: Friday, January 10, 2014 5:27 AM  
To: sidxd6; Yvette Castro-Green; Amber Hatter; Patrick Shannon; Bill Funcannon; Jamshid E. Khajvandi; Board of Supervisors; Heather Holmes; Shawn Nguyen - De 1407; Hansu Kim; Sa Ary (Yellow Cab 9037); Inna SF; Karel; Lee, Mayor; Royal Taxi; Tee Aof; Keith Raskin #1137; Henry Dehlinger; Tom Scog; Richard Hybels; Nolan Apostle; Robert A. Narvaez; June L. Bollier; Margaret Scopazzi; Flywheel-SF; Sf Taxi Cab Talk; TOM Pitts-CW Dispatcher; mailto:Edwin Santiago; David Handley; Iosif Basis; Barbara Brown-home; Stacy Lin Menditto; Lonnie Pasquini #1300; Michael- Inna's Worker; Chad Green; Mark Gruberg; Cheryl Boyd  
Subject: RE: [San Francisco Taxi Drivers Group] <http://www.ktvu.com/videos/news/san-francisco-cabb...>

It is unbelievable to hear Supervisor Scott Wiener call the taxi industry "broken".  
At the next BOS meeting I'll remind him that the San Francisco Taxi Industry is a city asset, supporting Uber and others will not make it any better.  
Marcelo Fonseca

BOS-11 (directly)



OFFICE OF ECONOMIC AND WORKFORCE DEVELOPMENT  
WORKFORCE DEVELOPMENT DIVISION  
MEMORANDUM

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2013 DEC 13 AM 11:56

**TO:** SAN FRANCISCO BOARD OF SUPERVISORS  
**FROM:** RHONDA SIMMONS, DIRECTOR OF WORKFORCE DEVELOPMENT, OEWD  
TED EGAN, CHIEF ECONOMIST, SAN FRANCISCO CONTROLLER'S OFFICE  
**SUBJECT:** OEWD/CONTROLLER PERIODIC REVIEW OF SAN FRANCISCO LOCAL HIRING POLICY FOR CONSTRUCTION  
**DATE:** 12/13/2013  
**CC:** ANGELA CALVILLO, CLERK OF THE BOARD OF SUPERVISORS  
STEVE KAWA, CHIEF OF STAFF, MAYOR'S OFFICE  
NAOMI KELLY, CITY ADMINISTRATOR, CITY AND COUNTY OF SAN FRANCISCO  
RON FLYNN, DEPUTY CITY ATTORNEY, CITY AND COUNTY OF SAN FRANCISCO

**I. Executive Summary**

The San Francisco Local Hiring Policy for Construction, Chapter 6.22(G) of the San Francisco Administrative Code, requires contractors performing City public works to meet mandatory levels of San Francisco resident participation. The Policy directs the Office of Economic and Workforce Development (OEWD), in coordination with the Controller's Office, to evaluate the impact of the Policy's mandatory participation levels during the third year of its implementation. This review must:

- (i) Determine whether there is a sufficient supply of qualified unemployed resident workers to meet the escalation rate set forth in the Policy;
- (ii) Assess the length of time required for each trade to develop a pool of qualified resident workers sufficient to support a 50% mandatory participation rate; and
- (iii) Make relevant findings in support of the above determinations, and, if necessary, propose amendments to the mandatory participation level by trade.

Following a comprehensive review process that included an updated construction industry labor market analysis and working sessions with the Mayor's Construction Workforce Advisory Committee, comprised of contractors, building trades representatives, community advocates, and City enterprise department directors, OEWD and the Controller's Office present the following determinations:

- 1. It is unclear whether there is a sufficient supply of qualified unemployed resident workers to meet the Policy's escalation rate.
- 2. Significant time will be required for each trade to develop a pool of qualified resident workers sufficient to support a 50% mandatory participation target.

(21)

Based upon these determinations, OEWD and the Controller's Office recommend:

1. An extension of the Policy review period for an additional twelve (12) months, from March 25, 2014 to March 24, 2015, to complete further analysis of OEWD participation and workforce projection data, thereby holding the participation rate at its current level of 30%. This extension will allow for a more robust assessment of the availability of resident workers to meet the escalation rate set forth in the Policy.
2. Development and implementation of multiple strategies, including implementing construction trade curriculum within San Francisco Unified School District, to augment the existing pipeline of resident workers into the skilled trades.

## **II. Review and Findings Supporting Determinations**

### *Review*

The review undertaken by OEWD and the Controller's Office was greatly supported by:

1. An updated *Labor Market Analysis of San Francisco Construction Industry 2010-2012* (LMA) completed by L. Luster & Associates. This report offers information regarding the changing economic backdrop of the local industry, provides an updated view of the characteristics of the San Francisco construction workforce, and examines data emerging from the Policy's first and second years of implementation.
2. Input obtained from a series of meetings with the Mayor's Construction Workforce Advisory Committee. In September 2012, Mayor Lee assembled the Committee comprised of representatives from labor affiliates, larger general contractors, smaller Local Business Enterprise (LBE) contractors, community advocacy organizations, and City department directors, to provide industry perspective and advice on the City's construction workforce policies, training initiatives and education programs. The Mayor also asked the Committee for a comprehensive recommendation in anticipation of the review process for the San Francisco Local Hiring Policy for Construction. Throughout 2013, Committee members reviewed data on local hiring and had extended discussions regarding current construction labor needs. The Committee's recommendations to the Mayor are enclosed with this memo.
3. OEWD's two Annual Reports on the Local Hiring Policy that summarized the data from projects covered by the Policy during its first two years of implementation, as well as data collected through the City's Project Reporting System on an ongoing basis.

### *Determinations*

#### **1. It is Unclear Whether There is a Sufficient Supply of Qualified Unemployed Resident Workers**

Three factors contribute to the lack of clarity regarding whether there is a sufficient supply of qualified unemployed resident workers to meet the Policy's escalation rate:

1. Current volatility in the local construction sector, characterized by rapid expansion, the starts and stops of several large development projects, proposed bond measures, and the lingering unemployment impacts of the Great Recession (*LMA*, Chart 15, page 29), makes it challenging for OEWD to identify the actual number of workers required to meet the escalation rate. Moreover, this sector expansion is



happening simultaneously to the growth in the number of City sponsored projects covered by the Policy (*LMA*, Chart 30, page 51). OEWD estimates that the number of San Francisco construction hours covered by Local Hire will almost double in 2014 from 2013 levels, and this demand will be sustained through 2020. Additionally, much of the growing privately sponsored construction work is subject to the City's First Source Hiring Policy and is creating additional demand for local workers (*LMA*, Chart 31, page 55). While these are extremely positive trends, the explosiveness of the growth makes generating clear workforce projections difficult.

2. Although census data indicate a 30% unemployment rate for San Francisco resident construction workers in March 2012 (*LMA*, Chart 15, page 29), there is no means of determining whether these workers are qualified to work on City sponsored projects. Census data are based on self-reported information and do not give any indication of skill level or whether previous employment was in residential, commercial, or public works construction. Therefore, while the data indicate there are San Francisco resident construction workers who identified themselves as unemployed in 2012, we cannot determine whether these are skilled workers prepared to take positions on City-sponsored projects.
3. OEWD reports that for the most part contractors working on City sponsored projects have been achieving the initial 20% and 25% participation rates (*Annual Report 2012-2013*, March 2013). However, only a small percentage of City sponsored projects were covered by the Policy during its first two years of implementation. (*LMA*, Chart 30, page 51). As additional projects begin that are covered by the Policy and require the utilization of local workers, the availability of local workers by trade will be evidenced. Therefore, while OEWD data hold the potential for identifying the supply of San Francisco resident workers qualified for work on City sponsored projects, they are insufficient to reveal those trade-by-trade levels at this time. Additional data from First Year, Second Year and Third Year projects are required.

Each of these factors present challenges to determining the sufficiency of the supply of San Francisco residents to meet the escalation rates set forth in the Policy. We are finding that the best indication of both the required number of workers and the availability of local qualified workers appears to be OEWD data. These data are current, cross all trades, and specifically focus on the workforce qualified for work on City sponsored projects. By 2015, OEWD will have gathered three years of data; the demand for and availability of San Francisco resident construction workers across all trades will be more evident.

## **2. Significant Time Will Be Required for Each Trade to Develop a Pool of Qualified Resident Workers Sufficient to Support a 50% Mandatory Participation Target**

Despite the lack of clear availability data, there are two significant dynamics that indicate it will take some time for all trades to develop a pool of qualified San Francisco resident workers to support a 50% mandatory participation target in San Francisco's flourishing construction sector:

1. Following a national trend, younger San Francisco residents are not entering the construction sector in numbers adequate to replace older craft workers (*LMA*, Chart 24, page 38). As of March 2012, fifty percent (50%) of the City's resident construction workforce was over 45 years of age, with 23% 55 years old and older. Therefore, a significant number of local workers will need to be recruited and trained in order to simply replace the existing workforce regardless of public mandates.
2. The pipeline for developing San Francisco resident construction workers is intrinsically linked to access to local Joint Apprenticeship Training Committees (JATC). During the Great Recession, large numbers of San Francisco apprentices left the industry (*LMA*, Chart 34, page 59). Despite growth in the number of San

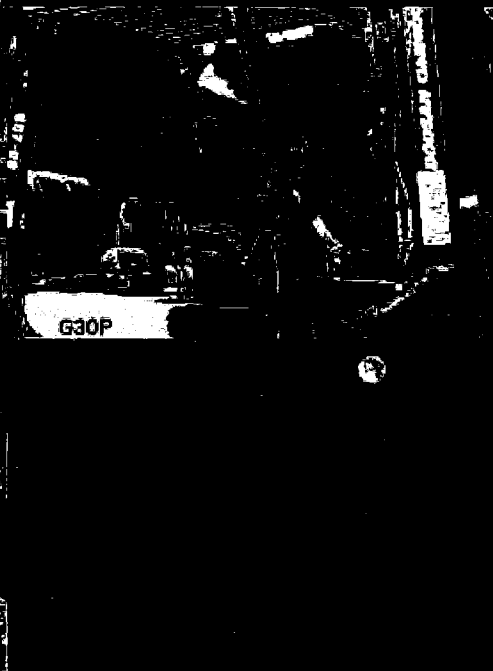
San Francisco residents entering apprenticeship programs over the last two years, the overall number of San Francisco resident apprentices has remained stagnant since 2009, and has not yet reached pre-Recession levels (*LMA*, Chart 34, page 59). Moreover, at this time San Francisco residents comprise only a modest segment of the active apprentices in JATC programs for trades that are in highest demand on City sponsored projects (*LMA*, Table 8, page 63). Further, the inherently high first year dropout rates and moderate program completion rates exacerbate pipeline constraints (*LMA*, Chart 36 page 61, Chart 37, page 62).

The existing pipeline to develop a pool of qualified San Francisco resident craft workers seems inadequate, generally, to meet the growing needs of the local industry even without considering the mandates of the Policy.

#### **Enclosures**


- *Labor Market Analysis of the San Francisco Construction Industry*, October 25, 2013
- *Memorandum to Mayor Edwin Lee from the Mayor's Construction Workforce Advisory Committee*, November 22, 2013
- *San Francisco Local Hiring Policy for Construction, 2011-2012 Annual Report to the San Francisco Board of Supervisors*, March 27, 2012
- *San Francisco Policy for Construction, 2012-2013 Annual Report to the San Francisco Board of Supervisors*, March 2013

# Labor Market Analysis of San Francisco Construction Industry



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Prepared by

 **L. Luster & Associates**

in association with:

Michael Bernick, Esq., Cordoba Corporation  
Michael Potepan, Ph.D. and  
TechScribe Communications

**Final Report**  
**October 15, 2013**

OFFICE OF THE MAYOR  
SAN FRANCISCO



305-11, Aides electronically  
COB, Deputies, Dip  
City Attny  
J Elliott, Ac file  
Cpage

EDWIN M. LEE  
MAYOR

January 16, 2014

Ms. Angela Calvillo  
San Francisco Board of Supervisors  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco, CA 94102

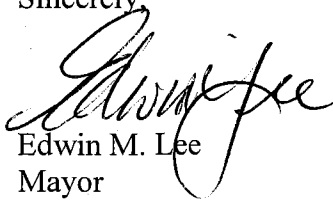
RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2014 JAN 17 PM 1:26

Dear Ms. Calvillo,

Pursuant to Charter Section 3.100, I hereby designate Supervisor London Breed as Acting-Mayor from the time I leave the State of California on Monday, January 20, 2014 at 2:55 p.m., until I return on Friday, January 24 at 1:05 p.m.

In the event I am delayed, I designate Supervisor Breed to continue to be the Acting-Mayor until my return to California.

Sincerely,

  
Edwin M. Lee  
Mayor

cc: Mr. Dennis Herrera, City Attorney  
All Members, Board of Supervisors

---

**Subject:** January 2014 - Early NERT Training Opportunities  
**Attachments:** Jan\_14\_Training.pdf; ATT00001.htm

**From:** "dianariver" <dianariver@aol.com>  
**To:** "Calvillo, Angela" <angela.calvillo@sfgov.org>  
**Cc:** "Arteseros, Erica" <erica.arteseros@sfgov.org>  
**Subject: Re: January 2014 - Early NERT Training Opportunities**

Dear Members of the Board of Supervisors,

NERT will be holding several new training's in various neighborhoods in San Francisco during the month of January 2014. Please add this information to your E-Newsletter for the coming weeks.

To register, go to: <http://sf-fire.org/index.aspx?page=879>

We find that citizens will take the NERT training outside of their neighborhoods as it fits into their schedules. Register on Eventbrite or call (415)970-2024

In addition, NERT will hold a Personal Readiness Workshop in the Marina District on January 15, 2014. Please post this PDF flyer in your lobby for all to see.

Personal Readiness for a resilient Community  
One time workshop for you and your neighbors!  
Wednesday, January 15, 6:30pm-8:30pm  
St. Mary the Virgin Church  
2325 Union St. @ Steiner St.

Register:  
<http://www.eventbrite.com/e/nert-readiness-workshop-tickets-9166566447?aff=eorg>

The San Francisco Neighborhood Emergency Response Team (NERT) is free training from the San Francisco Fire Department in how to help yourself and your neighbors prepare for and respond to a disaster by working together. The 20-hour training taught by First Responders includes personal preparedness, light search and rescue, disaster medicine, shutting off your utilities, and how to participate as a member of a neighborhood response team. NERT also offers continuing training for graduates and activities that support building robust neighborhood teams. For more information, visit the NERT website at <http://sfgov.org/sffdnert>, or contact Lt. Erica Arteseros at (415)970-2022 or [sffdnert@sfgov.org](mailto:sffdnert@sfgov.org) <<http://us.mc1638.mail.yahoo.com/mc/compose?to=sffdnert@sfgov.org>>.

Thank you,

Diane Rivera

Coordinator Chair  
San Francisco Neighborhood Emergency Response Team  
KG6QLX  
415-753-1443

**SAN FRANCISCO FIRE DEPARTMENT offers FREE Neighborhood Emergency Response Team Training**  
 The goal of this program is to help the citizens of San Francisco to be self sufficient in a major disaster situation by developing multi-functional teams, cross trained in basic emergency skills. Through this program, individuals will learn how to help themselves and their loved ones prepare for and better respond in a disaster.  
 The training includes preparedness training as well as hands-on disaster skills.

Subject to change; check the NERT website for the most current schedule.  
 Register on Eventbrite: <http://sffdnert.eventbrite.com/> or call (415)970-2024

**South Beach**  
**SFFD Headquarters,**  
**Commission Rm.**  
**698 - 2nd Street @ Townsend**

**Tuesdays, 6:00pm-9:00pm**  
 January 7: Class 1  
 January 14: Class 2  
 January 21: Class 3  
 January 28: Class 4  
 February 4: Class 5  
 February 11: Class 6

**Sunset**  
**Sunset Ministry**  
**3010 Noriega @ 37th Ave**

**Wednesdays, 6:30pm-9:30pm**  
 January 15: Class 1  
 January 22: Class 2  
 January 29: Class 3  
 February 5: Class 4  
 February 12: Class 5  
 February 19: Class 6

**Tenderloin**  
**TNDC**  
**220 Golden Gate Ave @**  
**Leavenworth**

**Thursdays, 9:00am-4:00pm**  
 January 16: Class 1 and 2  
 January 23: Class 3 and 4  
 January 30: Class 5 and 6



**Ham Cram**  
**St. Mary's Cathedral Event Center**  
**1111 Gough @ Geary**  
**Saturday Jan. 25<sup>th</sup> 8am-5pm**  
 Pre-register: <http://bit.ly/GzVzVe>

*Get your amateur radio  
 License in 1 day!(\$30)*

**Full NERT Training Course Outline:**  
**Class Session #1...**  
 Earthquake Awareness, Preparedness, and  
 Hazard Mitigation

**Class Session #2...**  
 Types of Fire, Hazardous Materials,  
 Utilities Shut-offs, Terrorism Awareness

**Class Session #3...**  
 Disaster Medicine

**Class Session #4...**  
 Light Search and Rescue

**Class Session # 5...**  
 Emergency Team Organization,  
 Disaster Psychology

**Class Session # 6...**  
 Hands-On Application, Course review, and  
 graduation

*\*Note: It is important for participants to attend all sessions in order to gain the full scope and benefit of the training. New students may not join after session 2 of the six-week class or on day 2 of the intensive and 3-day sessions.*

Make-ups may be approved.  
 A certificate may be issued.



**Personal Readiness Workshop**  
**GET READY!**  
 SFFD NERT and **SF SAFE** ([sfsafe.org](http://sfsafe.org)) want you to have skills to be prepared for emergencies big or small, and know your neighbors to maximize resiliency after disaster.

- ◆ Risk Awareness
- ◆ Disaster Supplies
- ◆ Personal/Family Disaster Plan
- ◆ Utilities Overview
- ◆ NERT Overview
- ◆ Community, block by block w/ SAFE

**Next workshop:**

**Wednesday January 15, 2014**  
**2325 Union Street**  
**St. Mary the Virgin Church**

**6:30pm-8:30pm**



Scan me to register on  
 Eventbrite now!

---

**From:** Barbara Monaco [mailto:changemail.org]  
**Sent:** Tuesday, January 14, 2014 4:07 PM  
**To:** Board of Supervisors  
**Subject:** 25 more people signed: Carolina Liistro, Tila Fernandez...

25 people recently add their names to Wild Equity Institute's petition "Restore Sharp Park". That means more than 500 people have signed on.

There are now 950 signatures on this petition. Read reasons why people are signing, and respond to Wild Equity Institute by clicking here:

<http://www.change.org/petitions/restore-sharp-park/responses/new?response=9272c59f571d>

Dear San Francisco Board of Supervisors,

Sharp Park Golf Course is owned by San Francisco but located in Pacifica, California. With a glut of golf courses around the Bay Area, I would like to see you work to transform Sharp Park from a money-losing, endangered species-killing golf course into a new National Park that provides recreational amenities everyone can enjoy. By partnering with the National Park Service, San Francisco can redirect the money it saves back to neighborhood parks and community centers, and we all get a new National Park! Please support the restoration of Sharp Park so valuable wildlife can thrive and all people can enjoy the beautiful gifts nature has to offer.

Sincerely,

- 949. Carolina Liistro Peschiera Borromeo, Italy
- 948. Tila Fernandez chicago, Illinois
- 947. Dennis Kaplan Mayfield Heights, Ohio
- 946. Kelly Coyne Medina, Ohio
- 945. Jacob Cooper Tucson, Arizona
- 944. Brandy Curfman Virginia Beach, Virginia
- 943. Lisa Souval Houston, Texas
- 942. Gabriella Spalletta Manahawkin, New Jersey
- 941. pauletta alber spearfish, South Dakota
- 940. Carolyn Mohr,MD. Paradise, California
- 939. R Goldstein New York, New York
- 937. Alexa Cilia Dallas, Texas
- 936. Jon Linder Alva, Oklahoma
- 935. Sarah Lynch Spanaway Wa, Washington
- 934. H M Longview, Washington
- 933. Matthew Gomes katonah, New York
- 932. Adam Christians Cedar Rapids, Iowa
- 931. Meredith Waldron , Australia
- 930. Elena Luker Longmont, Colorado
- 934. Robbyn Canter Amery, Wisconsin
- 933. Katherine Graves Madison Heights, Virginia
- 932. Susan Brown Evesham Township, New Jersey
- 931. William Harrison Springdale, Arkansas



930. Emily Pollack Montclair, New Jersey  
929. Sara Bustamante Houston, Texas

President, Board of Supervisors  
District 3



Orig: Rules Clerk  
BOS-11, COB, cpage  
City and County of San Francisco

DAVID CHIU

邱信福 · 市參事主席

January 14, 2014

Jay Huish  
San Francisco Employee Retirement System  
30 Van Ness Avenue, Suite 3000  
San Francisco, CA 94102

VIA EMAIL

Dear Mr. Huish,

Pursuant to San Francisco Charter Section 12.100, I am pleased to appoint Supervisor Malia Cohen to the San Francisco Retirement Board for a term ending on January 7, 2015.

Please do not hesitate to contact me with any questions.

Sincerely,

A handwritten signature in cursive script that reads "David Chiu".

David Chiu

cc: Angela Calvillo, Clerk, San Francisco Board of Supervisors

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2014 JAN 14 PM 3:35

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**From:** Chapin-Rienzo, Shanda [shanda.chapin-rienza@sfgov.org] on behalf of Reports, Controller [controller.reports@sfgov.org]  
**Sent:** Tuesday, January 14, 2014 1:40 PM  
**To:** Calvillo, Angela; BOS-Legislative Aides; BOS-Supervisors; Kawa, Steve; Campbell, Severin; Newman, Debra; Rose, Harvey; sfdocs@sfpl.info; CON-EVERYONE; jacquecpa@yahoo.com; Moyer, Monique; Eugene.Yano@YanoCPA.com; nrose@kpmg.com; Forbes, Elaine; Quesada, Amy; Woo, John; cchaquica@KPMG.com  
**Subject:** Report Issued: Port Commission: Sabella & LaTorre Sea Foods Overpaid Rent by \$1,134 for 2010 Through 2012 and Needs to Improve Internal Controls

The San Francisco Port Commission (Port) coordinates with the Office of the Controller's City Services Auditor Division (CSA) to conduct periodic concession or compliance audits of the Port's tenants. CSA engaged KPMG LLP to audit tenants at the Port of San Francisco to determine whether they comply with the reporting, payment, and selected other provisions of their agreements with the Port.

CSA presents the report of KPMG's audit of Sabella & LaTorre Sea Foods (Sabella). The audit period was January 1, 2010, to December 31, 2012.

Sabella overreported its gross revenues to the Port due to a lack of internal controls to ensure the accuracy of its gross receipts reporting, resulting in an overpayment of \$1,134 in rent. During the audit period Sabella reported \$15,267,957 in gross revenues and paid \$992,417 in rent due to the Port.

To view the full report, please visit our Web site at:  
<http://openbook.sfgov.org/webreports/details3.aspx?id=1655>

This is a send-only e-mail address.

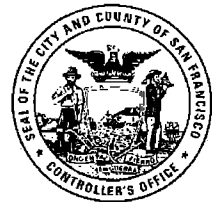
For questions about the report, please contact Director of City Audits Tonia Lediju at [Tonia.Lediju@sfgov.org](mailto:Tonia.Lediju@sfgov.org) or 415-554-5393 or the CSA Audits Unit at 415-554-7469.

# City and County of San Francisco

## Office of the Controller – City Services Auditor

### **PORT COMMISSION:**

**Sabella & LaTorre Sea Foods  
Overpaid Rent by \$1,134 for 2010  
Through 2012 and Needs to  
Improve Internal Controls**



January 14, 2014

**OFFICE OF THE CONTROLLER  
CITY SERVICES AUDITOR**

The City Services Auditor (CSA) was created in the Office of the Controller through an amendment to the Charter of the City and County of San Francisco (City) that was approved by voters in November 2003. Charter Appendix F grants CSA broad authority to:

- Report on the level and effectiveness of San Francisco's public services and benchmark the City to other public agencies and jurisdictions.
- Conduct financial and performance audits of city departments, contractors, and functions to assess efficiency and effectiveness of processes and services.
- Operate a whistleblower hotline and website and investigate reports of waste, fraud, and abuse of city resources.
- Ensure the financial integrity and improve the overall performance and efficiency of city government.

CSA may conduct financial audits, attestation engagements, and performance audits. Financial audits address the financial integrity of both city departments and contractors and provide reasonable assurance about whether financial statements are presented fairly in all material aspects in conformity with generally accepted accounting principles. Attestation engagements examine, review, or perform procedures on a broad range of subjects such as internal controls; compliance with requirements of specified laws, regulations, rules, contracts, or grants; and the reliability of performance measures. Performance audits focus primarily on assessment of city services and processes, providing recommendations to improve department operations.

CSA conducts its audits in accordance with the Government Auditing Standards published by the U.S. Government Accountability Office (GAO). These standards require:

- Independence of audit staff and the audit organization.
- Objectivity of the auditors performing the work.
- Competent staff, including continuing professional education.
- Quality control procedures to provide reasonable assurance of compliance with the auditing standards.

For questions about the report, please contact Director of City Audits Tonia Lediju at [Tonia.Lediju@sfgov.org](mailto:Tonia.Lediju@sfgov.org) or 415-554-5393, or CSA at 415-554-7469.

CSA Audit Team: Winnie Woo, Associate Auditor

Audit Consultants: KPMG LLP



**CITY AND COUNTY OF SAN FRANCISCO**  
**OFFICE OF THE CONTROLLER**

**Ben Rosenfield**  
Controller

**Monique Zmuda**  
Deputy Controller

January 14, 2014

San Francisco Port Commission  
Pier 1, The Embarcadero  
San Francisco, CA 94111

Ms. Monique Moyer  
Executive Director  
Port of San Francisco  
Pier 1, The Embarcadero  
San Francisco, CA 94111

Dear Commission President, Commissioners, and Ms. Moyer:

The City and County of San Francisco's Port Commission (Port) coordinates with the Office of the Controller's City Services Auditor Division (CSA) to conduct periodic concession and compliance audits of the Port's tenants. CSA engaged KPMG LLP (KPMG) to audit the Port's tenants to determine whether they comply with the reporting, payment, and other selected provisions of their leases.

CSA presents the attached report for the audit of Sabella & LaTorre Sea Foods (Sabella) prepared by KPMG.

**Reporting Period:** January 1, 2010, through December 31, 2012

**Rent Paid:** \$992,417

**Results:**

Sabella overreported its gross revenues to the Port due to a lack of internal controls to ensure the accuracy of its gross receipts reporting, resulting in an overpayment of \$1,134 in rent. During the audit period Sabella reported \$15,267,957 in gross revenues and paid \$992,417 in rent due to the Port.

The responses of the Port and Sabella are attached to this report.

CSA appreciates the assistance and cooperation of Port and tenant staff during the audit. For questions about the report, please contact me at [Tonia.Lediju@sfgov.org](mailto:Tonia.Lediju@sfgov.org) or 415-554-5393 or CSA at 415-554-7469.

Respectfully,

  
Tonia Lediju  
Director of City Audits

Attachment

cc: Mayor  
Board of Supervisors  
Budget Analyst  
Citizens Audit Review Board  
City Attorney  
Civil Grand Jury  
Public Library



KPMG LLP  
Suite 1400  
55 Second Street  
San Francisco, CA 94105

## Performance Audit Report

San Francisco Port Commission  
Port of San Francisco  
Pier 1, The Embarcadero  
San Francisco, California 94111

### President and Members:

We have completed a performance audit of the gross receipts and related percentage rent reported and paid or payable by Frank Sabella, Michael Sabella, and Louis LaTorre dba Sabella & LaTorre Sea Foods (Tenant), to the Port of San Francisco (Port) for the period from January 1, 2010 to December 31, 2012.

### Objective and Scope

The objective of this performance audit was to determine whether the Tenant was in substantial compliance with the reporting, payment, and other rent-related provisions of its lease #L-7499 with the City and County of San Francisco (City), operating through the San Francisco Port Commission (Port Commission). To meet the objective of our performance audit, we verified that gross receipts for the audit period were reported to the Port in accordance with the lease provisions, and that such amounts agreed with the Tenant's underlying accounting records; identified and reported the amount and cause of any significant error(s) (over or under) in reporting, together with the impact on rent paid or payable to the Port; and identified and reported any recommendations to improve record keeping and reporting processes of the Tenant relative to its ability to comply with lease provisions.

The scope of our audit included the gross receipts and rents reported and paid or payable by the Tenant to the Port for the period from January 1, 2010 to December 31, 2012.

This audit and the resulting report relates only to the gross receipts and rents reported by the Tenant, and does not extend to any other performance or financial audits of either the Port Commission or the Tenant taken as a whole.

### Methodology

To meet the objective of our performance audit, we performed the following procedures: reviewed the applicable terms of the lease and the adequacy of the Tenant's procedures and internal controls for collecting, recording, summarizing, and reporting its gross receipts and calculating its payments to the Port; recalculated monthly rent due for all months and the related timeliness of submission of reporting gross receipts and submitting rent payments to the Port; and selected a random sample of 48 days for testing the completeness and accuracy of summarizing daily activity. The sample selection criteria was based on a 95% one-sided confidence interval, 6% tolerable error, and zero expected error rate.





We conducted this performance audit in accordance with *Generally Accepted Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and recommendations based on our audit objective. We believe that the evidence obtained provides a reasonable basis for our findings and recommendations based on our audit objective.

**Tenant Background**

The Tenant entered into lease #L-7499 (the Lease Agreement) commencing May 1, 1970 for a 66-year term with the City, operating through the Port Commission, for certain property in the Fisherman’s Wharf area of San Francisco. The Tenant operates a restaurant, Sabella & LaTorre Sea Foods, under the Lease Agreement.

Per the Lease Agreement, rent consists of the following:

- 1) Monthly Minimum Rent of \$2,140.68 from January 1, 2010 to April 30, 2010, and \$2,406.83 from May 1, 2010 to December 1, 2012. Minimum Rent is subject to adjustment every five years.
- 2) Percentage Rent on Gross Receipts, which consist of the following components:
  - a) Six and one-half percent (6½%) on alcoholic beverages and all other items sold through the bar;
  - b) Six and one-half percent (6½%) on food; and
  - c) Eight and one-half percent (8½%) on all other uses.

The Tenant is entitled to exclude collections for sales taxes and for employee meals. The Tenant is required to submit monthly reports to the Port of gross receipts and percentage rent by the 20th day of the following month.

**Audit Results**

The following summarizes total rent due, and paid or payable, to the Port, and any underpayment based on procedures performed and pursuant to the Lease Agreement as summarized above:

	<u>January 1 to December 31</u>			<u>Total</u>
	<u>2010</u>	<u>2011</u>	<u>2012</u>	
Rent due to the Port:				
Minimum rent	\$ 27,817	\$ 28,882	\$ 28,882	\$ 85,581
Percentage rent	297,263	298,941	309,498	905,702
Total rent due to the Port	325,080	327,823	338,380	991,283
 Total rent paid or payable to the Port	 325,503	 327,626	 339,288	 992,417
 Overpayment (underpayment) of rent	 \$ 423	 \$ (197)	 \$ 908	 \$ 1,134



The following summarizes gross receipts received by the Tenant during the three-year period ended December 31, 2012 and related percentage rent after deductions for minimum rent:

	<u>January 1 to December 31</u>			<u>Total</u>
	<u>2010</u>	<u>2011</u>	<u>2012</u>	
Gross receipts:				
As reported	\$ 5,007,740	\$ 5,040,399	\$ 5,219,818	\$ 15,267,957
Audit adjustments	<u>(6,505)</u>	<u>3,025</u>	<u>(13,965)</u>	<u>(17,445)</u>
Gross receipts after audit adjustments	5,001,235	5,043,424	5,205,853	<u>\$ 15,250,512</u>
Times percentage rate of 6.50% of gross receipts	<u>6.50%</u>	<u>6.50%</u>	<u>6.50%</u>	
Percentage rent before deduction for minimum rent	325,080	327,823	338,380	\$ 991,283
Deduction for minimum rent	<u>(27,817)</u>	<u>(28,882)</u>	<u>(28,882)</u>	<u>(85,581)</u>
Percentage rent after deduction for minimum rent	<u>\$ 297,263</u>	<u>\$ 298,941</u>	<u>\$ 309,498</u>	<u>\$ 905,702</u>

The Tenant reported zero gross receipts with percentage rent of 8.5%.

The Tenant reported zero gross receipts on January 25 – February 4, 2010 (11 days); January 31 – February 3, 2011 (4 days) and January 23 – February 2, 2012 (11 days), due to annual restaurant maintenance. In addition, the restaurant reported zero gross receipts on December 25 of each year, due to holiday closure.

#### **Finding 2012-01 – Tenant Did Not Correctly Report All Gross Receipts to the Port**

##### ***Criteria***

Section 2(b) of the lease states in part:

“In addition to the minimum rental, Tenant agrees to pay Port that percentage received by Tenant for gross receipts as herein defined...”

Section 2(b) further notes that “Gross receipts means all amounts received or receivable from all sales and business transacted by Tenant on the leased Premises, or services performed on the leased Premises for which charge is made by Tenant, or any other person, firm or corporation (including concessionaires) conducting sales or performing services of any sort in, upon, or from any part of the leased Premises, and shall include sales and charges for cash or credit, regardless of collection in the case of the latter...”



**Condition and Effect**

Our comparison between the annual gross receipts reported to the Port on a monthly basis and the Tennant’s annual tax returns resulted in \$1,134 in rent overpayments. The following summarizes overreported (underreported) gross receipts by year, and the related overpayment (underpayment) of rent:

	<b>January 1 to December 31</b>			<b>Total</b>
	<b>2010</b>	<b>2011</b>	<b>2012</b>	
Overreported (underreported) gross receipts	\$ 6,505	\$ (3,025)	\$ 13,965	<u>\$ 17,445</u>
Times rent percentage	<u>6.50%</u>	<u>6.50%</u>	<u>6.50%</u>	
Overpayment (underpayment) of rent	<u>\$ 423</u>	<u>\$ (197)</u>	<u>\$ 908</u>	<u>\$ 1,134</u>

The lease does not provide for penalty fees for underpayment of rent.

**Cause**

This was caused by missing internal controls related to the reconciliation of sales as reported in its annual tax returns to amounts reported as Gross Receipts to the Port.

**Recommendation #1**

We recommend that the Port require that the Tenant implement appropriate procedures and internal controls to ensure that it properly and accurately reports gross receipts as required by the lease provisions.

**Recommendation #2**

We recommend that the Port issue a credit to the Tenant in the amount of \$1,134 for the net overreporting of percentage rent from January 1, 2010 to December 31, 2012.

**Finding 2012-02 Tenant Did Not Always Summarize Daily Sales Amounts Correctly**

**Criteria**

Section 2(b) of the lease states in part:

“In addition to the minimum rental, Tenant agrees to pay Port that percentage received by Tenant for gross receipts as herein defined...”

Section 2(b) further notes that “Gross receipts means all amounts received or receivable from all sales and business transacted by Tenant on the leased Premises, or services performed on the leased Premises for which charge is made by Tenant, or any other person, firm or corporation (including concessionaires) conducting sales or performing services of any sort in, upon, or from any part of the leased Premises, and shall include sales and charges for cash or credit, regardless of collection in the case of the latter...”



### ***Condition and Effect***

We found five instances in our random testing of 48 days of daily receipts (a 10.42% known error rate), in which the total amounts used as the basis for reporting monthly gross receipts did not match the supporting documentation (POS summaries, cash register tapes, and/or amounts actually deposited).

The five known errors resulted in a net underpayment of rent and gross receipts, both of which were nominal individually and in total. The amount of known underpayment of rent and gross receipts was \$1.81 and \$27.08, respectively. The statistical projection of known differences to the population does not result in recommended adjustments to reported gross receipts or rent due to the Port. The amount of projected underpayment of rent and gross receipts for the period was \$38.17 and \$587.20, respectively.

However, the statistical analysis of sampling errors indicates a population error rate of 20.83% at 95% confidence interval. Our sampling did not find anything other than nominal misstatements of rent due to the Port, but future errors could result in reportable misstatements of gross receipts and rent due to the Port if certain recommendations are not followed.

### ***Cause***

This was caused by a deficiency in the design of applicable internal controls in which daily cash receipts summaries are not adequately checked for accuracy.

### ***Recommendation***

We recommend that the Port require the Tenant to implement procedures to accurately summarize daily sales to ensure all gross receipts are properly supported.

### ***Conclusion***

Based upon the performance audit procedures performed and the results obtained, we have met our audit objective. We conclude that the Tenant was in substantial compliance with the reporting, payment, and other rent-related provisions of its lease #L-7499 with the Port.

This performance audit did not constitute an audit of financial statements in accordance with *Government Auditing Standards* or auditing standards generally accepted in the United States of America. KPMG LLP was not engaged to, and did not, render an opinion on the Tenant's internal controls over financial reporting or over the Tenant's financial management systems.

This report is intended solely for management and members of the San Francisco Port Commission; the Board of Supervisors and management of the City and County of San Francisco; and management of Frank Sabella, Michael Sabella, and Louis LaTorre dba Sabella & LaTorre Sea Foods, and is not intended to be, and should not be, used by anyone other than these specified parties.

**KPMG LLP**

November 14, 2013

Sabella & La Torre  
2809 Taylor Street  
San Francisco, CA. 94133

November 14, 2013

Tonia Ledigu  
Director of City Audits  
Office of the Controller  
City Services Auditor Division  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 477  
San Francisco, CA. 94102

RE: Acceptance Letter San Francisco Port Performance Audit Report  
Sabella & La Torre January 1, 2010 to December 31, 2012

Dear Ms. Ledigu,

The General Partners, Frank Sabella and Tom La Torre both accept the Performance Audit Report for the period from January 1, 2010 to December 31, 2012.

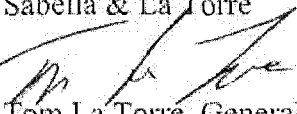
In addition, both agree with the quantifiable facts included in the "Condition and Effect" Section of the Performance Audit Report.

We both agree with the recommendations in the Performance Audit Report.

We plan to address the cause of the conditions observed by implementing appropriate procedures and internal controls to ensure that we properly and accurately report gross receipts as required by the lease provisions. The internal controls to be implemented are reconciliation of sales as reported in the annual tax returns to amounts reported as gross receipts to the Port of San Francisco.

We plan to address the cause of the conditions observed by implementing appropriate procedures and internal controls to ensure proper and accurate reports of total gross receipts as required by the lease provisions. The internal controls to be implemented are reconciliation of daily sales as reported on the cash register gross sales report to the daily bank deposits to amounts reported as gross receipts to the Port of San Francisco.

Very truly yours,  
Sabella & La Torre



Tom La Torre, General Manager and General Partner

Sabella & La Torre  
2809 Taylor Street  
San Francisco, CA. 94133

November 14, 2013

Tonia Ledigu  
Director of City Audits  
Office of the Controller  
City Services Auditor Division  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 477  
San Francisco, CA. 94102

RE: Acceptance Letter San Francisco Port Performance Audit Report  
Sabella & La Torre January 1, 2010 to December 31, 2012

Dear Ms. Ledigu,

The General Partners, Frank Sabella and Tom La Torre both accept the Performance Audit Report for the period from January 1, 2010 to December 31, 2012.

In addition, both agree with the quantifiable facts included in the "Condition and Effect" Section of the Performance Audit Report.

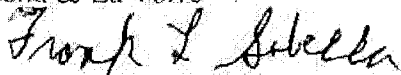
We both agree with the recommendations in the Performance Audit Report.

We plan to address the cause of the conditions observed by implementing appropriate procedures and internal controls to ensure that we properly and accurately report gross receipts as required by the lease provisions. The internal controls to be implemented is reconciliation of sales as reported in the annual tax returns to amounts reported as gross receipts to the Port of San Francisco.

We plan to address the cause of the conditions observed by implementing appropriate procedures and internal controls to ensure proper and accurate reports of total gross receipts as required by the lease provisions. The internal controls to be implemented are reconciliation of daily sales as reported on the cash register gross sales report to the daily bank deposits to amounts reported as gross receipts to the Port of San Francisco.

Very truly yours,

Sabella & La Torre



Frank Sabella, General Partner



December 23, 2013

Tonia Lediju, Director of City Audits  
Office of the Controller  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 477  
San Francisco, CA 94102

Re: Tenant Performance Audit – Sabella & La Torre Sea Foods

Dear Ms. Lediju:

Thank you for the opportunity to review the draft performance audit report prepared by KPMG LLP covering Port lease no. L-7499 with Sabella & La Torre Sea Foods. Based on the report details provided by KPMG, Port management accepted the report.

We have also reviewed tenant responses contained in their letter dated November 14, 2013. The attached Port response on the City's standard Recommendations and Responses form takes into consideration those responses, including the commitment by the tenant to implement various corrective actions. The Port will follow up, as necessary, to ensure that the performance audit findings and associated recommendations are adequately addressed.

Please don't hesitate to contact me at (415) 274-0515 if you have any questions.

Sincerely,

John J. Woo  
Fiscal Officer

Enclosure

Cc: Elaine Forbes, Director of Finance and Administration  
Susan Reynolds, Director of Real Estate  
Nancy Rose, KPMG LLP

## PORT COMMISSION: PERFORMANCE AUDIT OF SABELLA AND LATORRE SEA FOODS

For each recommendation, the responsible agency should indicate whether it concurs, does not concur, or partially concurs. If it concurs with the recommendation, it should indicate the expected implementation date and implementation plan. If the responsible agency does not concur or partially concurs, it should provide an explanation and an alternate plan of action to address the identified issue.

### RECOMMENDATIONS AND RESPONSES

---

Recommendation	Responsible Agency	Response
1. We recommend that the Port require that the Tenant implement appropriate procedures and internal controls to ensure that it properly and accurately reports gross receipts as required by the lease provisions.	Port	Concur. We have read and considered the Tenant's detailed response dated November 14, 2013. Tenant has agreed to address the internal control deficiency noted. No additional follow-up is necessary at this time. Compliance will be verified by a future performance audit.
2. We recommend that the Port issue a credit to the Tenant in the amount of \$1,134 for the net over reporting of percentage rent from January 1, 2010 to December 31, 2012.	Port	Concur. Immediate action to issue credit within 30 days of final report.
3. We recommend that the Port require the Tenant to implement procedures to accurately summarize daily sales to ensure all gross receipts are properly supported.	Port	Concur. We have read and considered the Tenant's detailed response dated November 14, 2013. Tenant has agreed to address the internal control deficiency noted. No additional follow-up is necessary at this time. Compliance will be verified by a future performance audit.



Member, Board of Supervisors  
District 7



BOS-11,  
COB, Leg. Dep,  
Dep City Attny, Rules Clerk, Ops,  
City and County of San Francisco  
cpaye

NORMAN YEE

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DATE: January 13, 2014  
TO: Angela Calvillo  
Clerk of the Board of Supervisors  
FROM: Supervisor Norman Yee  
RE: Time Change for Rules Committee Meetings

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BOARD OF SUPERVISORS  
SAN FRANCISCO  
2014 JAN 13 PM 2:16  
/es

Dear Madam Clerk,

As the Chair of the Rules Committee, I am requesting a time change for Rules Committee meetings starting in February 2014. Rules Committee meetings will continue to be scheduled on the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of every month, but will begin at 2:00pm instead of 1:30pm. My colleagues on the Rules Committee and President Chiu are amenable to this change.

Please update public notices and calendars with the new meeting time. If you have any questions or concerns, please do not hesitate to contact my office. Thank you for your time and assistance.

Sincerely,

A handwritten signature in black ink, appearing to be "Norman Yee", written over the printed name.

Norman Yee

Member, Board of Supervisor  
District 5



BOS-11  
COB, Leg Dep  
GAO Clerk  
Dep City Attny, cpape  
City and County of San Francisco

**LONDON N. BREED**

January 13, 2014

Clerk of the Board Angela Calvillo

Per Board Rule 3.9, as chair of the Government Audit and Oversight (GAO) committee, I am changing the start time for GAO committee meetings from 10am to 10:30am on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of the month, effective January 23, 2014. I have consulted with Vice Chair Tang and Supervisor Chiu on this change.

Sincerely,

A handwritten signature in black ink that reads "London Breed".

London Breed  
Supervisor District 5, City and County of San Francisco

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**From:** Loeza, Gabriela  
**Sent:** Monday, January 13, 2014 2:08 PM  
**To:** Caldeira, Rick; Calvillo, Angela; BOS Legislation; Landis, Deborah; Nevin, Peggy; Wong, Linda (BOS); Young, Victor  
**Cc:** Campbell, Severin  
**Subject:** January 13, 2014 - Performance Audit of the City's Practices to Recruit, Retain & Promote Uniformed Fire Staff & the Fire Department's Use of Overtime to Meet Minimum Staffing Requirements  
**Attachments:** SFFD Audit\_Final Report\_011314.pdf

Attached please find a copy of the Budget and Legislative Analyst's report, *Performance Audit of the City's Practices to Recruit, Retain & Promote Uniformed Fire Staff & the Fire Department's Use of Overtime to Meet Minimum Staffing Requirements*. For further information about this report, please contact Severin Campbell at the Budget and Legislative Analyst's Office: 553-4647 or [severin.campbell@sfgov.org](mailto:severin.campbell@sfgov.org).

*Gabriela Loeza*  
*Budget & Legislative Analyst's Office*  
*1390 Market Street, Suite 1150*  
*San Francisco, CA 94102*  
*(415) 553-4622 direct*  
*(415) 552-9292 main*  
*(415) 252-0461 fax*

**Document is available  
at the Clerk's Office  
Room 244, City Hall**

**Performance Audit of  
the City's Practices to  
Recruit, Retain and Promote  
Uniformed Fire Staff  
and the Fire Department's  
Use of Overtime  
to Meet Minimum Staffing Requirements**

**Prepared for the**

**Board of Supervisors  
of the City and County of San Francisco**

**by the**

**San Francisco Budget and Legislative Analyst**

**January 13, 2014**

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**From:** Board of Supervisors  
**To:** BOS-Supervisors  
**Subject:** Please reconsider your proposal to implement free parking on Sundays

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**From:** Sprague Terplan [mailto:spragueterplan@yahoo.com]  
**Sent:** Wednesday, January 15, 2014 10:21 AM  
**To:** Lee, Mayor  
**Cc:** Wiener, Scott; ed.reiskin@sfmta.com; Board of Supervisors; tom.nolan@sfmta.com; Boomer, Roberta  
**Subject:** Please reconsider your proposal to implement free parking on Sundays

Dear Mayor Lee,

I have long supported your moderate tone and ability to find common ground for the benefit of San Francisco and all of its residents. However, I am very concerned by your proposal to stop charging motorists to park at metered spots on Sundays. Sunday metering provides San Francisco with needed revenue and it encourages turn-over of parking which is of benefit to neighborhood businesses (by increasing customer access). Furthermore, Sunday drivers (just like drivers on other days of the week) bring congestion and air and noise pollution into neighborhoods. Metered parking helps to encourage fewer wasteful trips and it helps the city recoup some of the impact of such trips. Metered parking likely also encourages some residents and visitors to opt not to drive but to ride Muni, walk, or bicycle instead. Metered parking is consistent with San Francisco's "transit first" policy.

Returning to the days of free Sunday parking will negatively impact San Francisco by resulting in more congestion, more pollution, and less revenue. Free parking also undermines the very important cause of pedestrian safety by encouraging driving. If our city really can afford to reduce revenue, why not make Sundays free (or half price) on Muni instead? Please understand the folly of eliminating a reasonable and fair policy that was achieved through a lengthy process of consensus building and compromise. Our family of four

(who live well in San Francisco without a car) respectfully ask you to please reconsider your proposal.

Thank you very much,

Sprague Terplan and family  
362 Corbett Avenue  
San Francisco CA 94114  
415-235-3037



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opage

RECEIVED  
SAN FRANCISCO SUPERVISORS  
2014 JAN 16 PM 3:27  
le

**State of Tobacco Control Report to be Released January 22, 2014**  
Report will include tobacco control grades for all 58 counties in California

Dear Board of Supervisors:

We are pleased to announce the upcoming release of the 12th annual American Lung Association *State of Tobacco Control* report on January 22, 2014. This report assigns grades to the federal government and states based on their tobacco control laws and regulations in effect as of January 2, 2014. These state grades cover policies in effect as of January 2, 2014 for Smokefree Air, Cigarette Tax, Tobacco Control Spending and Smoking Cessation.

In conjunction with the national report, the American Lung Association in California will release tobacco control report cards for all 482 incorporated cities and towns and 58 counties in California. Grades will be assigned for the following policy categories: Smokefree Outdoor Air, Smokefree Housing, and Reducing Sales of Tobacco Products. These three grades are then averaged for one Overall Tobacco Control Grade.

*State of Tobacco Control 2014* highlights the 50th anniversary of the historic 1964 Surgeon General's report that linked smoking to lung cancer and other serious diseases for the first time. We have made enormous progress in the fight against tobacco since 1964, but it is still the number one cause of preventable death in the United States. Since 1964, we have cut smoking rates by more than half, dramatically reduced exposure to secondhand smoke, reduced rates of lung cancer and other tobacco-related diseases and fundamentally changed public attitudes about tobacco.

Despite this progress, the tobacco battle is far from over. Tobacco still kills 440,000 Americans every year, sickens millions more and costs the nation nearly \$200 billion in health care bills and lost productivity. The tobacco industry still designs and manipulates its products to make them as appealing and addictive as possible; spends \$8.8 billion a year -- one million dollars every hour -- on marketing that often attracts kids; and fights every effort to reduce tobacco use.

Over the past 50 years, we have developed proven strategies that can achieve our public health goals if they are fully and effectively implemented. These strategies include tobacco tax increases, comprehensive smoke-free workplace laws, hard-hitting mass media campaigns, health insurance coverage to ensure smokers have access to quit-smoking treatments, and well-funded, sustained programs to prevent kids from smoking and help smokers quit.

On the 50th anniversary of the Surgeon General's report, we call for bold action by all levels of government to achieve three goals: 1) Reduce smoking rates to less than 10 percent within 10 years; 2) protect all Americans from secondhand smoke within five years; and 3) ultimately eliminate the death and disease caused by tobacco.

Now is the time to recommit ourselves to ending the tobacco epidemic and eliminating its often fatal consequences. We know how to win this battle and it should not take another 50 years to do so.

We encourage you to visit the American Lung Association in California website [www.lung.org/California](http://www.lung.org/California) on January 22 to view the state and local tobacco control report cards and learn how to take action in the fight against tobacco. Visit our About Us page at [www.lung.org/california](http://www.lung.org/california) to contact your local American Lung Association office for more information on the impact smoking is taking on your community and what can be done to combat it.

We hope you will join us in the fight to breathe easier,

**Marsha Ramos**  
Chair, American Lung Association in California Governing Board  
Former Mayor, Burbank, CA

**Anita Lee**  
Interim Chief Executive Officer  
Chief Financial Officer

Mayor's Office of Housing and Community Development  
City and County of San Francisco

1505-11, Leg Dep,  
COB, B+F Clerk  
Leg Clerk  
cpage

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BOARD OF SUPERVISORS  
SAN FRANCISCO

2014 JAN 14 PM 1:31

Edwin M. Lee  
Mayor

Olson Lee  
Director



January 10, 2014

Honorable Edwin M. Lee  
Mayor, City and County of San Francisco  
City Hall, Room 200

Angela Calvillo, Clerk of the Board  
Board of Supervisors  
City Hall, Room 244

Ben Rosenfield, Controller  
City Hall, Room 316

Re: Midtown Park Apartments Emergency Work Notification

This letter serves as notification of emergency repair work, already underway, at Midtown Park Apartments in conformance with Administrative Code Article IV, Section 6.60.

Midtown Park Apartments is a residential complex located on City-owned property under the jurisdiction of the Mayor's Office of Housing and Community Development (MOHCD). The complex requires certain emergency repairs related to the residents' health and safety, including roof replacements and removal of mold and mildew from housing units.

MOHCD has made an emergency determination necessitating these immediate repairs and has contracted with The John Stewart Company, the complex's current property manager, to manage the roof replacement and unit repair work for a total cost of \$750,000. The plan is to complete the roof replacements as soon as possible to prevent further leaks and the spread of the mold and mildew damage in the housing units.

Midtown Park Apartments is a six-building complex comprised of 139 residential units, located at 1415 Scott Street. The property was conveyed to the City in 1968. The City leased the complex to Midtown Park Corporation, a resident-operated nonprofit corporation that has owned and managed the development since 1968. Since its opening, Midtown Park Apartments has provided affordable family housing in the Western Addition.



The Midtown Park Apartments has insufficient operating funds or reserves to cover these repairs. Over the years, annual operating budget shortfalls due to insufficient rent revenue has led to significant deferred maintenance. As a result, the City, as the property owner, is paying for the emergency repairs in order to protect tenants' health and safety. MOHCD also is taking steps to improve Midtown Park's financial operations and ensure the property's long-term sustainability for the existing tenants.

MOHCD has identified federal funds to pay for the emergency work and will work with The John Stewart Company to ensure qualified contractors complete the work. Later this month, MOHCD will introduce a resolution at the Board of Supervisors for approval of the emergency work and other important steps required to preserve affordable housing for the tenants.

Sincerely,

A handwritten signature in black ink, appearing to read "Olson Lee". The signature is fluid and cursive, with the first name "Olson" and the last name "Lee" clearly distinguishable.

Olson Lee  
Director

C: Naomi Kelly, City Administrator  
Kate Howard, Mayor's Budget Director

BOS-11, cpage

**Commissioners**  
**Michael Sutton**, President  
Monterey  
**Richard Rogers**, Vice President  
Santa Barbara  
**Jim Kellogg**, Member  
Discovery Bay  
**Jack Baylis**, Member  
Los Angeles  
**Jacque Hostler-Carmesin**, Member  
McKinleyville

STATE OF CALIFORNIA  
Edmund G. Brown Jr., Governor

**Sonke Mastrup**, Executive Director  
1416 Ninth Street, Room 1320  
Sacramento, CA 95814  
(916) 653-4899  
(916) 653-5040 Fax  
www.fgc.ca.gov

### Fish and Game Commission



RECEIVED  
BOARD OF SUPERVISORS  
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2014 JAN 17 PM 2:43  
AR

January 15, 2014

**TO ALL INTERESTED AND AFFECTED PARTIES:**

This is to provide you with a copy of the notice of proposed regulatory action relative to subsections (c) and (e) of Section 27.80, Title 14, California Code of Regulations, relating to ocean salmon sport fishing, which will be published in the California Regulatory Notice Register on January 17, 2014.

This is the first of two notices relating to ocean salmon sport fishing and pertains to the ocean salmon sport fishing regulations for April 2014 and the ocean salmon possession limit. A separate notice pertaining to the remainder of the 2014 ocean salmon sport fishing regulations will also be published in the California Regulatory Notice Register on January 17, 2014.

Please note the dates of the public hearings related to this matter and associated deadlines for receipt of written comments.

**Dr. Craig Shuman, Regional Manager of the Marine Region, at (805) 568-1246, has been designated to respond to questions on the substance of the proposed regulations.**

Sincerely,

Sherrie Fonbuena  
Associate Governmental Program Analyst

Attachment

**TITLE 14. Fish and Game Commission  
Notice of Proposed Changes in Regulations**

**NOTICE IS HEREBY GIVEN** that the Fish and Game Commission (Commission), pursuant to the authority vested by sections 200, 202, 205, 220, 240, 316.5 and 2084 of the Fish and Game Code and to implement, interpret or make specific sections 200, 202, 205, 316.5 and 2084 of said Code, proposes to amend subsections (c) and (e) of Section 27.80, Title 14, California Code of Regulations, relating to April 2014 sport fishing regulations for ocean salmon and possession limit for ocean salmon.

**Informative Digest/Policy Statement Overview**

The Pacific Fishery Management Council (PFMC) coordinates west coast management of recreational and commercial ocean salmon fisheries in the federal fishery management zone (three to 200 miles offshore) along the coasts of Washington, Oregon and California. The annual PFMC ocean salmon regulation recommendations are subsequently implemented by the National Marine Fisheries Service (NMFS) effective on May 1 of each year.

California's recreational salmon fishing regulations need to conform to the federal regulations to achieve optimum yield in California under the Federal Salmon Fishery Management Plan. The Commission adopts regulations for the ocean salmon recreational fishery in State waters (zero to three miles offshore) which are consistent with these federal fishery management goals.

**Present Regulations**

Current regulations authorized ocean salmon recreational fishing seven days per week north of Horse Mountain including Humboldt Bay from May 1 to September 8, 2013. Between Horse Mountain and Point Arena, ocean salmon recreational fishing was authorized seven days per week from April 6 to November 10, 2013. Between Point Arena and Pigeon Point, ocean salmon recreational fishing was authorized seven days per week from April 6 to November 10, 2013, except during June 1 through July 9, 2013 when salmon fishing was closed on Mondays and Tuesdays. Areas south of Pigeon Point had an ocean salmon recreational fishing season seven days per week from April 6 to October 6, 2013, except during June 1 through July 9, 2013 when salmon fishing was closed on Mondays and Tuesdays. For all areas in 2013, the bag limit was two fish per day (all species except coho). Areas north of Point Arena had a minimum size limit of 20 inches total length. The area between Point Arena and Pigeon Point had a minimum size limit of 24 inches total length through July 31, 2013 and 20 inches total length thereafter. Areas south of Pigeon Point had a minimum size limit of 24 inches total length. Current regulations also provide that not more than one daily bag limit of recreationally taken ocean salmon may be possessed.

On May 1, 2013, NMFS implemented the 2013 federal ocean salmon regulations, which included the PFMC's recommendation to open the California ocean salmon recreational fishing season south of Horse Mountain on April 5, 2014. While federal waters south of Horse Mountain will open on April 5, 2014, State waters in this area will not open unless the Commission takes regulatory action to do so.

**Proposed Regulations**

Two separate Commission actions are necessary to conform the State regulations to federal rules that will apply in 2014. The current proposed regulation would amend subsection 27.80(c), establishing salmon fishing regulations for the month of April 2014, and add a new subsection

27.80(e), increasing the recreational salmon possession limit on land to two daily bag limits. In addition, recreational salmon fishing regulations for May 1 through the end of 2014 will be considered in a separate rulemaking action, tentatively scheduled for adoption in April 2014.

For public notice purposes to facilitate Commission discussion, the Department of Fish and Wildlife is proposing the following regulations to encompass the range of federal ocean salmon regulations that are expected to be in effect April 5 through April 30, 2014. This approach will allow the Commission to adopt State ocean salmon recreational fishing regulations to conform to those in effect in federal ocean waters.

- (1) North of Horse Mountain and in Humboldt Bay: The fishery shall remain closed in this area during April. The remainder of the 2014 season will be decided in April by the PFMC and Commission and the section will be amended pursuant to the regulatory process.
- (2) South of Horse Mountain: The season, if any, may open on a date within the range of April 5 through April 30, 2014. The proposed daily bag limit will be from zero to two fish, and the proposed minimum size will be from 20 to 26 inches total length. The exact opening dates, along with daily bag limit, minimum size, and days of the week open may be different for each subarea and will be determined by the Commission, considering federal regulations applicable to each subarea for April 2014.

In addition, the proposed regulation will provide an ocean salmon possession limit of up to two daily bag limits when on land. However, on a vessel in ocean waters, the boat limit for salmon shall be determined by the single daily bag limit and the number of anglers pursuant to subsection 27.60(c), Title 14, CCR. In the regulatory subsections for each subarea, reference to the general possession limit (Section 1.17) will be replaced with a reference to new subsection 27.80(e) which will specify the possession limit. The exact possession limits will be determined by the Commission, considering the federal regulations applicable to each subarea.

Other changes are proposed to clarify the existing regulations.

The benefits of the proposed regulations are concurrence with federal law, sustainable management of ocean salmon resources, and promotion of businesses that rely on recreational ocean salmon fishing.

The proposed regulations are neither inconsistent nor incompatible with existing State regulations. The legislature has delegated authority to the Commission to adopt sport fishing regulations in general (sections 200, 202 and 205, Fish and Game Code) and salmon sport fishing regulations specifically (Section 316.5, Fish and Game Code). The proposed regulations are consistent with regulations for sport fishing in marine protected areas (Section 632, Title 14, CCR) and with general sport fishing regulations in chapters 1 and 4 of subdivision 1 of Division 1, Title 14, CCR. Commission staff has searched the California Code of Regulations and has found no other State regulations related to the recreational take of salmon in the ocean.

**NOTICE IS GIVEN** that any person interested may present statements, orally or in writing, relevant to this action at a hearing to be held in the Resources Building, First Floor Auditorium, 1416 Ninth Street, Sacramento, California, on Wednesday, February 5, 2014, at 8:00 a.m., or as soon thereafter as the matter may be heard.

**NOTICE IS ALSO GIVEN** that any person interested may present statements, orally or in writing, relevant to this action at a hearing to be held in the Justice Joseph Rattigan Building, 50 D Street, Room 410 A/B, Santa Rosa, California, on Wednesday, March 19, 2014, at 8:00 a.m., or as soon thereafter as the matter may be heard. Written comments may be submitted at the address given below, or by fax at (916) 653-5040, or by e-mail to [FGC@fgc.ca.gov](mailto:FGC@fgc.ca.gov). Written comments mailed, faxed or e-mailed to the Commission office must be received before 5:00 p.m. on March 14, 2014. All comments must be received no later than March 19, 2014, at the hearing in Santa Rosa, CA. If you would like copies of any modifications to this proposal, please include your name and mailing address.

The regulations as proposed in ~~strikeout~~underline format, as well as an initial statement of reasons, including environmental considerations and all information upon which the proposal is based (rulemaking file), are on file and available for public review from the agency representative, Sonke Mastrup, Executive Director, Fish and Game Commission, 1416 Ninth Street, Box 944209, Sacramento, California 94244-2090, phone (916) 653-4899. Please direct requests for the above mentioned documents and inquiries concerning the regulatory process to Sonke Mastrup or Sherrie Fonbuena at the preceding address or phone number. **Dr. Craig Shuman, Regional Manager of the Marine Region, Department of Fish and Wildlife, phone (805) 568-1246, has been designated to respond to questions on the substance of the proposed regulations.** Copies of the Initial Statement of Reasons, including the regulatory language, may be obtained from the address above. Notice of the proposed action shall be posted on the Fish and Game Commission website at <http://www.fgc.ca.gov>.

#### Availability of Modified Text

If the regulations adopted by the Commission differ from but are sufficiently related to the action proposed, they will be available to the public for at least 15 days prior to the date of adoption. Circumstances beyond the control of the Commission (e.g., timing of Federal regulation adoption, timing of resource data collection, timelines do not allow, etc.) or changes made to be responsive to public recommendation and comments during the regulatory process may preclude full compliance with the 15-day comment period, and the Commission will exercise its powers under Section 202 of the Fish and Game Code. Regulations adopted pursuant to this section are not subject to the time periods for adoption, amendment or repeal of regulations prescribed in Sections 11343.4, 11346.4 and 11346.8 of the Government Code. Any person interested may obtain a copy of said regulations prior to the date of adoption by contacting the agency representative named herein.

If the regulatory proposal is adopted, the final statement of reasons may be obtained from the address above when it has been received from the agency program staff.

#### Impact of Regulatory Action/Results of the Economic Impact Analysis

The potential for significant statewide adverse economic impacts that might result from the proposed regulatory action has been assessed, and the following initial determinations relative to the required statutory categories have been made:

- (a) Significant Statewide Adverse Economic Impact Directly Affecting Business, Including the Ability of California Businesses to Compete with Businesses in Other States:

The proposed action will not have a significant statewide adverse economic impact directly affecting business, including the ability of California businesses to compete with businesses in other states. Status quo fishing levels for April 2014 as compared the 2013 April ocean salmon sport fishing season are anticipated.

- (b) Impact on the Creation or Elimination of Jobs Within the State, the Creation of New Businesses or the Elimination of Existing Businesses, or the Expansion of Businesses in California; Benefits of the Regulation to the Health and Welfare of California Residents, Worker Safety, and the State's Environment:

The Commission does not anticipate that the proposed regulations will have any impact on the creation or elimination of jobs, the creation or elimination of businesses or the expansion of businesses in California.

The Commission anticipates benefits to the health and welfare of California residents. Salmon sport fishing contributes to increased mental health of its practitioners, provides opportunities for multi-generational family activities and promotes respect for California's environment by the future stewards of California's natural resources.

The Commission anticipates benefits to the State's environment in the sustainable management of salmon resources.

Additional benefits of the proposed regulations are concurrence with federal law, and promotion of businesses that rely on recreational ocean salmon fishing.

The Commission does not anticipate benefits to worker safety.

- (c) Cost Impacts on a Representative Private Person or Business:

The Commission is not aware of any cost impacts that a representative private person or business would necessarily incur in reasonable compliance with the proposed action.

- (d) Costs or Savings to State Agencies or Costs/Savings in Federal Funding to the State: None.

- (e) Nondiscretionary Costs/Savings to Local Agencies: None.

- (f) Programs Mandated on Local Agencies or School Districts: None.

- (g) Costs Imposed on any Local Agency or School District that is Required to be Reimbursed Under Part 7 (commencing with Section 17500) of Division 4, Government Code: None.

- (h) Effect on Housing Costs: None.

Effect on Small Business

It has been determined that the adoption of these regulations may affect small business. The Commission has drafted the regulations in Plain English pursuant to Government Code sections 11342.580 and 11346.2(a)(1).

Consideration of Alternatives

The Commission must determine that no reasonable alternative considered by the Commission, or that has otherwise been identified and brought to the attention of the Commission, would be more effective in carrying out the purpose for which the action is proposed, would be as effective and less burdensome to affected private persons than the proposed action, or would be more cost effective to affected private persons and equally effective in implementing the statutory policy or other provision of law.

FISH AND GAME COMMISSION

Dated: January 7, 2014

Sonke Mastrup  
Executive Director

Bos-11, cpage

**Commissioners**  
**Michael Sutton**, President  
Monterey  
**Richard Rogers**, Vice President  
Santa Barbara  
**Jim Kellogg**, Member  
Discovery Bay  
**Jack Baylis**, Member  
Los Angeles  
**Jacque Hostler-Carmesin**, Member  
McKinleyville

STATE OF CALIFORNIA  
Edmund G. Brown Jr., Governor

**Sonke Mastrup**, Executive Director  
1416 Ninth Street, Room 1320  
Sacramento, CA 95814  
(916) 653-4899  
(916) 653-5040 Fax  
www.fgc.ca.gov

### Fish and Game Commission



January 15, 2014

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**TO ALL INTERESTED AND AFFECTED PARTIES:**

This is to provide you with a copy of the notice of proposed regulatory action relative to subsection (d) of Section 27.80, Title 14, California Code of Regulations, relating to ocean salmon sport fishing, which will be published in the California Regulatory Notice Register on January 17, 2014.

This is the second of two notices relating to ocean salmon sport fishing and pertains only to the ocean salmon sport fishing regulations for May through November 2014. A separate notice pertaining to the April 2014 ocean salmon sport fishing regulations and to ocean salmon possession limits will also be published in the California Regulatory Notice Register on January 17, 2014.

Please note the dates of the public hearings related to this matter and associated deadlines for receipt of written comments.

**Dr. Craig Shuman, Regional Manager of the Marine Region, at (805) 568-1246, has been designated to respond to questions on the substance of the proposed regulations.**

Sincerely,

Sherrie Fonbuena  
Associate Governmental Program Analyst

Attachment



**TITLE 14. Fish and Game Commission  
Notice of Proposed Changes in Regulations**

**NOTICE IS HEREBY GIVEN** that the Fish and Game Commission (Commission), pursuant to the authority vested by sections 200, 202, 205, 220, 240, 316.5 and 2084 of the Fish and Game Code and to implement, interpret or make specific sections 200, 202, 205, 316.5 and 2084 of said Code, proposes to amend subsection (d) of Section 27.80, Title 14, California Code of Regulations, relating to ocean salmon sport fishing on and after May 1, 2014.

**Informative Digest/Policy Statement Overview**

The Pacific Fishery Management Council (PFMC) coordinates west coast management of recreational and commercial ocean salmon fisheries in the federal fishery management zone (three to 200 miles offshore) off Washington, Oregon and California. The annual PFMC ocean salmon regulation recommendations are subsequently implemented by the National Marine Fisheries Service (NMFS) effective on May 1 of each year.

California's recreational salmon fishing regulations need to conform to the federal regulations to achieve optimum yield in California under the Federal Salmon Fishery Management Plan. The Commission proposes to adopt regulations for the ocean salmon recreational fishery in State waters (zero to three miles offshore) which are consistent with these federal fishery management goals.

**Present Regulations**

Current regulations authorized ocean salmon recreational fishing seven days per week north of Horse Mountain including Humboldt Bay from May 1 to September 8, 2013. Between Horse Mountain and Point Arena, ocean salmon recreational fishing was authorized seven days per week from April 6 to November 10, 2013. Between Point Arena and Pigeon Point, ocean salmon recreational fishing was authorized seven days per week from April 6 to November 10, 2013, except during June 1 through July 9, 2013 when salmon fishing was closed on Mondays and Tuesdays. Areas south of Pigeon Point had an ocean salmon recreational fishing season seven days per week from April 6 to October 6, 2013, except during June 1 through July 9, 2013 when salmon fishing was closed on Mondays and Tuesdays. For all areas in 2013, the bag limit was two fish per day (all species except coho). Areas north of Point Arena had a minimum size limit of 20 inches total length. The area between Point Arena and Pigeon Point had a minimum size limit of 24 inches total length through July 31, 2013 and 20 inches total length thereafter. Areas south of Pigeon Point had a minimum size limit of 24 inches total length. Current regulations also provide that not more than one daily bag limit of recreationally taken ocean salmon may be possessed.

**Proposed Regulations**

Two separate Commission actions are necessary to conform the State regulations to federal rules that will apply in 2014. This proposed regulation would amend subsection 27.80(d), establishing salmon fishing regulations for May 1 through the end of 2014. Recreational salmon fishing regulations for the month of April 2014 will be considered in a separate rulemaking action, tentatively scheduled for adoption in March 2014.

For public notice purposes and to facilitate Commission discussion, the Department of Fish and Wildlife is proposing the following regulations to encompass the range of options for federal ocean salmon regulations that are expected to be in effect on or after May 1, 2014. This

approach will allow the Commission to adopt State ocean salmon recreational fishing regulations to conform to those in effect in federal ocean waters.

- (1) North of Horse Mountain and in Humboldt Bay: The season, if any, may occur within the range of May 1 through September 30, 2014.
- (2) Between Horse Mountain and Pigeon Point: The season, if any, may occur within the range of May 1 to November 9, 2014.
- (3) South of Pigeon Point: The season, if any, may occur within the range of May 1 to October 5, 2014.
- (4) For all areas, the proposed daily bag limit will be from zero to two fish, and the proposed minimum size will be from 20 to 26 inches total length.

The exact opening and closing dates, along with daily bag limit, minimum size, and days of the week open will be determined in April by the Commission considering federal regulations and may be different for each subarea.

In the regulatory subsections for each subarea, reference to the general possession limit (Section 1.17) will be replaced with a reference to new subsection 27.80(e) which will specify the possession limit.

In addition, text is proposed to be added to subsection 27.80(d)(1)(A) to provide latitude and longitude coordinates for the closures listed in Section 27.75, Title 14, CCR.

Other changes are proposed for clarity and consistency.

The benefits of the proposed regulations are concurrence with federal law, sustainable management of ocean salmon resources, and promotion of businesses that rely on recreational ocean salmon fishing.

The proposed regulations are neither inconsistent nor incompatible with existing State regulations. The legislature has delegated authority to the Commission to adopt sport fishing regulations in general (sections 200, 202 and 205, Fish and Game Code) and salmon sport fishing regulations specifically (Section 316.5, Fish and Game Code). The proposed regulations are consistent with regulations for sport fishing in marine protected areas (Section 632, Title 14, CCR) and with general sport fishing regulations in chapters 1 and 4 of subdivision 1 of Division 1, Title 14, CCR. Commission staff has searched the California Code of Regulations and has found no other State regulations related to the recreational take of salmon in the ocean.

**NOTICE IS GIVEN** that any person interested may present statements, orally or in writing, relevant to this action at a hearing to be held in the Resources Building, First Floor Auditorium, 1416 Ninth Street, Sacramento, California, on Wednesday, February 5, 2014, at 8:00 a.m., or as soon thereafter as the matter may be heard.

**NOTICE IS ALSO GIVEN** that any person interested may present statements, orally or in writing, relevant to this action at a hearing to be held at the Crowne Plaza Ventura Beach Hotel, 450 E. Harbor Blvd., Ventura, California, on Wednesday, April 16, 2014, at 8:00 a.m., or as

soon thereafter as the matter may be heard. Written comments may be submitted at the address given below, or by fax at (916) 653-5040, or by e-mail to [FGC@fgc.ca.gov](mailto:FGC@fgc.ca.gov). Written comments mailed, faxed or e-mailed to the Commission office must be received before 5:00 p.m. on April 11, 2014. All comments must be received no later than April 16, 2014, at the hearing in Ventura, CA. If you would like copies of any modifications to this proposal, please include your name and mailing address.

The regulations as proposed in strikeout-underline format, as well as an initial statement of reasons, including environmental considerations and all information upon which the proposal is based (rulemaking file), are on file and available for public review from the agency representative, Sonke Mastrup, Executive Director, Fish and Game Commission, 1416 Ninth Street, Box 944209, Sacramento, California 94244-2090, phone (916) 653-4899. Please direct requests for the above mentioned documents and inquiries concerning the regulatory process to Sonke Mastrup or Sherrie Fonbuena at the preceding address or phone number. **Dr. Craig Shuman, Regional Manager of the Marine Region, Department of Fish and Wildlife, phone (805) 568-1246, has been designated to respond to questions on the substance of the proposed regulations.** Copies of the Initial Statement of Reasons, including the regulatory language, may be obtained from the address above. Notice of the proposed action shall be posted on the Fish and Game Commission website at <http://www.fgc.ca.gov>.

#### Availability of Modified Text

If the regulations adopted by the Commission differ from but are sufficiently related to the action proposed, they will be available to the public for at least 15 days prior to the date of adoption. Circumstances beyond the control of the Commission (e.g., timing of Federal regulation adoption, timing of resource data collection, timelines do not allow, etc.) or changes made to be responsive to public recommendation and comments during the regulatory process may preclude full compliance with the 15-day comment period, and the Commission will exercise its powers under Section 202 of the Fish and Game Code. Regulations adopted pursuant to this section are not subject to the time periods for adoption, amendment or repeal of regulations prescribed in Sections 11343.4, 11346.4 and 11346.8 of the Government Code. Any person interested may obtain a copy of said regulations prior to the date of adoption by contacting the agency representative named herein.

If the regulatory proposal is adopted, the final statement of reasons may be obtained from the address above when it has been received from the agency program staff.

#### Impact of Regulatory Action/Results of the Economic Impact Analysis

The potential for significant statewide adverse economic impacts that might result from the proposed regulatory action has been assessed, and the following initial determinations relative to the required statutory categories have been made:

- (a) Significant Statewide Adverse Economic Impact Directly Affecting Business, Including the Ability of California Businesses to Compete with Businesses in Other States:

For the purpose of evaluating potential economic impacts of the 2014 ocean salmon regulations, the Commission analyzed possible reductions in ocean salmon recreational effort ranging from zero (no change) to ten percent. Within this range (zero, five-percent,

or ten-percent reduction in the fishery), the proposed action will not have a significant statewide adverse economic impact directly affecting business, including the ability of California businesses to compete with businesses in other states. Moreover, the proposed changes ensure the continued preservation of the resource and therefore the prevention of long term adverse economic impacts, and minimal short term impacts.

Using the 2012 salmon season as a base year for comparison, the ocean salmon recreational fishery generated an estimated \$24 million (2012 dollars) in total economic output to the State. A ten-percent reduction in the fishery would amount to, at most, a \$2.4 million reduction in total economic output for the State, relative to the 2012 season. As a general rule, for every 5,000 salmon harvested in the ocean recreational fishery, there is approximately \$1 million in potential total economic contribution to the State.

(b) Impact on the Creation or Elimination of Jobs Within the State, the Creation of New Businesses or the Elimination of Existing Businesses, or the Expansion of Businesses in California; Benefits of the Regulation to the Health and Welfare of California Residents, Worker Safety, and the State's Environment:

Using the 2012 salmon season as a base year for comparison, the California ocean salmon recreational fishery supports an estimated 180 jobs in the State. A ten-percent reduction in the fishery for the 2014 season would amount to, at most, a reduction of 18 jobs for the State, relative to the 2012 season. Generally, for every 5,000 salmon harvested in the ocean recreational fishery, there are approximately 7.3 jobs supported in the State.

The Commission does not anticipate any impacts on the creation of jobs in California.

A ten-percent reduction in the fishery may affect the creation or elimination of businesses in the State in some localized areas that lack industry diversification and have a heavy reliance on recreational fishing and tourism. Many ocean fishing port businesses offer alternative, substitute, fishing resources and activities for salmon anglers.

The Commission does not anticipate any impacts on the expansion of businesses in California.

The Commission anticipates benefits to the health and welfare of California residents. Providing opportunities for an ocean salmon sport fishery encourages consumption of a nutritious food.

The Commission anticipates benefits to the environment by the sustainable management of California's ocean salmon resources.

Additional benefits of the proposed regulations are concurrence with federal law, and promotion of businesses that rely on recreational ocean salmon fishing.

The Commission does not anticipate any benefits to worker safety.

(c) Cost Impacts on a Representative Private Person or Business:

The Commission is not aware of any cost impacts that a representative private person or business would necessarily incur in reasonable compliance with the proposed action.

(d) Costs or Savings to State Agencies or Costs/Savings in Federal Funding to the State: None.

(e) Nondiscretionary Costs/Savings to Local Agencies: None.

(f) Programs Mandated on Local Agencies or School Districts: None.

(g) Costs Imposed on any Local Agency or School District that is Required to be Reimbursed Under Part 7 (commencing with Section 17500) of Division 4, Government Code: None.

(h) Effect on Housing Costs: None.

Effect on Small Business

It has been determined that the adoption of these regulations may affect small business. The Commission has drafted the regulations in Plain English pursuant to Government Code sections 11342.580 and 11346.2(a)(1).

Consideration of Alternatives

The Commission must determine that no reasonable alternative considered by the Commission, or that has otherwise been identified and brought to the attention of the Commission, would be more effective in carrying out the purpose for which the action is proposed, would be as effective and less burdensome to affected private persons than the proposed action, or would be more cost effective to affected private persons and equally effective in implementing the statutory policy or other provision of law.

FISH AND GAME COMMISSION

Sonke Mastrup  
Executive Director

Dated: January 7, 2014

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**From:** Board of Supervisors  
**To:** BOS-Supervisors  
**Subject:** Joint Police Commission and Neighborhood Safety & Services Committee Hearing Thursday, January 16, 5PM | City Hall Room 250

-----Original Message-----

From: David Zovickian [mailto:davidzovickian@mac.com]  
Sent: Wednesday, January 15, 2014 9:54 AM  
To: Board of Supervisors  
Subject: Joint Police Commission and Neighborhood Safety & Services Committee Hearing Thursday, January 16, 5PM | City Hall Room 250

Dear Members of the Joint Commission

As a daily bike commuter (the entire lengths of Valencia and Polk) I wish to advocate the following:

In addition to insuring that motor vehicles abide by the rules of the road through police enforcement, I would respectfully encourage that the police department enforce the rules of the road for bicyclists. I recognize that reckless behavior by motorists is far more likely to cause me serious harm, and rarely a day goes by where I'm not cut off by a car, taxi or truck. However, the reckless attitudes of far too many bicyclists who blow through stop signs and traffic lights, weave recklessly around vehicles, and use little or no lighting at night only serve to reinforce the commonly held public attitude that bicyclists and the SFBC are all about themselves, and that it's only the other users of the road that need to step up their behavior. Mutual respect among all users of the road will only occur when all users of the road equally respect the rules of the road. I applaud the SFBC efforts to promote safe bikeways throughout the City, and that's why I initially joined the SFBC. As long as the SFBC only offers token support to truly equal enforcement of the rules of the road by all users, I am afraid they will not be taken seriously among the general public; rather they will be viewed as just another special interest group where the rules don't apply to themselves, which is why I am no longer a member.

David Zovickian  
29th Street

ps Yes, I do stop fully at stop signs, wait for lights to turn green , avoid passing right turning vehicles on their right and yield the right of way to other vehicles and peds.

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**From:** Board of Supervisors  
**To:** BOS-Supervisors  
**Subject:** ATT Ugly box hearing

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**From:** Tedlsf [mailto:[tedlsf@sbcglobal.net](mailto:tedlsf@sbcglobal.net)]  
**Sent:** Monday, January 13, 2014 3:13 PM  
**To:** Board of Supervisors  
**Subject:** ATT Ugly box hearing

Supervisors,

Listening to the hearing, it should be obvious to you that ATT and DPW are pretending to engage in a process with huge holes in it. For instance, Dpw is trying to figure out how to invoice for their service to ATT work.

Several changes need to be made to these installations. Such as:

Technology outdated. Underground is better.

Conflicts with walkable city objective

ATT misrepresent s sites: boxes are shown smaller than real size

-- have full size mockups photographed at the site..not Photoshop "best efforts. "

ATT does not fully research location sites.

Dri. Nuru does not hold hearing He should hear all the issues from residents & taxpayers.

Put fines in place for those. Who litter the right of way. ATT, FEDEX, Comcast

Notification should be for 1000 ' radius.

Do it before more of these hideous refrigerators land on our congested sidewalks.

Ted Loewenberg

From my Android phone on T-Mobile. The first nationwide 4G network.

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**From:** Lisa [peacemsb@yahoo.com]  
**Sent:** Monday, December 13, 2010 11:23 PM  
**To:** Michela.Alioto-Pier@sfgov.org  
**Cc:** Avalos, John; Campos, David; Chiu, David; Chu, Carmen; Chris.Daly@sfgov.org; Dufty, Bevan; Elsbernd, Sean; Mar, Eric (BOS); Maxwell, Sophie; Mirkarimi, Ross; Board of Supervisors; votesavekpfa@gmail.com  
**Subject:** Save KPFA

Honorable Supervisors,

Whether you had extensive legal expertise prior to assuming the position of supervisor, or since the time you have served on the board, you all have strengthened your knowledge of contracts. I implore you to intervene on behalf of the thousands of your constituents in adopting a resolution stating the SF Board of Supervisors' support of good-faith negotiations, and secondly, in recommending that legally-binding contracts such as the one between the Pacifica National Board and KPFA staff be honored.

Respectfully,  
Lisa-Anne Lee, teacher



**Document is available  
at the Clerk's Office  
Room 244, City Hall**

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**To:** BOS-Supervisors  
**Subject:** Planning Department's 2012-2013 Annual Report

**From:** "Rahaim, John" <[john.rahaim@sfgov.org](mailto:john.rahaim@sfgov.org)>  
**Date:** December 19, 2013 at 2:41:20 PM PST  
**To:** Department Heads <[departmentheads.bp2ln@sfgov1.onmicrosoft.com](mailto:departmentheads.bp2ln@sfgov1.onmicrosoft.com)>  
**Subject:** Planning Department's 2012-2013 Annual Report

Dear Colleagues,

I'm happy to share with you the San Francisco Planning Department's 2012-2013 Annual Report. The report is available [online](#).

This document highlights the accomplishments of the Planning and Historic Preservation Commissions and the work of the department staff. Much of our work would not be possible without the support and related work of many of you in the city family. Thank you.

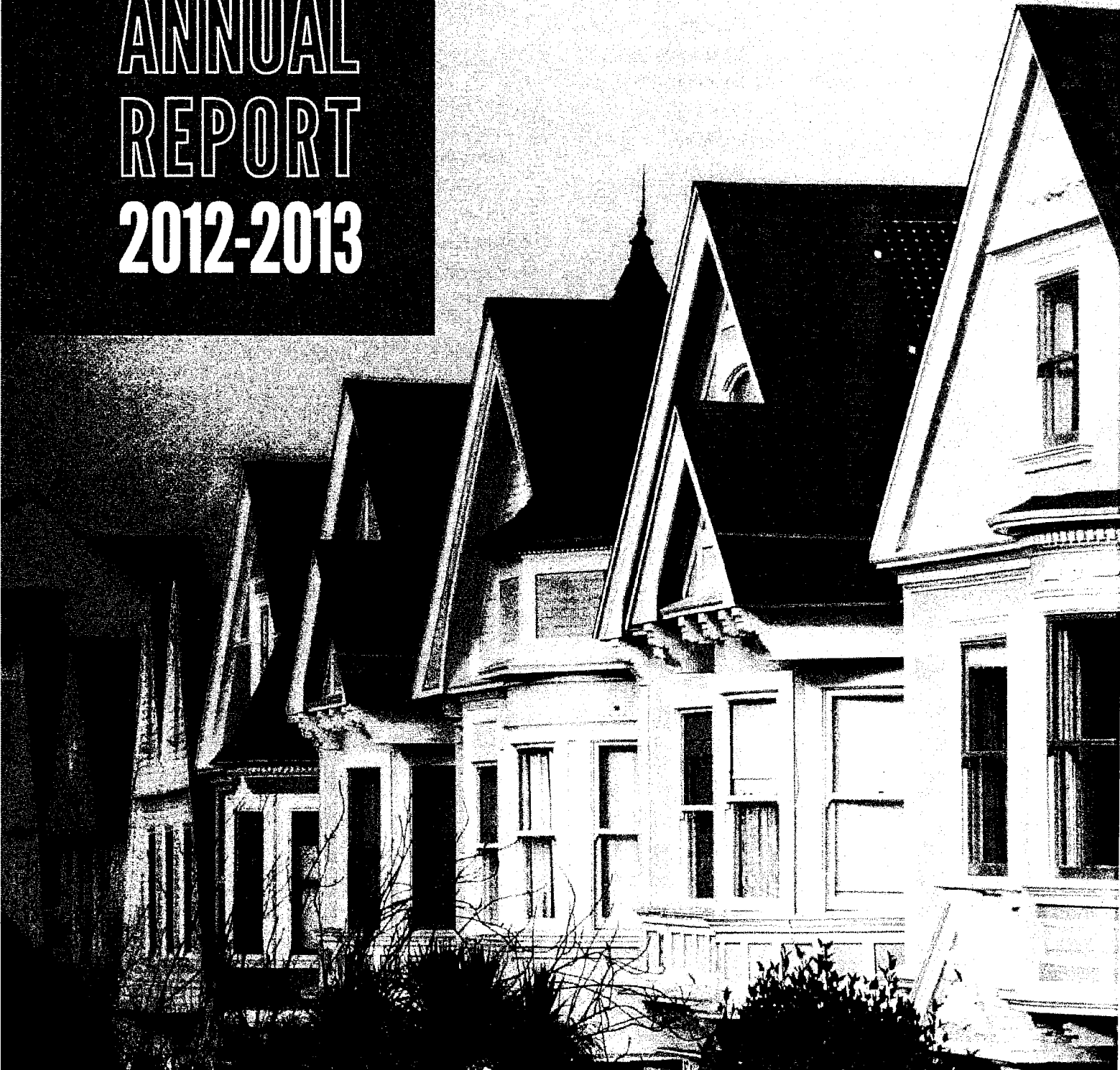
I hope you take some time to enjoy the report. Have a wonderful holiday season and a Happy New Year.

John

**John Rahaim**  
Planning Director  
1650 Mission Street Suite 400  
San Francisco CA 94103  
415-558-6411

SAN FRANCISCO  
PLANNING DEPARTMENT

# ANNUAL REPORT 2012-2013



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**From:** Durgy, Michelle  
**Sent:** Wednesday, January 15, 2014 2:56 PM  
**To:** Aimee Brown; Board of Supervisors; Cisneros, Jose; cynthia.fong@sfcta.org; Grazioli, Joseph; Lediju, Tonia; Lu, Carol; Marx, Pauline; Rosenfield, Ben; sfdocs@sfpl.info; Perl, Charles  
**Subject:** CCSF Monthly Pooled Fund Investment Report - December 2013  
**Attachments:** CCSF Monthly Investment Report for 2013-December.pdf

Hello All -

Please find the CCSF Monthly Pooled Fund Investment Report for December 2013 attached for your use.

Regards,  
Michelle

Michelle Durgy  
Chief Investment Officer  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102



Pauline Marx, Chief Assistant Treasurer  
Michelle Durgy, Chief Investment Officer

Investment Report for the month of December 2013

January 15, 2014

The Honorable Edwin M. Lee  
Mayor of San Francisco  
City Hall, Room 200  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4638

The Honorable Board of Supervisors  
City and County of San Francisco  
City Hall, Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4638

Ladies and Gentlemen,

In accordance with the provisions of California State Government Code, Section 53646, we forward this report detailing the City's pooled fund portfolio as of December 31, 2013. These investments provide sufficient liquidity to meet expenditure requirements for the next six months and are in compliance with our statement of investment policy and California Code.

This correspondence and its attachments show the investment activity for the month of December 2013 for the portfolios under the Treasurer's management. All pricing and valuation data is obtained from Interactive Data Corporation.

**CCSF Pooled Fund Investment Earnings Statistics \***

<i>(in \$ million)</i>	Current Month		Prior Month	
	Fiscal YTD	December 2013	Fiscal YTD	November 2013
Average Daily Balance	\$ 5,933	\$ 6,053	\$ 5,909	\$ 5,675
Net Earnings	22.71	4.01	18.70	3.73
Earned Income Yield	0.76%	0.78%	0.75%	0.80%

**CCSF Pooled Fund Statistics \***

<i>(in \$ million)</i>	% of	Book	Market	Wtd. Avg.	Wtd. Avg.	WAM
Investment Type	Portfolio	Value	Value	Coupon	YTM	
U.S. Treasuries	12.5%	\$ 763	\$ 765	1.22%	1.00%	936
Federal Agencies	65.7%	4,020	4,016	0.99%	0.86%	871
State & Local Government						
Agency Obligations	2.6%	162	158	2.69%	0.63%	400
Public Time Deposits	0.01%	1	1	0.48%	0.48%	79
Negotiable CDs	4.1%	250	250	0.26%	0.26%	125
Commercial Paper	2.3%	139	139	0.04%	0.13%	58
Medium Term Notes	10.7%	667	656	1.77%	0.39%	308
Money Market Funds	2.0%	125	125	0.03%	0.03%	2
<b>Totals</b>	<b>100.0%</b>	<b>\$ 6,127</b>	<b>\$ 6,111</b>	<b>1.08%</b>	<b>0.76%</b>	<b>739</b>

In the remainder of this report, we provide additional information and analytics at the security-level and portfolio-level, as recommended by the California Debt and Investment Advisory Commission.

Very truly yours,

José Cisneros  
Treasurer

cc: Treasury Oversight Committee: Aimee Brown, Joe Grazioli, Charles Perl  
Ben Rosenfield, Controller, Office of the Controller  
Tonia Lediju, Internal Audit, Office of the Controller  
Cynthia Fong, Deputy Director for Finance & Administration, San Francisco County Transportation Authority  
Carol Lu, Budget Analyst  
San Francisco Public Library

\* Please see last page of this report for non-pooled funds holdings and statistics.

## Portfolio Summary Pooled Fund

As of December 31, 2013

<i>(in \$ million)</i> Security Type	Par Value	Book Value	Market Value	Market/Book Price	Current % Allocation	Max. Policy Allocation	Compliant?
U.S. Treasuries	\$ 760	\$ 763	\$ 765	100.18	12.51%	100%	Yes
Federal Agencies	4,005	4,020	4,016	99.89	65.72%	85%	Yes
State & Local Government							
Agency Obligations	156	162	158	97.91	2.59%	20%	Yes
Public Time Deposits	1	1	1	100.00	0.01%	100%	Yes
Negotiable CDs	250	250	250	100.03	4.09%	30%	Yes
Bankers Acceptances	-	-	-	-	0.00%	40%	Yes
Commercial Paper	140	139	139	100.00	2.28%	25%	Yes
Medium Term Notes	657	667	656	98.41	10.74%	15%	Yes*
Repurchase Agreements	-	-	-	-	0.00%	100%	Yes
Reverse Repurchase/ Securities Lending Agreements	-	-	-	-	0.00%	\$75mm	Yes
Money Market Funds	125	125	125	-	2.05%	100%	Yes
LAIF	-	-	-	-	0.00%	\$50mm	Yes
<b>TOTAL</b>	<b>\$ 6,093</b>	<b>\$ 6,127</b>	<b>\$ 6,111</b>	<b>99.72</b>	<b>100.00%</b>	<b>-</b>	<b>Yes</b>

The City and County of San Francisco uses the following methodology to determine compliance: Compliance is pre-trade and calculated on both a par and market value basis, using the result with the lowest percentage of the overall portfolio value. Cash balances are included in the City's compliance calculations.

Please note the information in this report does not include cash balances. Due to fluctuations in the market value of the securities held in the Pooled Fund and changes in the City's cash position, the allocation limits may be exceeded on a post-trade compliance basis. In these instances, no compliance violation has occurred, as the policy limits were not exceeded prior to trade execution.

The full Investment Policy can be found at <http://www.sftreasurer.org/>, in the Reports & Plans section of the About menu.

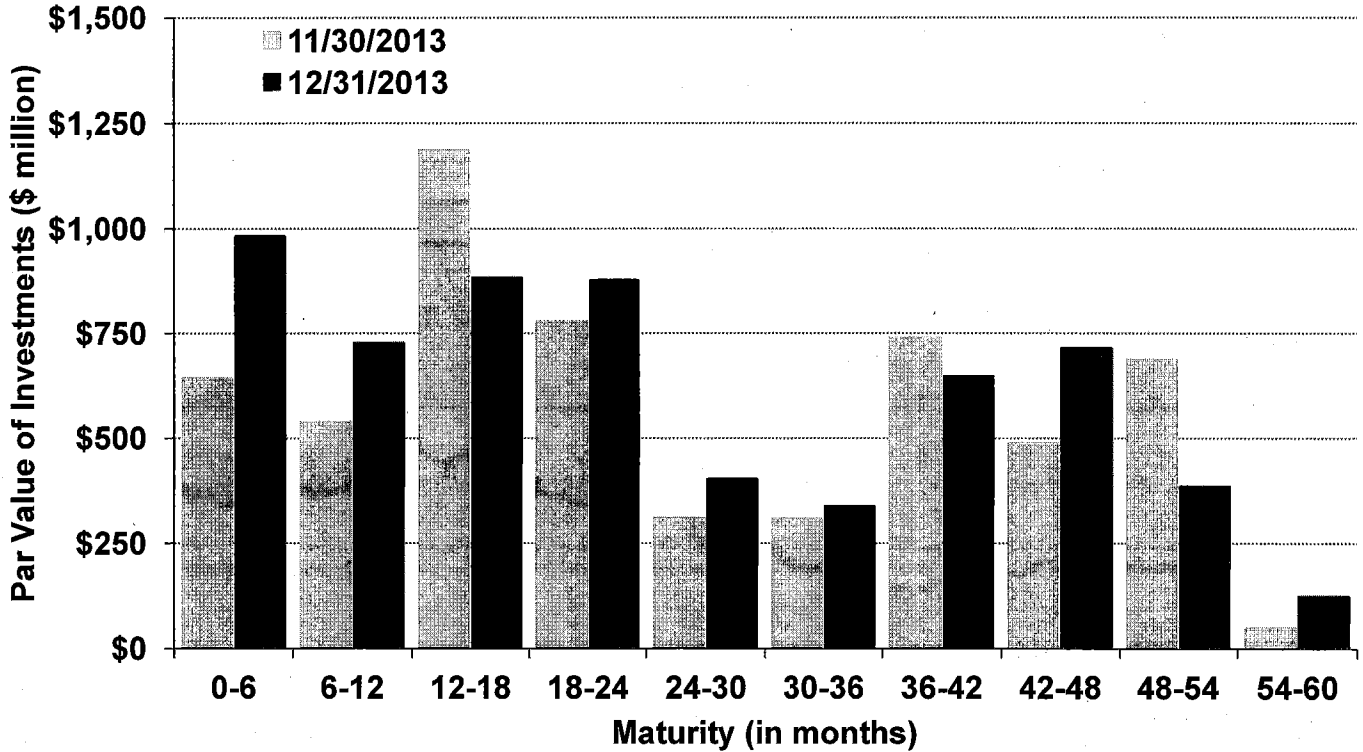
Totals may not add due to rounding.

\*\$5 million, or .09% of the pooled fund's assets, was a John Deere Capital Corp FRN (CUSIP: 24422ESA8) with maturity 1/12/15. As of the date of this report, the position has been sold through normal trading activity.

# Portfolio Analysis

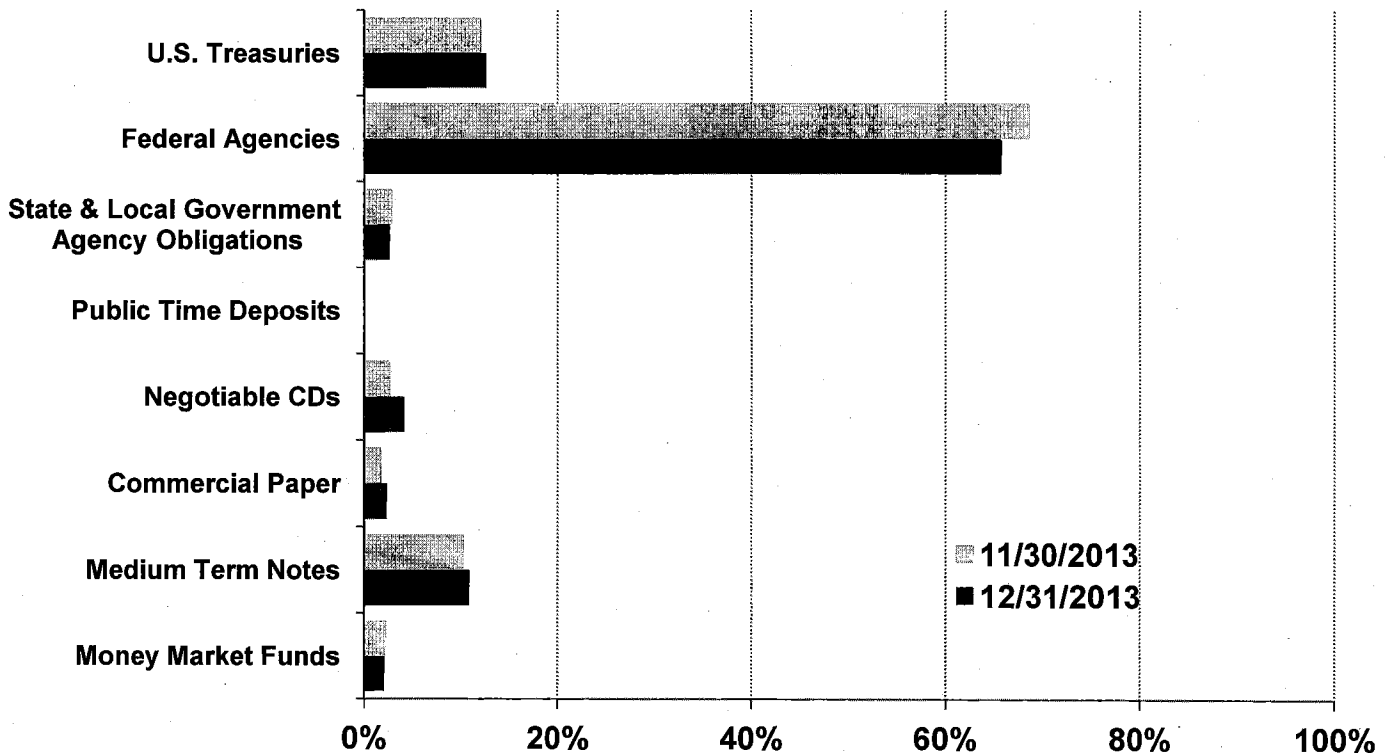
## Pooled Fund

### Par Value of Investments by Maturity

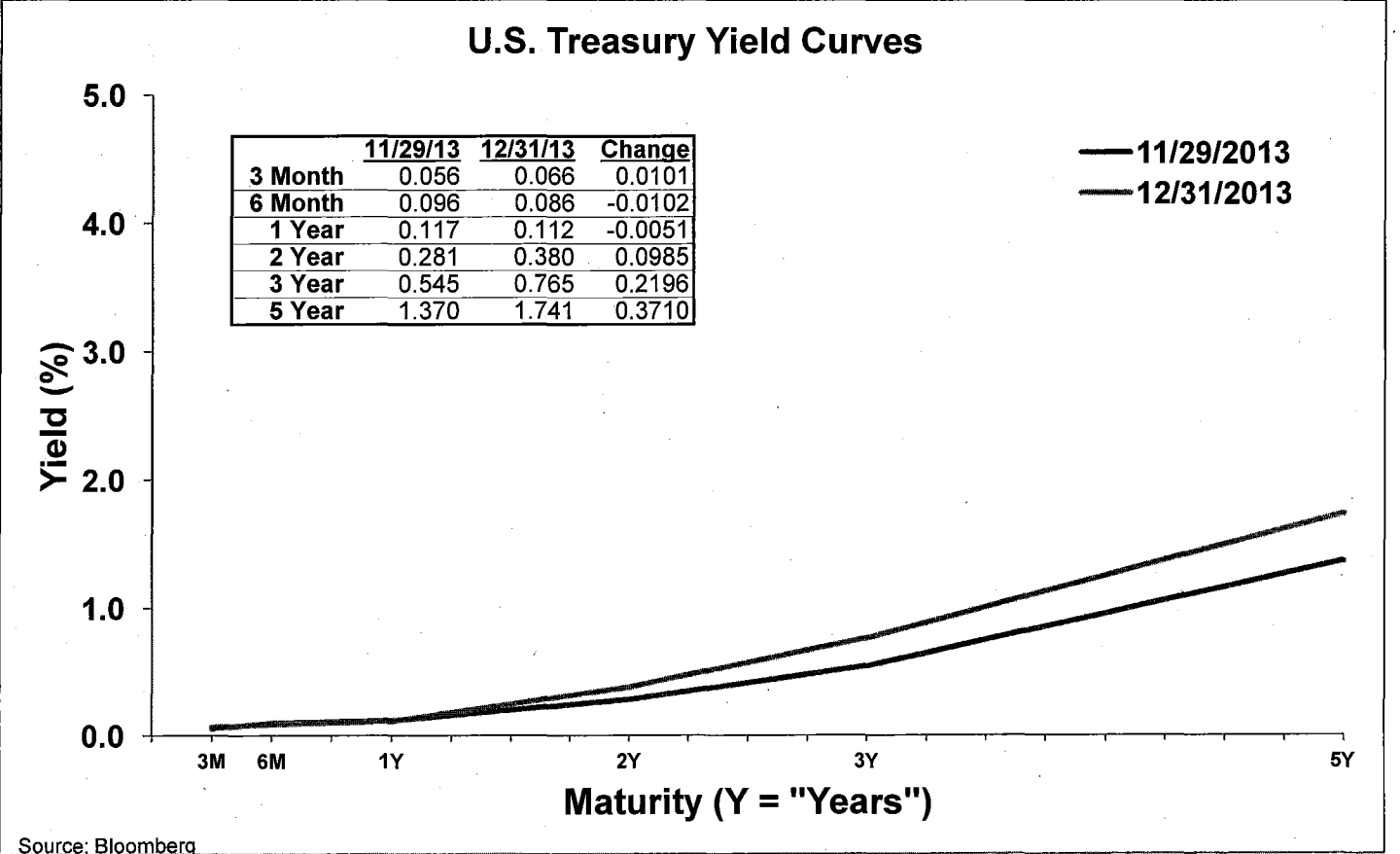
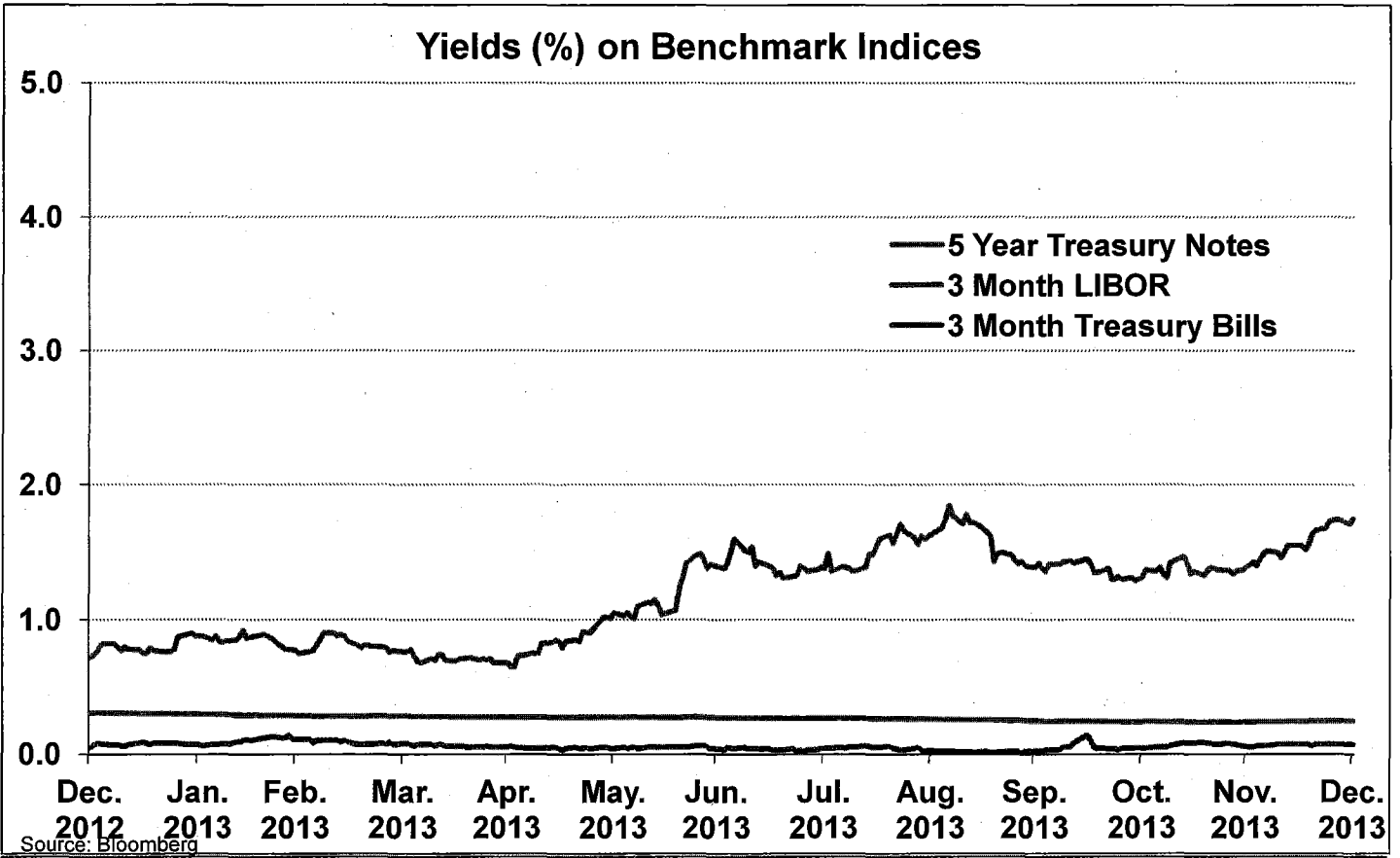


Callable bonds shown at maturity date.

### Asset Allocation by Market Value



# Yield Curves



# Investment Inventory

## Pooled Fund

As of December 31, 2013

Type of Investment	CUSIP	Issue Name	Settle	Maturity	Duration	Coupon	Par Value	Book Value	Amortized	
			Date	Date					Book Value	Market Value
U.S. Treasuries	912828PQ7	US TSY NT	6/1/11	1/15/14	0.04	1.00	\$ 25,000,000	\$ 25,226,563	\$ 25,003,307	\$ 25,007,750
U.S. Treasuries	912828LC2	US TSY NT	6/1/11	7/31/14	0.58	2.63	25,000,000	26,382,813	25,252,399	25,363,250
U.S. Treasuries	912828MW7	US TSY NT	2/24/12	3/31/15	1.23	2.50	50,000,000	53,105,469	51,246,581	51,420,000
U.S. Treasuries	912828PE4	US TSY NT	12/23/11	10/31/15	1.82	1.25	25,000,000	25,609,375	25,289,107	25,414,000
U.S. Treasuries	912828PJ3	US TSY NT	12/16/10	11/30/15	1.90	1.38	50,000,000	49,519,531	49,814,714	50,967,000
U.S. Treasuries	912828PJ3	US TSY NT	12/16/10	11/30/15	1.90	1.38	50,000,000	49,519,531	49,814,714	50,967,000
U.S. Treasuries	912828PJ3	US TSY NT	12/23/10	11/30/15	1.90	1.38	50,000,000	48,539,063	49,434,424	50,967,000
U.S. Treasuries	912828PS3	US TSY NT	12/13/13	1/31/16	2.04	2.00	50,000,000	52,107,082	52,064,637	51,640,500
U.S. Treasuries	912828RJ1	US TSY NT	10/11/11	9/30/16	2.71	1.00	75,000,000	74,830,078	74,906,150	75,644,250
U.S. Treasuries	912828RM4	US TSY NT	12/26/13	10/31/16	2.80	1.00	25,000,000	25,222,268	25,221,209	25,189,500
U.S. Treasuries	912828SJ0	US TSY NT	3/14/12	2/28/17	3.12	0.88	100,000,000	99,695,313	99,805,955	99,992,000
U.S. Treasuries	912828SJ0	US TSY NT	3/21/12	2/28/17	3.12	0.88	25,000,000	24,599,609	24,744,016	24,998,000
U.S. Treasuries	912828SJ0	US TSY NT	3/21/12	2/28/17	3.12	0.88	25,000,000	24,599,609	24,744,016	24,998,000
U.S. Treasuries	912828SM3	US TSY NT	4/4/12	3/31/17	3.20	1.00	50,000,000	49,835,938	49,893,296	50,109,500
U.S. Treasuries	912828TM2	US TSY NT	9/17/12	8/31/17	3.62	0.63	50,000,000	59,807,813	59,857,851	58,875,000
U.S. Treasuries	912828UE8	US TSY NT	1/4/13	12/31/17	3.95	0.75	50,000,000	49,886,719	49,909,226	48,890,500
U.S. Treasuries	912828UZ1	US TSY NT	5/24/13	4/30/18	4.28	0.63	25,000,000	24,699,219	24,736,274	24,109,500
<b>Subtotals</b>					<b>2.53</b>	<b>1.22</b>	<b>\$ 760,000,000</b>	<b>\$ 763,185,991</b>	<b>\$ 761,737,877</b>	<b>\$ 764,552,750</b>

Federal Agencies	3135G0AZ6	FNMA FRN QTR T-BILL+21	3/4/11	3/4/14	0.01	0.28	\$ 25,000,000	\$ 24,985,000	\$ 24,999,151	\$ 25,005,000
Federal Agencies	3135G0AZ6	FNMA FRN QTR T-BILL+21	3/4/11	3/4/14	0.01	0.28	25,000,000	24,992,500	24,999,576	25,005,000
Federal Agencies	313379RV3	FHLB FLT NT FF+12	6/11/12	3/11/14	0.01	0.21	50,000,000	49,986,700	49,998,562	50,015,000
Federal Agencies	31398A3R1	FNMA AMORT TO CALL	11/10/10	3/21/14	0.22	1.35	24,500,000	24,564,827	24,500,000	24,565,415
Federal Agencies	31315PHX0	FARMER MAC MTN	4/10/12	6/5/14	0.43	3.15	14,080,000	14,878,195	14,237,405	14,248,256
Federal Agencies	3133XWE70	FHLB TAP	5/15/12	6/13/14	0.45	2.50	48,000,000	50,088,480	48,448,514	48,506,880
Federal Agencies	3133724E1	FHLB	12/31/10	6/30/14	0.50	1.21	50,000,000	50,000,000	50,000,000	50,262,000
Federal Agencies	3137EACU1	FHLMC BONDS	6/2/11	7/30/14	0.58	1.00	75,000,000	74,946,000	74,990,173	75,376,500
Federal Agencies	3134G2UA8	FHLMC NT	12/1/11	8/20/14	0.63	1.00	28,000,000	28,247,744	28,057,632	28,145,880
Federal Agencies	31398A3G5	FNMA EX-CALL NT	4/4/12	9/8/14	0.68	1.50	13,200,000	13,515,216	13,288,843	13,320,516
Federal Agencies	31315PRZ4	FARMER MAC MTN	4/9/13	10/1/14	0.75	0.24	18,000,000	17,996,400	17,998,180	18,009,720
Federal Agencies	3136FTRF8	FNMA FLT QTR FF+39	12/12/11	11/21/14	0.01	0.48	26,500,000	26,523,585	26,507,108	26,593,545
Federal Agencies	31331J4S9	FFCB	12/16/10	12/8/14	0.93	1.40	24,000,000	23,988,000	23,997,184	24,272,400
Federal Agencies	31331J4S9	FFCB	12/8/10	12/8/14	0.93	1.40	19,000,000	18,956,680	18,989,889	19,215,650
Federal Agencies	313371W51	FHLB	12/8/10	12/12/14	0.94	1.25	75,000,000	74,391,000	74,856,584	75,683,250
Federal Agencies	3133XVNU1	FHLB	11/23/10	12/12/14	0.94	2.75	25,400,000	26,848,308	25,737,612	26,014,680
Federal Agencies	3133XVNU1	FHLB	11/23/10	12/12/14	0.94	2.75	2,915,000	3,079,668	2,953,386	2,985,543
Federal Agencies	3133XVNU1	FHLB	12/8/10	12/12/14	0.94	2.75	50,000,000	52,674,000	50,629,713	51,210,000
Federal Agencies	313371W93	FHLB	12/15/10	12/15/14	0.95	1.34	75,000,000	75,000,000	75,000,000	75,824,250
Federal Agencies	3136FTVN6	FNMA FLT QTR FF+35	12/15/11	12/15/14	0.01	0.43	75,000,000	75,000,000	75,000,000	75,254,250
Federal Agencies	31331J6Q1	FFCB	12/29/10	12/29/14	0.99	1.72	27,175,000	27,157,065	27,170,556	27,578,821
Federal Agencies	31331J6Q1	FFCB	12/29/10	12/29/14	0.99	1.72	65,000,000	64,989,600	64,997,423	65,965,900
Federal Agencies	3130A0FX3	FHLB SA	12/13/13	2/18/15	1.13	0.21	50,000,000	49,992,292	49,992,644	49,988,500
Federal Agencies	3133EAQ35	FFCB FLT NT FF+14	9/4/12	3/4/15	0.01	0.31	100,000,000	99,924,300	99,964,518	100,154,000
Federal Agencies	3133EAJP4	FFCB FLT NT 1ML+1.5	4/30/12	4/27/15	0.07	0.18	50,000,000	49,992,600	49,996,740	50,023,500
Federal Agencies	31315PWJ4	FARMER MAC FLT NT FF+26	5/3/12	5/1/15	0.01	0.35	50,000,000	50,000,000	50,000,000	50,158,500
Federal Agencies	3133EAQC5	FFCB FLT NT 1ML+1	6/8/12	5/14/15	0.04	0.18	50,000,000	49,985,500	49,993,251	50,018,500
Federal Agencies	3133EDC67	FFCB SA	12/19/13	6/18/15	1.46	0.25	50,000,000	49,992,847	49,993,026	49,936,000
Federal Agencies	3133EAVE5	FFCB FLT NT 1ML+2	12/15/12	6/22/15	0.06	0.18	50,000,000	49,987,300	49,992,659	50,024,500
Federal Agencies	31315PDZ9	FAMCA	11/22/13	7/22/15	1.52	2.38	15,000,000	15,630,100	15,596,403	15,440,850



# Investment Inventory

## Pooled Fund

Type of Investment	CUSIP	Issue Name	Settle	Maturity	Duration	Coupon	Par Value	Book Value	Amortized	
			Date	Date					Book Value	Market Value
Federal Agencies	3133ECVW1	FFCB FLT NT T-BILL+14	8/5/13	8/5/15	0.02	0.21	62,500,000	62,487,500	62,490,051	62,511,250
Federal Agencies	31315PTR0	FARMER MAC MTN CALL	4/26/13	8/28/15	1.66	0.50	20,000,000	20,004,000	20,000,753	20,010,800
Federal Agencies	313383V81	FHLB SA	12/12/13	8/28/15	1.66	0.38	9,000,000	9,023,880	9,023,427	9,005,580
Federal Agencies	3137EACM9	FHLMC BONDS	12/15/10	9/10/15	1.67	1.75	50,000,000	49,050,000	49,661,185	51,166,000
Federal Agencies	313370JB5	FHLB	12/15/10	9/11/15	1.67	1.75	75,000,000	73,587,000	74,495,532	76,722,000
Federal Agencies	31315PGT0	FARMER MAC	9/15/10	9/15/15	1.67	2.13	45,000,000	44,914,950	44,971,029	46,304,550
Federal Agencies	3133ECZG2	FFCB SA	12/10/13	9/16/15	1.70	0.55	52,047,000	52,323,023	52,315,886	52,201,580
Federal Agencies	3133ECJB1	FFCB FLT NT QTR T-BILL+16	4/16/13	9/18/15	0.02	0.23	50,000,000	50,000,000	50,000,000	50,023,000
Federal Agencies	3133ECJB1	FFCB FLT NT QTR T-BILL+16	4/24/13	9/18/15	0.02	0.23	16,200,000	16,198,073	16,198,626	16,207,452
Federal Agencies	31398A3T7	FNMA NT EX-CALL	10/14/11	9/21/15	1.69	2.00	25,000,000	25,881,000	25,384,748	25,687,500
Federal Agencies	3133EAJF6	FFCB FLT NT 1ML+2.5	11/30/12	9/22/15	0.06	0.19	27,953,000	27,941,120	27,945,717	27,966,417
Federal Agencies	31398A4M1	FNMA	12/15/10	10/26/15	1.80	1.63	25,000,000	24,317,500	24,745,215	25,546,250
Federal Agencies	31398A4M1	FNMA	12/23/10	10/26/15	1.80	1.63	42,000,000	40,924,380	41,596,643	42,917,700
Federal Agencies	3136G1LX5	FNMA NT CALL	5/15/13	11/13/15	1.86	0.32	24,610,000	24,610,000	24,610,000	24,573,331
Federal Agencies	31331J2S1	FFCB	12/15/10	11/16/15	1.85	1.50	25,000,000	24,186,981	24,690,537	25,533,500
Federal Agencies	3133ECLZ5	FFCB FLT NT MONTHLY 1ML+0	5/8/13	11/19/15	0.05	0.17	25,000,000	24,997,000	24,997,772	24,997,750
Federal Agencies	313371ZY5	FHLB	12/3/10	12/11/15	1.92	1.88	25,000,000	24,982,000	24,993,041	25,733,750
Federal Agencies	313371ZY5	FHLB	12/14/10	12/11/15	1.92	1.88	50,000,000	49,871,500	49,950,024	51,467,500
Federal Agencies	3133ED5A6	FFCB FLT	12/12/13	1/20/16	2.05	0.17	50,000,000	50,000,000	50,000,000	49,986,500
Federal Agencies	3133ECP57	FFCB FLT NT 1ML+0	5/20/13	2/10/16	0.03	0.17	50,000,000	49,987,000	49,989,950	49,983,000
Federal Agencies	313375RN9	FHLB NT	4/13/12	3/11/16	2.17	1.00	22,200,000	22,357,620	22,288,303	22,446,642
Federal Agencies	3133XPA43	FHLB SA	12/12/13	3/11/16	2.12	3.13	14,000,000	14,958,990	14,938,298	14,790,720
Federal Agencies	3133EAJU3	FFCB NT	4/12/12	3/28/16	2.22	1.05	25,000,000	25,220,750	25,124,725	25,327,500
Federal Agencies	3135G0VA8	FNMA SA	12/13/13	3/30/16	2.24	0.50	25,000,000	25,047,597	25,047,093	24,973,000
Federal Agencies	31315PTF6	FAMCA FLT MTN 1ML+0	4/1/13	4/1/16	0.00	0.17	50,000,000	50,000,000	50,000,000	49,972,000
Federal Agencies	313379Z21	FHLB NT	4/18/12	4/18/16	2.28	0.81	20,000,000	19,992,200	19,995,526	20,110,600
Federal Agencies	3133ECWT7	FFCB SA	11/20/13	5/9/16	2.35	0.65	22,650,000	22,750,988	22,746,490	22,684,428
Federal Agencies	3135G0RZ8	FNMA CALL NT	11/30/12	5/26/16	2.39	0.55	22,540,000	22,540,000	22,540,000	22,478,240
Federal Agencies	31315PB73	FAMCA NT	2/9/12	6/9/16	2.42	0.90	10,000,000	10,000,000	10,000,000	10,102,300
Federal Agencies	313771AA5	FHLB SUB NT	5/20/13	6/13/16	2.33	5.63	16,925,000	19,472,890	18,958,762	18,881,530
Federal Agencies	313771AA5	FHLB SUB NT	5/30/13	6/13/16	2.33	5.63	14,195,000	16,259,095	15,857,433	15,835,942
Federal Agencies	31315PA25	FAMCA NT	7/27/11	7/27/16	2.50	2.00	15,000,000	14,934,750	14,966,500	15,484,050
Federal Agencies	31315PA25	FAMCA MTN	3/26/13	7/27/16	2.50	2.00	14,100,000	14,735,205	14,588,780	14,555,007
Federal Agencies	31315PA25	FAMCA MTN	3/26/13	7/27/16	2.50	2.00	11,900,000	12,440,498	12,315,904	12,284,013
Federal Agencies	31315PQB8	FAMCA NT	10/29/13	9/1/16	2.61	1.50	7,000,000	7,173,157	7,163,523	7,141,680
Federal Agencies	313370TW8	FHLB BD	10/11/11	9/9/16	2.62	2.00	25,000,000	25,727,400	25,397,943	25,841,000
Federal Agencies	3134G3P38	FHLMC NT CALL	12/14/12	10/5/16	2.73	0.75	75,000,000	75,071,250	75,000,736	74,961,000
Federal Agencies	3134G4HK7	FHLMC CALL STEP NT	10/24/13	10/24/16	2.80	0.50	25,000,000	25,000,000	25,000,000	25,020,750
Federal Agencies	3136G1WP0	FNMA CALL NT	11/4/13	11/4/16	2.79	1.50	18,000,000	18,350,460	18,322,615	18,306,000
Federal Agencies	313381GA7	FHLB NT	11/30/12	11/30/16	2.90	0.57	23,100,000	23,104,389	23,103,196	22,948,695
Federal Agencies	313381KR5	FHLB NT CALL	12/28/12	12/28/16	2.97	0.63	13,500,000	13,500,000	13,500,000	13,417,110
Federal Agencies	313381KR5	FHLB NT CALL	12/28/12	12/28/16	2.97	0.63	9,000,000	9,000,000	9,000,000	8,944,740
Federal Agencies	3134G3C2	FHLMC NT	1/3/13	1/3/17	2.97	0.60	50,000,000	50,000,000	50,000,000	49,651,500
Federal Agencies	3133ECB37	FFCB NT	12/20/12	1/12/17	3.00	0.58	14,000,000	14,000,000	14,000,000	13,896,120
Federal Agencies	31315PVW5	FARMER MAC MTN	5/4/12	1/17/17	2.99	1.01	49,500,000	49,475,250	49,483,990	49,757,400
Federal Agencies	3136FTL31	FNMA STEP BD CALL	4/30/12	2/7/17	3.06	0.75	30,765,000	30,872,678	30,771,148	30,778,229
Federal Agencies	313378GQ9	FHLB NT	1/10/13	2/13/17	3.07	1.00	67,780,000	68,546,456	68,363,942	68,159,568
Federal Agencies	3133782N0	FHLB NT	3/12/12	3/10/17	3.15	0.88	14,845,000	14,698,035	14,751,213	14,809,372
Federal Agencies	31315PTQ2	FARMER MAC MTN	4/10/12	4/10/17	3.21	1.26	12,500,000	12,439,250	12,460,243	12,566,625
Federal Agencies	3133ECLL6	FFCB NT	4/17/13	4/17/17	3.26	0.60	10,000,000	10,000,000	10,000,000	9,879,000

# Investment Inventory

## Pooled Fund

Type of Investment	CUSIP	Issue Name	Settle	Maturity	Duration	Coupon	Par Value	Book Value	Amortized	
			Date	Date					Book Value	Market Value
Federal Agencies	3136G0CC3	FNMA STRNT	4/18/12	4/18/17	3.25	0.85	30,000,000	30,000,000	30,000,000	30,063,000
Federal Agencies	31315PUQ0	FARMER MAC MTN	4/26/12	4/26/17	3.26	1.13	10,500,000	10,500,000	10,500,000	10,522,785
Federal Agencies	3133794Y2	FHLB FIX-TO-FLOAT CALL NT	5/9/12	5/9/17	3.33	0.50	25,000,000	25,000,000	25,000,000	24,986,000
Federal Agencies	3137EADF3	FHLMC NT	5/14/12	5/12/17	3.30	1.25	25,000,000	25,133,000	25,089,469	25,171,500
Federal Agencies	3136G0GW5	FNMA STEP NT CALL	6/11/12	5/23/17	3.35	0.85	50,000,000	50,290,500	50,058,018	50,078,500
Federal Agencies	31315PZQ5	FARMER MAC MTN	12/28/12	6/5/17	3.37	1.11	9,000,000	9,122,130	9,094,312	9,012,150
Federal Agencies	3133EAUW6	FFCB FLT NT FF+22	6/19/12	6/19/17	0.01	0.30	50,000,000	50,000,000	50,000,000	50,097,500
Federal Agencies	3133ECV92	FFCB FLT NT 1ML+4	7/24/13	7/24/17	0.07	0.20	50,000,000	50,000,000	50,000,000	49,937,500
Federal Agencies	3133ECVG6	FFCB FLT NT 3ML+0	8/5/13	7/26/17	0.07	0.24	23,520,000	23,520,000	23,520,000	23,464,728
Federal Agencies	3136G0B59	FNMA STEP NT	9/20/12	9/20/17	3.67	0.70	64,750,000	64,750,000	64,750,000	64,183,438
Federal Agencies	3136G0D81	FNMA STEP NT	9/27/12	9/27/17	3.69	0.72	100,000,000	100,000,000	100,000,000	99,206,000
Federal Agencies	3136G0Y39	FNMA STEP NT	11/8/12	11/8/17	3.81	0.63	50,000,000	50,000,000	50,000,000	49,157,500
Federal Agencies	3134G44F2	FHLMC CALL MTN	5/21/13	11/21/17	3.83	0.80	50,000,000	50,000,000	50,000,000	48,727,000
Federal Agencies	3135G0RT2	FNMA NT	1/10/13	12/20/17	3.91	0.88	50,000,000	49,917,500	49,933,771	48,954,500
Federal Agencies	3135G0RT2	FNMA GLOBAL	1/29/13	12/20/17	3.91	0.88	50,000,000	49,645,370	49,712,285	48,954,500
Federal Agencies	3136G13T4	FNMA STEP NT	12/26/12	12/26/17	3.93	0.75	39,000,000	39,000,000	39,000,000	38,443,860
Federal Agencies	3136G13Q0	FNMA STEP NT	12/26/12	12/26/17	3.93	0.75	29,000,000	29,000,000	29,000,000	28,624,450
Federal Agencies	3134G32W9	FHLMC MTN CALL	12/26/12	12/26/17	3.90	1.25	33,600,000	33,991,272	33,725,894	33,260,640
Federal Agencies	3134G32W9	FHLMC MTN CALL	12/26/12	12/26/17	3.90	1.25	50,000,000	50,605,000	50,111,692	49,495,000
Federal Agencies	3134G32M1	FHLMC CALL NT	12/28/12	12/28/17	3.92	1.00	50,000,000	50,000,000	50,000,000	48,747,000
Federal Agencies	3136G1FK0	FNMA NT CALL	3/13/13	3/13/18	4.06	1.60	21,500,000	21,744,240	21,547,510	21,498,925
Federal Agencies	3136G1GG8	FNMA NT CALL	3/19/13	3/19/18	4.09	1.50	17,900,000	18,079,000	17,937,762	17,803,161
Federal Agencies	3136G1J67	FNMA NT CALL	4/9/13	4/9/18	4.14	1.50	25,000,000	25,249,000	25,066,855	24,732,500
Federal Agencies	3136G1KN8	FNMA NT CALL	4/24/13	4/24/18	4.18	1.50	50,000,000	50,903,000	50,591,279	49,648,500
Federal Agencies	3136G1K81	FNMA NT STEP	4/30/13	4/30/18	4.27	0.75	12,600,000	12,600,000	12,600,000	12,337,038
Federal Agencies	31315PZM4	FARMER MAC STEP NT	5/3/13	5/3/18	4.28	0.70	24,600,000	24,600,000	24,600,000	24,198,774
Federal Agencies	313382XK4	FHLB STEP NT	5/7/13	5/7/18	4.31	0.50	25,000,000	25,000,000	25,000,000	24,542,750
Federal Agencies	3133ECPB4	FFCB NT	5/23/13	5/14/18	4.29	0.88	10,000,000	9,934,600	9,942,627	9,667,000
Federal Agencies	313383AS0	FHLB NT CALL	5/21/13	5/21/18	4.27	1.40	50,000,000	50,374,000	50,327,916	49,407,000
Federal Agencies	3135G0WJ8	FNMA NT	5/23/13	5/21/18	4.31	0.88	25,000,000	24,786,500	24,812,602	24,182,750
Federal Agencies	3133834P3	FHLB STEP NT	5/22/13	5/22/18	4.35	0.50	50,000,000	50,000,000	50,000,000	48,840,000
Federal Agencies	3136G1WF2	FNMA STEP NT	10/30/13	10/30/18	4.72	1.00	25,000,000	25,000,000	25,000,000	25,028,000
Federal Agencies	3136G1XY0	FNMA CALL	11/27/13	11/27/18	4.66	2.25	25,000,000	25,327,000	25,285,077	25,219,000
Federal Agencies	3134G4LZ9	FHLMC CALL STEP	12/10/13	12/10/18	4.85	0.88	50,000,000	50,000,000	50,000,000	49,807,000
Federal Agencies	3134G4MB1	FHLMC CALL MULTI-STEP	12/18/13	12/18/18	4.80	1.50	25,000,000	25,000,000	25,000,000	24,676,500
<b>Subtotals</b>					<b>1.99</b>	<b>0.99</b>	<b>\$ 4,004,550,000</b>	<b>\$ 4,020,341,832</b>	<b>\$ 4,013,840,301</b>	<b>\$ 4,016,029,425</b>

State/Local Agencies	463655GW4	IRVINE RANCH CA WTR PRE-RE	3/29/12	3/15/14	0.20	2.61	\$ 15,000,000	\$ 15,606,300	\$ 15,061,816	\$ 15,066,750
State/Local Agencies	463655GW4	IRVINE RANCH CA WTR PRE-RE	6/8/12	3/15/14	0.20	2.61	11,115,000	11,542,594	11,163,394	11,164,462
State/Local Agencies	463655GW4	IRVINE RANCH CA WTR PRE-RE	6/8/12	3/15/14	0.20	2.61	8,150,000	8,463,531	8,185,485	8,186,268
State/Local Agencies	463655GW4	IRVINE RANCH CA WTR PRE-RE	4/29/13	3/15/14	0.20	2.61	2,000,000	2,040,000	2,009,125	2,008,900
State/Local Agencies	13063A5B6	CALIFORNIA ST GO BD	5/2/12	4/1/14	0.25	5.25	2,820,000	3,044,359	2,848,887	2,852,938
State/Local Agencies	13063A5B6	CALIFORNIA ST GO BD	4/8/13	4/1/14	0.25	5.25	10,000,000	10,469,000	10,117,905	10,116,800
State/Local Agencies	13063A5B6	CALIFORNIA ST GO BD	5/3/13	4/1/14	0.25	5.25	7,270,000	7,590,971	7,356,749	7,354,914
State/Local Agencies	13063A5B6	CALIFORNIA ST GO BD	7/29/13	4/1/14	0.25	5.25	1,250,000	1,289,350	1,264,396	1,264,600
State/Local Agencies	13063CEA4	CALIFORNIA ST RAN	8/22/13	5/28/14	0.41	2.00	27,000,000	27,368,820	27,194,325	27,203,580
State/Local Agencies	62451FFC9	WHISMAN SCHOOL DIST MTN VIEW	7/24/12	8/1/14	0.58	0.75	1,125,000	1,125,000	1,125,000	1,124,426
State/Local Agencies	612574DP5	MONTEREY COMM COLLEGE GO	5/7/13	8/1/14	0.58	0.43	310,000	310,000	310,000	310,109
State/Local Agencies	64966DPC7	NEW YORK CITY GO	6/7/12	11/1/14	0.82	4.75	8,000,000	8,774,720	8,268,546	8,276,400
State/Local Agencies	13063BN65	CALIFORNIA ST TAXABLE GO BD	3/27/13	2/1/15	1.08	0.85	10,000,000	10,038,000	10,022,260	10,009,600

# Investment Inventory

## Pooled Fund

Type of Investment	CUSIP	Issue Name	Settle	Maturity	Duration	Coupon	Par Value	Book Value	Amortized	
			Date	Date					Book Value	Market Value
State/Local Agencies	649791JS0	NEW YORK ST TAXABLE GO	3/21/13	3/1/15	1.16	0.39	4,620,000	4,619,076	4,619,448	4,613,024
State/Local Agencies	91412GPW9	UNIV OF CALIFORNIA REVENUE BO	3/14/13	5/15/15	1.37	0.39	5,000,000	5,000,000	5,000,000	4,969,600
State/Local Agencies	612574DQ3	MONTEREY COMM COLLEGE GO	5/7/13	8/1/15	1.57	0.63	315,000	315,000	315,000	314,858
State/Local Agencies	64966GXS6	NEW YORK CITY TAXABLE GO	4/1/13	12/1/15	1.85	5.13	12,255,000	13,700,477	13,292,360	13,261,748
State/Local Agencies	13063BN73	CALIFORNIA ST TAXABLE GO BD	3/27/13	2/1/16	2.06	1.05	11,000,000	11,037,180	11,027,180	11,029,370
State/Local Agencies	612574DR1	MONTEREY COMM COLLEGE GO	5/7/13	8/1/16	2.55	0.98	2,670,000	2,670,000	2,670,000	2,655,101
State/Local Agencies	13063CFC9	CALIFORNIA ST GO BD	11/5/13	11/1/17	3.72	1.75	16,500,000	16,558,905	16,556,601	16,405,785
<b>Subtotals</b>					<b>1.07</b>	<b>2.69</b>	<b>\$ 156,400,000</b>	<b>\$ 161,563,283</b>	<b>\$ 158,408,477</b>	<b>\$ 158,189,232</b>
Public Time Deposits		TRANS PACIFIC NATIONAL BANK P	2/7/13	2/7/14	0.10	0.49	\$ 240,000	\$ 240,000	\$ 240,000	\$ 240,000
Public Time Deposits		BANK OF SAN FRANCISCO PTD	4/9/13	4/9/14	0.27	0.47	240,000	240,000	240,000	240,000
Public Time Deposits		FIRST NAT. BANK OF NOR. CAL. PTI	4/9/13	4/9/14	0.27	0.48	240,000	240,000	240,000	240,000
<b>Subtotals</b>					<b>0.22</b>	<b>0.48</b>	<b>\$ 720,000</b>	<b>\$ 720,000</b>	<b>\$ 720,000</b>	<b>\$ 720,000</b>
Negotiable CDs	06538GWT5	BANK OF TOKYO MITSUBISHI UFJ Y	12/23/13	1/13/14	0.04	0.14	\$ 100,000,000	\$ 100,000,000	\$ 100,000,000	\$ 100,002,889
Negotiable CDs	78009NMC7	RBC YCD FF+22	3/26/13	3/26/14	0.00	0.30	75,000,000	75,000,000	75,000,000	75,042,494
Negotiable CDs	78009NNK8	RBC FLT YCD 1ML+11	6/24/13	6/24/14	0.07	0.27	25,000,000	25,000,000	25,000,000	25,017,493
Negotiable CDs	06417FB58	BANK OF NOVA SCOTIA YCD 3ML+1	7/17/13	1/20/15	0.05	0.42	50,000,000	50,000,000	50,000,000	50,000,000
<b>Subtotals</b>					<b>0.03</b>	<b>0.26</b>	<b>\$ 250,000,000</b>	<b>\$ 250,000,000</b>	<b>\$ 250,000,000</b>	<b>\$ 250,062,876</b>
Commercial Paper	06366AV82	BANK OF MONTREAL CP	12/3/13	2/3/14	0.09	0.12	\$ 50,000,000	\$ 50,000,000	\$ 50,000,000	\$ 49,994,042
Commercial Paper	9612C1CC9	WESTPAC CP	12/13/13	3/12/14	0.19	0.00	89,500,000	89,470,033	89,470,033	89,470,415
<b>Subtotals</b>					<b>0.16</b>	<b>0.04</b>	<b>\$ 139,500,000</b>	<b>\$ 139,470,033</b>	<b>\$ 139,470,033</b>	<b>\$ 139,464,457</b>
Medium Term Notes	78008KNA7	RBC MTN	1/30/13	1/15/14	0.04	1.13	\$ 30,580,000	\$ 30,820,022	\$ 30,589,601	\$ 30,589,786
Medium Term Notes	46623ECT4	JP MORGAN CHASE MTN	3/13/13	1/15/14	0.04	5.38	12,345,000	12,864,725	12,368,624	12,364,875
Medium Term Notes	46623EJE0	JPMORGAN CHASE MTN	3/1/13	1/24/14	0.07	2.05	32,755,000	33,245,310	32,789,277	32,755,000
Medium Term Notes	46623EJE0	JP MORGAN CHASE MTN	3/13/13	1/24/14	0.07	2.05	2,050,000	2,080,094	2,052,183	2,050,000
Medium Term Notes	854403AA0	STANFORD UNIVERSITY MTN	4/26/13	5/1/14	0.33	3.63	6,500,000	6,720,350	6,571,465	6,565,130
Medium Term Notes	854403AA0	STANFORD UNIVERSITY MTN	4/26/13	5/1/14	0.33	3.63	5,000,000	5,169,500	5,054,973	5,050,100
Medium Term Notes	46623EJH3	JP MORGAN CHASE FLT MTN 3ML+:	5/2/13	5/2/14	0.21	0.99	27,475,000	27,669,221	27,539,386	27,538,742
Medium Term Notes	46623EJH3	JP MORGAN CHASE FLT MTN	8/2/13	5/2/14	0.21	0.99	20,000,000	20,106,250	20,047,092	20,046,400
Medium Term Notes	36962GX41	GE CAPITAL CORP MTN	4/9/13	6/9/14	0.44	5.65	25,000,000	26,515,000	25,565,458	25,566,000
Medium Term Notes	59217EBW3	MET LIFE GLOBAL FUNDING MTN	11/13/12	6/10/14	0.44	5.13	10,000,000	10,725,948	10,202,355	10,207,200
Medium Term Notes	64952WBL6	NEW YORK LIFE MTN 3ML+0	3/27/13	7/30/14	0.08	0.27	3,000,000	3,000,630	3,000,270	3,000,480
Medium Term Notes	78008TXA7	RBC MTN	11/1/13	10/30/14	0.83	1.45	10,000,000	10,117,555	10,097,868	10,094,000
Medium Term Notes	459200GZ8	IBM MTN	11/5/13	10/31/14	0.83	0.88	31,814,000	32,012,568	31,981,740	31,942,529
Medium Term Notes	36962G4G6	GE CAPITAL CORP MTN	8/7/13	11/14/14	0.86	3.75	2,920,000	3,039,340	3,001,532	3,007,366
Medium Term Notes	07385TAJ5	JP MORGAN CHASE MTN	12/18/13	11/15/14	0.86	5.70	11,500,000	12,099,438	12,076,694	12,011,980
Medium Term Notes	07385TAJ5	JP MORGAN CHASE MTN	12/19/13	11/15/14	0.86	5.70	25,654,000	26,991,172	26,944,079	26,796,116
Medium Term Notes	89233P7B6	TOYOTA MTN 3ML+17	1/28/13	12/5/14	0.18	0.41	10,000,000	10,004,700	10,002,350	10,012,200
Medium Term Notes	36962G6T6	GE FLT NT 3ML+38	1/10/13	1/9/15	0.00	0.62	25,000,000	25,000,000	25,000,000	25,104,250
Medium Term Notes	36962G5M2	GE CAPITAL CORP MTN	7/12/13	1/9/15	1.01	2.15	87,824,000	89,633,101	89,064,874	89,432,057
Medium Term Notes	36962G5M2	GE CAPITAL CORP MTN	8/7/13	1/9/15	1.01	2.15	4,820,000	4,934,727	4,904,573	4,908,254
Medium Term Notes	36962G5M2	GE CAPITAL CORP MTN	12/16/13	1/9/15	1.01	2.15	27,743,000	28,551,331	28,528,783	28,250,974
Medium Term Notes	78008SVS2	RBC MTN FIX-TO-FLT	1/22/13	1/22/15	1.06	0.50	100,000,000	100,000,000	100,000,000	93,739,000
Medium Term Notes	89233P7H3	TOYOTA MTN 3ML+17	1/23/13	1/23/15	0.06	0.41	35,000,000	35,000,000	35,000,000	35,049,000
Medium Term Notes	89233P7L4	TOYOTA MTN FIX-TO-FLOAT	2/4/13	2/4/15	1.09	0.50	25,000,000	25,000,000	25,000,000	24,740,250
Medium Term Notes	717081DA8	PFIZER MTN	12/9/13	3/15/15	1.17	5.35	3,000,000	3,223,300	3,214,028	3,169,950
Medium Term Notes	89236TAG0	TOYOTA MOTOR CREDIT CORP 3MI	4/12/13	4/8/15	0.02	0.39	50,000,000	50,000,000	50,000,000	50,032,000

## Investment Inventory Pooled Fund

Type of Investment	CUSIP	Issue Name	Settle	Maturity	Duration	Coupon	Par Value	Book Value	Amortized	
			Date	Date					Book Value	Market Value
Medium Term Notes	459200HD6	IBM SA	12/19/13	5/11/15	1.36	0.75	5,425,000	5,465,154	5,464,236	5,448,870
Medium Term Notes	36962G5Z3	GE CAPITAL CORP MTN	8/19/13	7/2/15	1.48	1.63	5,000,000	5,085,858	5,070,962	5,081,250
Medium Term Notes	36962G4M3	GE CORP MTN FLT	11/25/13	7/9/15	0.02	0.99	8,565,000	8,635,826	8,632,073	8,606,369
Medium Term Notes	89233P6J0	TOYOTA MTN	11/15/13	7/17/15	1.53	0.88	10,000,000	10,100,681	10,095,124	10,061,400
Medium Term Notes	594918AG9	MICROSOFT MTN	10/30/13	9/25/15	1.71	1.63	3,186,000	3,265,299	3,258,567	3,252,364
<b>Subtotals:</b>					<b>0.61</b>	<b>1.77</b>	<b>\$ 657,156,000</b>	<b>\$ 667,077,099</b>	<b>\$ 663,118,166</b>	<b>\$ 656,473,893</b>
Money Market Funds	61747C707	MS INSTL GOVT FUND	12/31/12	1/2/14	0.01	0.04	\$ 75,068,636	\$ 75,068,636	\$ 75,068,636	\$ 75,068,636
Money Market Funds	09248U718	BLACKROCK T-FUND INSTL	1/15/13	1/2/14	0.01	0.04	25,000,000	25,000,000	25,000,000	25,000,000
Money Market Funds	316175108	FIDELITY INSTL GOVT PORT	6/20/13	1/2/14	0.01	0.01	25,002,062	25,002,062	25,002,062	25,002,062
<b>Subtotals:</b>					<b>0.01</b>	<b>0.03</b>	<b>\$ 125,070,698</b>	<b>\$ 125,070,698</b>	<b>\$ 125,070,698</b>	<b>\$ 125,070,698</b>
<b>Grand Totals</b>					<b>1.72</b>	<b>1.08</b>	<b>\$ 6,093,396,698</b>	<b>\$ 6,127,428,935</b>	<b>\$ 6,112,365,552</b>	<b>\$ 6,110,563,332</b>

# Monthly Investment Earnings

## Pooled Fund

For month ended December 31, 2013

Type of Investment	CUSIP	Issue Name	Par Value	Coupon	YTM <sup>1</sup>	Settle	Maturity	Earned	Amort.	Realized	Earned Income
						Date	Date	Interest	Expense	Gain/(Loss)	/Net Earnings
U.S. Treasuries	912828PQ7	US TSY NT	\$ 25,000,000	1.00	0.65	6/1/11	1/15/14	\$ 21,060	\$ (7,324)	\$ -	\$ 13,736
U.S. Treasuries	912828LC2	US TSY NT	25,000,000	2.63	0.85	6/1/11	7/31/14	55,282	(37,082)	-	18,200
U.S. Treasuries	912828MW7	US TSY NT	50,000,000	2.50	0.48	2/24/12	3/31/15	106,456	(85,119)	-	21,337
U.S. Treasuries	912828PE4	US TSY NT	25,000,000	1.25	0.61	12/23/11	10/31/15	26,761	(13,417)	-	13,344
U.S. Treasuries	912828PJ3	US TSY NT	50,000,000	1.38	1.58	12/16/10	11/30/15	58,551	8,229	-	66,780
U.S. Treasuries	912828PJ3	US TSY NT	50,000,000	1.38	1.58	12/16/10	11/30/15	58,551	8,229	-	66,780
U.S. Treasuries	912828PJ3	US TSY NT	50,000,000	1.38	2.00	12/23/10	11/30/15	58,551	25,119	-	83,670
U.S. Treasuries	912828PS3	US TSY NT	50,000,000	2.00	0.36	12/13/13	1/31/16	51,630	(42,445)	-	9,186
U.S. Treasuries	912828RJ1	US TSY NT	75,000,000	1.00	1.05	10/11/11	9/30/16	63,874	2,901	-	66,774
U.S. Treasuries	912828RM4	US TSY NT	25,000,000	1.00	0.74	12/26/13	10/31/16	4,144	(1,059)	-	3,084
U.S. Treasuries	912828SJ0	US TSY NT	100,000,000	0.88	0.94	3/14/12	2/28/17	74,931	5,213	-	80,144
U.S. Treasuries	912828SJ0	US TSY NT	25,000,000	0.88	1.21	3/21/12	2/28/17	18,733	6,877	-	25,609
U.S. Treasuries	912828SJ0	US TSY NT	25,000,000	0.88	1.21	3/21/12	2/28/17	18,733	6,877	-	25,609
U.S. Treasuries	912828SM3	US TSY NT	50,000,000	1.00	1.07	4/4/12	3/31/17	42,582	2,791	-	45,374
U.S. Treasuries	912828TM2	US TSY NT	60,000,000	0.63	0.69	9/17/12	8/31/17	32,113	3,293	-	35,407
U.S. Treasuries	912828UE8	US TSY NT	50,000,000	0.75	0.80	1/4/13	12/31/17	31,607	1,927	-	33,534
U.S. Treasuries	912828UZ1	US TSY NT	25,000,000	0.63	0.87	5/24/13	4/30/18	13,381	5,174	-	18,555
<b>Subtotals</b>			<b>\$ 760,000,000</b>					<b>\$ 736,938</b>	<b>\$ (109,816)</b>	<b>\$ -</b>	<b>\$ 627,122</b>
Federal Agencies	31315PLT4	FARMER MAC	\$ -	1.25	1.30	12/6/10	12/6/13	\$ 6,076	\$ 220	\$ -	\$ 6,297
Federal Agencies	31331J6A6	FFCB	-	1.30	1.31	12/23/10	12/23/13	17,478	138	-	17,616
Federal Agencies	313371UC8	FHLB	-	0.88	0.93	11/18/10	12/27/13	25,278	1,649	-	26,927
Federal Agencies	3135G0AZ6	FNMA FRN QTR T-BILL+21	25,000,000	0.28	0.52	3/4/11	3/4/14	6,202	424	-	6,626
Federal Agencies	3135G0AZ6	FNMA FRN QTR T-BILL+21	25,000,000	0.28	0.40	3/4/11	3/4/14	6,202	212	-	6,414
Federal Agencies	313379RV3	FHLB FLT NT FF+12	50,000,000	0.21	0.31	6/11/12	3/11/14	8,875	646	-	9,521
Federal Agencies	31398A3R1	FNMA AMORT TO CALL	24,500,000	1.35	1.27	11/10/10	3/21/14	27,563	-	-	27,563
Federal Agencies	31315PHX0	FARMER MAC MTN	14,080,000	3.15	0.50	4/10/12	6/5/14	36,960	(31,481)	-	5,479
Federal Agencies	3133XWE70	FHLB TAP	48,000,000	2.50	0.40	5/15/12	6/13/14	100,000	(85,300)	-	14,700
Federal Agencies	3133724E1	FHLB	50,000,000	1.21	1.21	12/31/10	6/30/14	50,417	-	-	50,417
Federal Agencies	3137EACU1	FHLMC BONDS	75,000,000	1.00	1.02	6/2/11	7/30/14	62,500	1,451	-	63,951
Federal Agencies	3134G2UA8	FHLMC NT	28,000,000	1.00	0.67	12/1/11	8/20/14	23,333	(7,734)	-	15,599
Federal Agencies	31398A3G5	FNMA EX-CALL NT	13,200,000	1.50	0.51	4/4/12	9/8/14	16,500	(11,017)	-	5,483
Federal Agencies	31315PRZ4	FARMER MAC MTN	18,000,000	0.24	0.26	4/9/13	10/1/14	3,638	207	-	3,844
Federal Agencies	3136FTRF8	FNMA FLT QTR FF+39	26,500,000	0.48	0.38	12/12/11	11/21/14	10,865	(680)	-	10,185
Federal Agencies	31331J4S9	FFCB	24,000,000	1.40	1.41	12/16/10	12/8/14	28,000	256	-	28,256
Federal Agencies	31331J4S9	FFCB	19,000,000	1.40	1.46	12/8/10	12/8/14	22,167	919	-	23,086
Federal Agencies	313371W51	FHLB	75,000,000	1.25	1.46	12/8/10	12/12/14	78,125	12,887	-	91,012
Federal Agencies	3133XVNU1	FHLB	25,400,000	2.75	1.30	11/23/10	12/12/14	58,208	(30,336)	-	27,872
Federal Agencies	3133XVNU1	FHLB	2,915,000	2.75	1.31	11/23/10	12/12/14	6,680	(3,449)	-	3,231
Federal Agencies	3133XVNU1	FHLB	50,000,000	2.75	1.37	12/8/10	12/12/14	114,583	(56,583)	-	58,000
Federal Agencies	313371W93	FHLB	75,000,000	1.34	1.34	12/15/10	12/15/14	83,750	-	-	83,750
Federal Agencies	3136FTVN6	FNMA FLT QTR FF+35	75,000,000	0.43	0.43	12/15/11	12/15/14	28,173	-	-	28,173
Federal Agencies	3135G0GM9	FNMA CALL NT	-	0.83	0.77	12/23/11	12/23/14	12,604	38,796	(40,000)	11,400
Federal Agencies	3135G0GM9	FNMA GLOBAL CALL	-	0.83	0.58	3/28/13	12/23/14	5,042	39,221	(42,700)	1,562
Federal Agencies	31331J6Q1	FFCB	27,175,000	1.72	1.74	12/29/10	12/29/14	38,951	381	-	39,331
Federal Agencies	31331J6Q1	FFCB	65,000,000	1.72	1.72	12/29/10	12/29/14	93,167	221	-	93,387
Federal Agencies	3130A0FX3	FHLB SA	50,000,000	0.21	0.22	12/13/13	2/18/15	5,250	352	-	5,602
Federal Agencies	3133EAQ35	FFCB FLT NT FF+14	100,000,000	0.31	0.37	9/4/12	3/4/15	25,794	2,576	-	28,370
Federal Agencies	3133EAJP4	FFCB FLT NT 1ML+1.5	50,000,000	0.18	0.19	4/30/12	4/27/15	7,711	210	-	7,921
Federal Agencies	31315PWJ4	FARMER MAC FLT NT FF+26	50,000,000	0.35	0.35	5/3/12	5/1/15	14,462	-	-	14,462

# Monthly Investment Earnings

## Pooled Fund

Type of Investment	CUSIP	Issue Name	Par Value	Coupon	YTM <sup>1</sup>	Settle Date	Maturity Date	Earned Interest	Amort. Expense	Realized Gain/(Loss)	Earned Income /Net Earnings
Federal Agencies	3133EAQC5	FFCB FLT NT 1ML+1	50,000,000	0.18	0.20	6/8/12	5/14/15	7,638	420	-	8,058
Federal Agencies	3133EDC67	FFCB SA	50,000,000	0.25	0.26	12/19/13	6/18/15	4,167	179	-	4,345
Federal Agencies	3133EAVE5	FFCB FLT NT 1ML+2	50,000,000	0.18	0.20	12/5/12	6/22/15	8,002	424	-	8,426
Federal Agencies	31315PDZ9	FAMCA	15,000,000	2.38	0.32	11/22/13	7/22/15	29,688	(26,115)	-	3,572
Federal Agencies	3133ECVW1	FFCB FLT NT T-BILL+14	62,500,000	0.21	0.22	8/5/13	8/5/15	11,226	531	-	11,757
Federal Agencies	31315PTR0	FARMER MAC MTN CALL	20,000,000	0.50	0.49	4/26/13	8/28/15	8,333	(403)	-	7,931
Federal Agencies	313383V81	FHLB SA	9,000,000	0.38	0.28	12/12/13	8/28/15	1,781	(453)	-	1,328
Federal Agencies	3137EACM9	FHLMC BONDS	50,000,000	1.75	2.17	12/15/10	9/10/15	72,917	17,023	-	89,940
Federal Agencies	313370JB5	FHLB	75,000,000	1.75	2.31	12/15/10	9/11/15	109,375	25,305	-	134,680
Federal Agencies	31315PGT0	FARMER MAC	45,000,000	2.13	2.17	9/15/10	9/15/15	79,688	1,444	-	81,131
Federal Agencies	3133ECZG2	FFCB SA	52,047,000	0.55	0.32	12/10/13	9/16/15	16,698	(7,136)	-	9,562
Federal Agencies	3133ECJB1	FFCB FLT NT QTR TBILL+16	50,000,000	0.23	0.23	4/16/13	9/18/15	9,803	-	-	9,803
Federal Agencies	3133ECJB1	FFCB FLT NT QTR T-BILL+16	16,200,000	0.23	0.24	4/24/13	9/18/15	3,176	68	-	3,244
Federal Agencies	31398A3T7	FNMA NT EX-CALL	25,000,000	2.00	1.08	10/14/11	9/21/15	41,667	(18,992)	-	22,674
Federal Agencies	3133EAJF6	FFCB FLT NT 1ML+2.5	27,953,000	0.19	0.21	11/30/12	9/22/15	4,556	359	-	4,915
Federal Agencies	31398A4M1	FNMA	25,000,000	1.63	2.22	12/15/10	10/26/15	33,854	11,913	-	45,767
Federal Agencies	31398A4M1	FNMA	42,000,000	1.63	2.19	12/23/10	10/26/15	56,875	18,860	-	75,735
Federal Agencies	3136G1LX5	FNMA NT CALL	24,610,000	0.32	0.32	5/15/13	11/13/15	6,563	-	-	6,563
Federal Agencies	31331J2S1	FFCB	25,000,000	1.50	2.20	12/15/10	11/16/15	31,250	14,025	-	45,275
Federal Agencies	3133ECLZ5	FFCB FLT NT MONTHLY 1ML+0	25,000,000	0.17	0.17	5/8/13	11/19/15	3,595	101	-	3,696
Federal Agencies	313371ZY5	FHLB	25,000,000	1.88	1.89	12/3/10	12/11/15	39,063	304	-	39,367
Federal Agencies	313371ZY5	FHLB	50,000,000	1.88	1.93	12/14/10	12/11/15	78,125	2,185	-	80,310
Federal Agencies	3133ED5A6	FFCB FLT	50,000,000	0.17	0.17	12/12/13	1/20/16	4,667	-	-	4,667
Federal Agencies	3133ECP57	FFCB FLT NT 1ML+0	50,000,000	0.17	0.18	5/20/13	2/10/16	7,083	405	-	7,488
Federal Agencies	313375RN9	FHLB NT	22,200,000	1.00	0.82	4/13/12	3/11/16	18,500	(3,422)	-	15,078
Federal Agencies	3133XXP43	FHLB SA	14,000,000	3.13	0.41	12/12/13	3/11/16	23,090	(20,693)	-	2,398
Federal Agencies	3133EAJU3	FFCB NT	25,000,000	1.05	0.82	4/12/12	3/28/16	21,875	(4,733)	-	17,142
Federal Agencies	3135G0VA8	FNMA SA	25,000,000	0.50	0.46	12/13/13	3/30/16	6,250	(504)	-	5,746
Federal Agencies	31315PTF6	FAMCA FLT MTN 1ML+0	50,000,000	0.17	0.17	4/1/13	4/1/16	7,266	-	-	7,266
Federal Agencies	3133792Z1	FHLB NT	20,000,000	0.81	0.82	4/18/12	4/18/16	13,500	166	-	13,666
Federal Agencies	3133ECWT7	FFCB SA	22,650,000	0.65	0.48	11/20/13	5/9/16	12,269	(3,320)	-	8,949
Federal Agencies	3135G0RZ8	FNMA CALL NT	22,540,000	0.55	0.55	11/30/12	5/26/16	10,331	-	-	10,331
Federal Agencies	31315PB73	FAMCA NT	10,000,000	0.90	0.90	2/9/12	6/9/16	7,500	-	-	7,500
Federal Agencies	313771AA5	FHLB SUB NT	16,925,000	5.63	0.65	5/20/13	6/13/16	79,336	(70,522)	-	8,814
Federal Agencies	313771AA5	FHLB SUB NT	14,195,000	5.63	0.77	5/30/13	6/13/16	66,539	(57,646)	-	8,893
Federal Agencies	31315PA25	FAMCA NT	15,000,000	2.00	2.09	7/27/11	7/27/16	25,000	1,107	-	26,107
Federal Agencies	31315PA25	FAMCA MTN	14,100,000	2.00	0.63	3/26/13	7/27/16	23,500	(16,154)	-	7,346
Federal Agencies	31315PA25	FAMCA MTN	11,900,000	2.00	0.62	3/26/13	7/27/16	19,833	(13,745)	-	6,088
Federal Agencies	31315PQB8	FAMCA NT	7,000,000	1.50	0.70	10/29/13	9/1/16	8,750	(4,666)	-	4,084
Federal Agencies	313370TW8	FHLB BD	25,000,000	2.00	1.39	10/11/11	9/9/16	41,667	(12,562)	-	29,104
Federal Agencies	3134G3P38	FHLMC NT CALL	75,000,000	0.75	0.72	12/14/12	10/5/16	46,875	(5,707)	-	41,168
Federal Agencies	3134G4HK7	FHLMC CALL STEP NT	25,000,000	0.50	0.50	10/24/13	10/24/16	10,417	-	-	10,417
Federal Agencies	3136G1WP0	FNMA CALL NT	18,000,000	1.50	0.84	11/4/13	11/4/16	22,500	(14,883)	-	7,617
Federal Agencies	313381GA7	FHLB NT	23,100,000	0.57	0.57	11/30/12	11/30/16	10,973	(93)	-	10,879
Federal Agencies	313381KR5	FHLB NT CALL	13,500,000	0.63	0.63	12/28/12	12/28/16	7,031	-	-	7,031
Federal Agencies	313381KR5	FHLB NT CALL	9,000,000	0.63	0.63	12/28/12	12/28/16	4,688	-	-	4,688
Federal Agencies	3136FTUZ0	FNMA CALL NT	-	1.40	1.41	12/30/11	12/30/16	56,389	(9,606)	25,000	71,783
Federal Agencies	3134G33C2	FHLMC NT	50,000,000	0.60	0.60	1/3/13	1/3/17	25,000	-	-	25,000
Federal Agencies	3133ECB37	FFCB NT	14,000,000	0.58	0.58	12/20/12	1/12/17	6,767	-	-	6,767
Federal Agencies	31315PWW5	FARMER MAC MTN	49,500,000	1.01	1.02	5/4/12	1/17/17	41,663	446	-	42,109

# Monthly Investment Earnings

## Pooled Fund

Type of Investment	CUSIP	Issue Name	Par Value	Coupon	YTM <sup>1</sup>	Settle Date	Maturity Date	Earned Interest	Amort. Expense	Realized Gain/(Loss)	Earned Income /Net Earnings
Federal Agencies	3136FTL31	FNMA STEP BD CALL	30,765,000	0.75	0.68	4/30/12	2/7/17	19,228	(5,151)	-	14,077
Federal Agencies	3133786Q9	FHLB NT	67,780,000	1.00	0.72	1/10/13	2/13/17	56,483	(15,893)	-	40,590
Federal Agencies	3133782N0	FHLB NT	14,845,000	0.88	1.08	3/12/12	3/10/17	10,824	2,498	-	13,322
Federal Agencies	3133782N0	FHLB NT	-	0.88	1.06	3/12/12	3/10/17	29,763	(173,428)	400,498	256,833
Federal Agencies	31315PTQ2	FARMER MAC MTN	12,500,000	1.26	1.36	4/10/12	4/10/17	13,125	1,031	-	14,156
Federal Agencies	3133ECLL6	FFCB NT	10,000,000	0.60	0.60	4/17/13	4/17/17	5,000	-	-	5,000
Federal Agencies	3136G0CC3	FNMA STRNT	30,000,000	0.85	0.85	4/18/12	4/18/17	21,250	-	-	21,250
Federal Agencies	31315PUQ0	FARMER MAC MTN	10,500,000	1.13	1.13	4/26/12	4/26/17	9,844	-	-	9,844
Federal Agencies	3133794Y2	FHLB FIX-TO-FLOAT CALL NT	25,000,000	0.50	0.50	5/9/12	5/9/17	10,417	-	-	10,417
Federal Agencies	3137EADF3	FHLMC NT	25,000,000	1.25	1.14	5/14/12	5/12/17	26,042	(2,260)	-	23,781
Federal Agencies	3136G0GW5	FNMA STEP NT CALL	50,000,000	0.85	0.73	6/11/12	5/23/17	35,417	(12,666)	-	22,751
Federal Agencies	31315PZQ5	FARMER MAC MTN	9,000,000	1.11	0.80	12/28/12	6/5/17	8,325	(2,337)	-	5,988
Federal Agencies	3133EAUW6	FFCB FLT NT FF+22	50,000,000	0.30	0.30	6/19/12	6/19/17	13,167	-	-	13,167
Federal Agencies	3133ECV92	FFCB FLT NT 1ML+4	50,000,000	0.20	0.20	7/24/13	7/24/17	8,847	-	-	8,847
Federal Agencies	3133ECVG6	FFCB FLT NT 3ML+0	23,520,000	0.24	0.24	8/5/13	7/26/17	4,667	-	-	4,667
Federal Agencies	3136G0ZA2	FNMA STEP NT	-	0.75	0.75	9/12/12	9/12/17	3,438	-	-	3,438
Federal Agencies	3136G0B59	FNMA STEP NT	64,750,000	0.70	0.70	9/20/12	9/20/17	37,771	-	-	37,771
Federal Agencies	3136G0D81	FNMA STEP NT	100,000,000	0.72	0.72	9/27/12	9/27/17	60,000	-	-	60,000
Federal Agencies	3136G0Y39	FNMA STEP NT	50,000,000	0.63	0.63	11/8/12	11/8/17	26,042	-	-	26,042
Federal Agencies	3134G44F2	FHLMC CALL MTN	50,000,000	0.80	0.80	5/21/13	11/21/17	33,333	-	-	33,333
Federal Agencies	3135G0RT2	FNMA NT	50,000,000	0.88	0.91	1/10/13	12/20/17	36,458	1,417	-	37,875
Federal Agencies	3135G0RT2	FNMA GLOBAL	50,000,000	0.88	1.02	1/29/13	12/20/17	36,458	6,155	-	42,614
Federal Agencies	3136G13T4	FNMA STEP NT	39,000,000	0.75	0.75	12/26/12	12/26/17	24,375	-	-	24,375
Federal Agencies	3136G13Q0	FNMA STEP NT	29,000,000	0.75	0.75	12/26/12	12/26/17	18,125	-	-	18,125
Federal Agencies	3134G32W9	FHLMC MTN CALL	33,600,000	1.25	1.01	12/26/12	12/26/17	35,000	(22,174)	-	12,826
Federal Agencies	3134G32W9	FHLMC MTN CALL	50,000,000	1.25	1.00	12/26/12	12/26/17	52,083	(41,220)	-	10,864
Federal Agencies	3134G32M1	FHLMC CALL NT	50,000,000	1.00	1.00	12/28/12	12/28/17	41,667	-	-	41,667
Federal Agencies	3136G1FK0	FNMA NT CALL	21,500,000	1.60	1.36	3/13/13	3/13/18	28,667	(20,744)	-	7,923
Federal Agencies	3136G1GG8	FNMA NT CALL	17,900,000	1.50	1.29	3/19/13	3/19/18	22,375	(15,203)	-	7,172
Federal Agencies	3136G1J67	FNMA NT CALL	25,000,000	1.50	1.29	4/9/13	4/9/18	31,250	(21,148)	-	10,102
Federal Agencies	3136G1KN8	FNMA NT CALL	50,000,000	1.50	1.13	4/24/13	4/24/18	62,500	(38,347)	-	24,153
Federal Agencies	3136G1K81	FNMA NT STEP	12,600,000	0.75	0.75	4/30/13	4/30/18	7,875	-	-	7,875
Federal Agencies	31315PZM4	FARMER MAC STEP NT	24,600,000	0.70	0.70	5/3/13	5/3/18	14,350	-	-	14,350
Federal Agencies	313382XK4	FHLB STEP NT	25,000,000	0.50	0.50	5/7/13	5/7/18	10,417	-	-	10,417
Federal Agencies	3133ECPB4	FFCB NT	10,000,000	0.88	1.01	5/23/13	5/14/18	7,292	1,116	-	8,407
Federal Agencies	313383AS0	FHLB NT CALL	50,000,000	1.40	1.25	5/21/13	5/21/18	58,333	(6,349)	-	51,984
Federal Agencies	3135G0WJ8	FNMA NT	25,000,000	0.88	1.05	5/23/13	5/21/18	18,229	3,629	-	21,858
Federal Agencies	3133834P3	FHLB STEP NT	50,000,000	0.50	0.50	5/22/13	5/22/18	20,833	-	-	20,833
Federal Agencies	3136G1WF2	FNMA STEP NT	25,000,000	1.00	1.00	10/30/13	10/30/18	20,833	-	-	20,833
Federal Agencies	3136G1XY0	FNMA CALL	25,000,000	2.25	1.97	11/27/13	11/27/18	46,875	(37,132)	-	9,743
Federal Agencies	3134G4LZ9	FHLMC CALL STEP	50,000,000	0.88	0.88	12/10/13	12/10/18	25,521	-	-	25,521
Federal Agencies	3134G4MB1	FHLMC CALL MULTI-STEP	25,000,000	1.50	1.50	12/18/13	12/18/18	13,542	-	-	13,542
<b>Subtotals</b>			<b>\$4,004,550,000</b>					<b>\$ 3,377,886</b>	<b>\$ (720,112)</b>	<b>\$ 342,798</b>	<b>\$ 3,000,573</b>
State/Local Agencies	463655GW4	IRVINE RANCH CA WTR PRE-RE	\$ 15,000,000	2.61	0.53	3/29/12	3/15/14	\$ 32,563	\$ (26,250)	\$ -	\$ 6,312
State/Local Agencies	463655GW4	IRVINE RANCH CA WTR PRE-RE	11,115,000	2.61	0.42	6/8/12	3/15/14	24,129	(20,551)	-	3,578
State/Local Agencies	463655GW4	IRVINE RANCH CA WTR PRE-RE	8,150,000	2.61	0.42	6/8/12	3/15/14	17,692	(15,069)	-	2,623
State/Local Agencies	463655GW4	IRVINE RANCH CA WTR PRE-RE	2,000,000	2.61	0.32	4/29/13	3/15/14	4,342	(3,875)	-	467
State/Local Agencies	13063A5B6	CALIFORNIA ST GO BD	2,820,000	5.25	1.04	5/2/12	4/1/14	12,338	(9,950)	-	2,387
State/Local Agencies	13063A5B6	CALIFORNIA ST GO BD	10,000,000	5.25	0.45	4/8/13	4/1/14	43,750	(40,612)	-	3,138

# Monthly Investment Earnings

## Pooled Fund

Type of Investment	CUSIP	Issue Name	Par Value	Coupon	YTM <sup>1</sup>	Settle Date	Maturity Date	Earned Interest	Amort. Expense	Realized Gain/(Loss)	Earned Income /Net Earnings
State/Local Agencies	13063A5B6	CALIFORNIA ST GO BD	7,270,000	5.25	0.39	5/3/13	4/1/14	31,806	(29,880)	-	1,926
State/Local Agencies	13063A5B6	CALIFORNIA ST GO BD	1,250,000	5.25	0.55	7/29/13	4/1/14	5,469	(4,959)	-	510
State/Local Agencies	13063CEA4	CALIFORNIA ST RAN	27,000,000	2.00	0.21	8/22/13	5/28/14	45,863	(40,980)	-	4,883
State/Local Agencies	62451FFC9	WHISMAN SCHOOL DIST MTN VIEW	1,125,000	0.75	0.75	7/24/12	8/1/14	704	-	-	704
State/Local Agencies	612574DP5	MONTEREY COMM COLLEGE GO	310,000	0.43	0.43	5/7/13	8/1/14	111	-	-	111
State/Local Agencies	64966DPC7	NEW YORK CITY GO	8,000,000	4.75	0.68	6/7/12	11/1/14	31,667	(27,385)	-	4,282
State/Local Agencies	13063BN65	CALIFORNIA ST TAXABLE GO BD	10,000,000	0.85	0.64	3/27/13	2/1/15	7,083	(1,743)	-	5,341
State/Local Agencies	649791JS0	NEW YORK ST TAXABLE GO	4,620,000	0.39	0.40	3/21/13	3/1/15	1,502	40	-	1,542
State/Local Agencies	91412GPW9	UNIV OF CALIFORNIA REVENUE BO	5,000,000	0.39	0.39	3/14/13	5/15/15	1,633	-	-	1,633
State/Local Agencies	612574DQ3	MONTEREY COMM COLLEGE GO	315,000	0.63	0.63	5/7/13	8/1/15	165	-	-	165
State/Local Agencies	64966GXS6	NEW YORK CITY TAXABLE GO	12,255,000	5.13	0.66	4/1/13	12/1/15	52,390	(46,006)	-	6,384
State/Local Agencies	13063BN73	CALIFORNIA ST TAXABLE GO BD	11,000,000	1.05	0.93	3/27/13	2/1/16	9,625	(1,107)	-	8,518
State/Local Agencies	612574DR1	MONTEREY COMM COLLEGE GO	2,670,000	0.98	0.98	5/7/13	8/1/16	2,185	-	-	2,185
State/Local Agencies	13063CFC9	CALIFORNIA ST GO BD	16,500,000	1.75	1.66	11/5/13	11/1/17	24,063	(1,253)	-	22,809
<b>Subtotals</b>			<b>\$ 156,400,000</b>					<b>\$ 349,079</b>	<b>\$ (269,579)</b>	<b>\$ -</b>	<b>\$ 79,499</b>
Public Time Deposits		TRANS PACIFIC NATIONAL BANK P	\$ 240,000	0.49	0.49	2/7/13	2/7/14	\$ 99	\$ -	\$ -	\$ 99
Public Time Deposits		BANK OF SAN FRANCISCO PTD	240,000	0.47	0.47	4/9/13	4/9/14	97	-	-	97
Public Time Deposits		FIRST NAT. BANK OF NOR. CAL. PTI	240,000	0.48	0.48	4/9/13	4/9/14	99	-	-	99
<b>Subtotals</b>			<b>\$ 720,000</b>					<b>\$ 296</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 296</b>
Negotiable CDs	06538GWT5	BANK OF TOKYO MITSUBISHI UFJ Y	\$ 100,000,000	0.14	0.14	12/23/13	1/13/14	\$ 3,500	\$ -	\$ -	\$ 3,500
Negotiable CDs	78009NMC7	RBC YCD FF+22	75,000,000	0.30	0.30	3/26/13	3/26/14	19,937	-	-	19,937
Negotiable CDs	78009NNK8	RBC FLT YCD 1ML+11	25,000,000	0.27	0.27	6/24/13	6/24/14	5,739	-	-	5,739
Negotiable CDs	06417FB58	BANK OF NOVA SCOTIA YCD 3ML+1	50,000,000	0.42	0.42	7/17/13	1/20/15	18,236	-	-	18,236
<b>Subtotals</b>			<b>\$ 250,000,000</b>					<b>\$ 47,413</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 47,413</b>
Commercial Paper	06538BZP1	BANK OF TOKYO-MITSUBISHI CP	\$ -	0.00	0.18	11/22/13	12/23/13	\$ 5,500	\$ -	\$ -	\$ 5,500
Commercial Paper	06538BZP1	BANK OF TOKYO-MITSUBISHI CP	-	0.00	0.18	11/22/13	12/23/13	5,500	-	-	5,500
Commercial Paper	06366AV82	BAN OF MONTREAL CP	50,000,000	0.12	0.12	12/3/13	2/3/14	4,833	-	-	4,833
Commercial Paper	9612C1CC9	WESTPAC CP	89,500,000	0.00	0.14	12/13/13	3/12/14	6,397	-	-	6,397
<b>Subtotals</b>			<b>\$ 139,500,000</b>					<b>\$ 22,231</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,231</b>
Medium Term Notes	78008KNA7	RBC MTN	\$ 30,580,000	1.13	0.30	1/30/13	1/15/14	\$ 28,669	\$ (21,259)	\$ -	\$ 7,410
Medium Term Notes	46623ECT4	JP MORGAN CHASE MTN	12,345,000	5.38	0.34	3/13/13	1/15/14	55,295	(52,310)	-	2,985
Medium Term Notes	46623EJE0	JPMORGAN CHASE MTN	32,755,000	2.05	0.38	3/1/13	1/24/14	55,956	(46,199)	-	9,757
Medium Term Notes	46623EJE0	JP MORGAN CHASE MTN	2,050,000	2.05	0.35	3/13/13	1/24/14	3,502	(2,943)	-	559
Medium Term Notes	854403AA0	STANFORD UNIVERSITY MTN	6,500,000	3.63	0.27	4/26/13	5/1/14	19,635	(18,462)	-	1,174
Medium Term Notes	854403AA0	STANFORD UNIVERSITY MTN	5,000,000	3.63	0.27	4/26/13	5/1/14	15,104	(14,201)	-	903
Medium Term Notes	46623EJH3	JP MORGAN CHASE FLT MTN 3ML+	27,475,000	0.99	0.28	5/2/13	5/2/14	23,622	(16,495)	-	7,127
Medium Term Notes	46623EJH3	JP MORGAN CHASE FLT MTN	20,000,000	0.99	0.32	8/2/13	5/2/14	17,195	(12,065)	-	5,130
Medium Term Notes	36962GX41	GE CAPITAL CORP MTN	25,000,000	5.65	0.44	4/9/13	6/9/14	117,708	(110,246)	-	7,462
Medium Term Notes	59217EBW3	MET LIFE GLOBAL FUNDING MTN	10,000,000	5.13	0.49	11/13/12	6/10/14	42,708	(39,206)	-	3,502
Medium Term Notes	64952WBL6	NEW YORK LIFE MTN 3ML+0	3,000,000	0.27	0.24	3/27/13	7/30/14	685	(40)	-	645
Medium Term Notes	78008TXA7	RBC MTN	10,000,000	1.45	0.27	11/1/13	10/30/14	12,083	(10,005)	-	2,079
Medium Term Notes	459200GZ8	IBM MTN	31,814,000	0.88	0.25	11/5/13	10/31/14	23,198	(16,766)	-	6,432
Medium Term Notes	36962G4G6	GE CAPITAL CORP MTN	2,920,000	3.75	0.52	8/7/13	11/14/14	9,125	(7,973)	-	1,152
Medium Term Notes	07385TAJ5	JPM SA	11,500,000	5.70	0.52	12/18/13	11/15/14	23,671	(22,744)	-	927
Medium Term Notes	07385TAJ5	JPM SA	25,654,000	5.70	0.52	12/19/13	11/15/14	48,743	(47,093)	-	1,649
Medium Term Notes	89233P7B6	TOYOTA MTN 3ML+17	10,000,000	0.41	0.36	1/28/13	12/5/14	3,562	(216)	-	3,346



## Monthly Investment Earnings Pooled Fund

Type of Investment	CUSIP	Issue Name	Par Value	Coupon	YTM <sup>1</sup>	Settle Date	Maturity Date	Earned Interest	Amort. Expense	Realized Gain/(Loss)	Earned Income /Net Earnings
Medium Term Notes	36962G6T6	GE FLT NT 3ML+38	25,000,000	0.62	0.62	1/10/13	1/9/15	13,419	-	-	13,419
Medium Term Notes	36962G5M2	GE CAPITAL CORP MTN	87,824,000	2.15	0.77	7/12/13	1/9/15	157,351	(101,821)	-	55,530
Medium Term Notes	36962G5M2	GE CAPITAL CORP MTN	4,820,000	2.15	0.59	8/7/13	1/9/15	8,636	(6,359)	-	2,277
Medium Term Notes	36962G5M2	GE SA	27,743,000	2.15	0.29	12/16/13	1/9/15	24,853	(22,548)	-	2,305
Medium Term Notes	24422ESA8	DEERE FLT MTN	-	0.31	0.27	11/21/13	1/12/15	348	62	230	641
Medium Term Notes	78008SVS2	RBC MTN FIX-TO-FLT	100,000,000	0.50	0.50	1/22/13	1/22/15	41,667	-	-	41,667
Medium Term Notes	89233P7H3	TOYOTA MTN 3ML+17	35,000,000	0.41	0.41	1/23/13	1/23/15	12,315	-	-	12,315
Medium Term Notes	89233P7L4	TOYOTA MTN FIX-TO-FLOAT	25,000,000	0.50	0.50	2/4/13	2/4/15	10,417	-	-	10,417
Medium Term Notes	717081DA8	PFIZER MTN	3,000,000	5.35	0.44	12/9/13	3/15/15	9,808	(9,272)	-	536
Medium Term Notes	89236TAG0	TOYOTA MOTOR CREDIT CORP 3MI	50,000,000	0.39	0.39	4/12/13	4/8/15	16,914	-	-	16,914
Medium Term Notes	459200HD6	IBM SA	5,425,000	0.75	0.27	12/19/13	5/11/15	1,356	(918)	-	439
Medium Term Notes	36962G5Z3	GE CAPITAL CORP MTN	5,000,000	1.63	0.81	8/19/13	7/2/15	6,771	(3,420)	-	3,350
Medium Term Notes	36962G4M3	GE CORP MTN FLT	8,565,000	0.99	0.56	11/25/13	7/9/15	7,090	(3,145)	-	3,945
Medium Term Notes	89233P6J0	TOYOTA MTN	10,000,000	0.88	0.44	11/15/13	7/17/15	7,292	(3,665)	-	3,627
Medium Term Notes	594918AG9	MICROSOFT MTN	3,186,000	1.63	0.39	10/30/13	9/25/15	4,314	(3,313)	-	1,002
<b>Subtotals</b>			<b>\$ 657,156,000</b>					<b>\$ 823,014</b>	<b>\$ (592,623)</b>	<b>\$ 230</b>	<b>\$ 230,622</b>
Money Market Funds	61747C707	MS INSTL GOVT FUND	\$ 75,068,636	0.04	0.04	12/31/12	1/2/14	\$ 2,549	\$ -	\$ -	\$ 2,549
Money Market Funds	09248U718	BLACKROCK T-FUND INSTL	25,000,000	0.04	0.04	1/15/13	1/2/14	843	-	-	843
Money Market Funds	316175108	FIDELITY INSTL GOVT PORT	25,002,062	0.01	0.01	6/20/13	1/2/14	212	-	-	212
<b>Subtotals</b>			<b>\$ 125,070,698</b>					<b>\$ 3,605</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,605</b>
<b>Grand Totals</b>			<b>\$ 6,093,396,698</b>					<b>\$ 5,360,461</b>	<b>\$ (1,692,130)</b>	<b>\$ 343,028</b>	<b>\$ 4,011,360</b>

<sup>1</sup>Yield to maturity is calculated at purchase

# Investment Transactions

## Pooled Fund

For month ended December 31, 2013

Transaction	Settle Date	Maturity	Type of Investment	Issuer Name	CUSIP	Par Value	Coupon	YTM	Price	Interest	Transaction
Purchase	12/3/2013	2/3/2014	Commercial Paper	BANK OF MONTREAL CP	06366AV82	\$ 50,000,000	0.12	0.12	\$ 100.00	\$ -	\$ 50,000,000
Purchase	12/9/2013	3/15/2015	Medium Term Notes	PFIZER MTN	717081DA8	3,000,000	5.35	0.44	106.20	-	3,223,300
Purchase	12/10/2013	12/10/2018	Federal Agencies	FHLMC CALL STEP	3134G4LZ9	50,000,000	0.88	0.88	100.00	-	50,000,000
Purchase	12/10/2013	9/16/2015	Federal Agencies	FFCB SA	3133ECZG2	52,047,000	0.55	0.32	100.40	-	52,323,023
Purchase	12/12/2013	3/11/2016	Federal Agencies	FHLB SA	3133XXP43	14,000,000	3.13	0.41	106.06	-	14,958,990
Purchase	12/12/2013	8/28/2015	Federal Agencies	FHLB SA	313383V81	9,000,000	0.38	0.28	100.16	-	9,023,880
Purchase	12/12/2013	1/20/2016	Federal Agencies	FFCB FLT	3133ED5A6	50,000,000	0.17	0.17	100.00	-	50,005,133
Purchase	12/13/2013	2/18/2015	Federal Agencies	FHLB SA	3130A0FX3	50,000,000	0.21	0.22	99.98	-	49,992,292
Purchase	12/13/2013	1/31/2016	U.S. Treasuries	US TSY NT	912828PS3	50,000,000	2.00	0.36	103.48	-	52,107,082
Purchase	12/13/2013	3/30/2016	Federal Agencies	FNMA SA	3135G0VA8	25,000,000	0.50	0.46	100.09	-	25,047,597
Purchase	12/13/2013	3/12/2014	Commercial Paper	WESTPAC CP	9612C1CC9	89,500,000	0.00	0.14	99.97	-	89,470,033
Purchase	12/16/2013	1/9/2015	Medium Term Notes	GE SA	36962G5M2	27,743,000	2.15	0.29	101.98	-	28,551,331
Purchase	12/18/2013	12/18/2018	Federal Agencies	FHLMC CALL MULTI-STEP	3134G4MB1	25,000,000	1.50	1.50	100.00	-	25,000,000
Purchase	12/18/2013	11/15/2014	Medium Term Notes	JPM SA	07385TAJ5	11,500,000	5.70	0.52	104.69	-	12,099,438
Purchase	12/19/2013	5/11/2015	Medium Term Notes	IBM SA	459200HD6	5,425,000	0.75	0.27	100.66	-	5,465,154
Purchase	12/19/2013	11/15/2014	Medium Term Notes	JPM SA	07385TAJ5	25,654,000	5.70	0.52	104.67	-	26,991,172
Purchase	12/19/2013	6/18/2015	Federal Agencies	FFCB SA	3133EDC67	50,000,000	0.25	0.26	99.99	-	49,992,847
Purchase	12/23/2013	1/13/2014	Negotiable CDs	BANK OF TOKYO MITSUBISHI	06538GWT5	100,000,000	0.14	0.14	100.00	-	100,000,000
Purchase	12/26/2013	10/31/2016	U.S. Treasuries	US TSY NT	912828RM4	25,000,000	1.00	0.74	100.73	-	25,222,268
Purchase	12/31/2013	1/2/2014	Money Market Funds	MS INSTL GOVT FUND	61747C707	2,549	0.04	0.04	100.00	-	2,549
Purchase	12/31/2013	1/2/2014	Money Market Funds	FIDELITY INSTL GOVT PORT	316175108	212	0.01	0.01	100.00	-	212
<b>Subtotals</b>						<b>\$ 712,871,762</b>	<b>0.89</b>	<b>0.35</b>	<b>\$ 100.77</b>	<b>\$ -</b>	<b>\$ 719,476,301</b>
Sale	12/9/2013	1/12/2015	Medium Term Notes	DEERE FLT MTN	24422ESA8	\$ 5,000,000	0.31	0.27	\$ 100.05	\$ 784	\$ 5,005,226
Sale	12/23/2013	3/10/2017	Federal Agencies	FHLB NT	3133782N0	55,660,000	0.88	1.06	99.10	139,343	55,696,929
<b>Subtotals</b>						<b>\$ 60,660,000</b>	<b>0.83</b>	<b>1.00</b>	<b>\$ 99.18</b>	<b>\$ 140,127</b>	<b>\$ 60,702,154</b>
Call	12/12/2013	9/12/2017	Federal Agencies	FNMA STEP NT	3136G0ZA2	\$ 15,000,000	0.75	0.75	\$ 100.00	\$ 28,125	\$ 15,028,125
Call	12/23/2013	12/23/2014	Federal Agencies	FNMA CALL NT	3135G0GM9	25,000,000	0.83	0.77	100.16	-	25,000,000
Call	12/23/2013	12/23/2014	Federal Agencies	FNMA GLOBAL CALL	3135G0GM9	10,000,000	0.83	0.58	100.43	-	10,000,000
Call	12/30/2013	12/30/2016	Federal Agencies	FNMA CALL NT	3136FTUZ0	50,000,000	1.40	1.41	99.95	-	50,000,000
<b>Subtotals</b>						<b>\$ 100,000,000</b>	<b>1.10</b>	<b>1.07</b>	<b>\$ 100.06</b>	<b>\$ 28,125</b>	<b>\$ 100,028,125</b>
Maturity	12/6/2013	12/6/2013	Federal Agencies	FARMER MAC	31315PLT4	\$ 35,000,000	1.25	1.30	\$ 99.86	\$ 218,750	\$ 35,218,750
Maturity	12/23/2013	12/23/2013	Federal Agencies	FFCB	31331J6A6	22,000,000	1.30	1.31	99.97	143,000	22,143,000
Maturity	12/23/2013	12/23/2013	Commercial Paper	BANK OF TOKYO-MITSUBISHI	06538BZP1	50,000,000	0.00	0.18	99.98	7,750	50,000,000
Maturity	12/23/2013	12/23/2013	Commercial Paper	BANK OF TOKYO-MITSUBISHI	06538BZP1	50,000,000	0.00	0.18	99.98	7,750	50,000,000
Maturity	12/27/2013	12/27/2013	Federal Agencies	FHLB	313371UC8	40,000,000	0.88	0.93	99.82	175,000	40,175,000
<b>Subtotals</b>						<b>\$ 197,000,000</b>	<b>0.54</b>	<b>0.66</b>	<b>\$ 99.93</b>	<b>\$ 552,250</b>	<b>\$ 197,536,750</b>
Interest	12/1/2013	4/1/2016	Federal Agencies	FAMCA FLT MTN 1ML+0	31315PTF6	\$ 50,000,000	0.17	0.17	\$ 100.00	\$ 7,233	\$ 7,233
Interest	12/1/2013	12/1/2015	State/Local Agencies	NEW YORK CITY TAXABLE GO	64966GXS6	12,255,000	5.13	0.66	111.80	314,341	314,341
Interest	12/4/2013	3/4/2014	Federal Agencies	FNMA FRN QTR T-BILL+21	3135G0AZ6	25,000,000	0.40	0.63	99.94	16,095	16,095
Interest	12/4/2013	3/4/2014	Federal Agencies	FNMA FRN QTR T-BILL+21	3135G0AZ6	25,000,000	0.40	0.51	99.97	16,095	16,095
Interest	12/4/2013	3/4/2015	Federal Agencies	FFCB FLT NT FF+14	3133EAQ35	100,000,000	0.23	0.29	99.92	56,806	56,806
Interest	12/5/2013	6/5/2014	Federal Agencies	FARMER MAC MTN	31315PHX0	14,080,000	3.15	0.50	105.67	221,760	221,760
Interest	12/5/2013	6/5/2017	Federal Agencies	FARMER MAC MTN	31315PZQ5	9,000,000	1.11	0.80	101.36	49,950	49,950
Interest	12/5/2013	12/5/2014	Medium Term Notes	TOYOTA MTN 3ML+17	89233P7B6	10,000,000	0.43	0.39	100.05	10,857	10,857
Interest	12/8/2013	12/8/2014	Federal Agencies	FFCB	31331J4S9	24,000,000	1.40	1.41	99.95	168,000	168,000
Interest	12/8/2013	12/8/2014	Federal Agencies	FFCB	31331J4S9	19,000,000	1.40	1.46	99.77	133,000	133,000
Interest	12/9/2013	6/9/2016	Federal Agencies	FAMCA NT	31315PB73	10,000,000	0.90	0.90	100.00	45,000	45,000
Interest	12/9/2013	6/9/2014	Medium Term Notes	GE CAPITAL CORP MTN	36962GX41	25,000,000	5.65	0.44	106.06	706,250	706,250

# Investment Transactions

## Pooled Fund

Transaction	Settle Date	Maturity	Type of Investment	Issuer Name	CUSIP	Par Value	Coupon	YTM	Price	Interest	Transaction
Interest	12/10/2013	6/10/2014	Medium Term Notes	MET LIFE GLOBAL FUNDING	59217EBW3	10,000,000	5.13	0.49	107.26	256,250	256,250
Interest	12/10/2013	2/10/2016	Federal Agencies	FFCB FLT NT 1ML+0	3133ECP57	50,000,000	0.15	0.16	99.97	6,979	6,979
Interest	12/11/2013	12/11/2015	Federal Agencies	FHLB	313371ZY5	25,000,000	1.88	1.89	99.93	234,375	234,375
Interest	12/11/2013	12/11/2015	Federal Agencies	FHLB	313371ZY5	50,000,000	1.88	1.93	99.74	468,750	468,750
Interest	12/11/2013	3/11/2014	Federal Agencies	FHLB FLT NT FF+12	313379RV3	50,000,000	0.21	0.30	99.97	25,889	25,889
Interest	12/12/2013	12/12/2014	Federal Agencies	FHLB	313371W51	75,000,000	1.25	1.46	99.19	468,750	468,750
Interest	12/12/2013	12/12/2014	Federal Agencies	FHLB	3133XVNU1	25,400,000	2.75	1.30	105.70	349,250	349,250
Interest	12/12/2013	12/12/2014	Federal Agencies	FHLB	3133XVNU1	2,915,000	2.75	1.31	105.65	40,081	40,081
Interest	12/12/2013	12/12/2014	Federal Agencies	FHLB	3133XVNU1	50,000,000	2.75	1.37	105.35	687,500	687,500
Interest	12/13/2013	6/13/2014	Federal Agencies	FHLB TAP	3133XWE70	48,000,000	2.50	0.40	104.35	600,000	600,000
Interest	12/13/2013	6/13/2016	Federal Agencies	FHLB SUB NT	313771AA5	16,925,000	5.63	0.65	115.05	476,016	476,016
Interest	12/13/2013	6/13/2016	Federal Agencies	FHLB SUB NT	313771AA5	14,195,000	5.63	0.77	114.54	399,234	399,234
Interest	12/14/2013	5/14/2015	Federal Agencies	FFCB FLT NT 1ML+1	3133EAQC5	50,000,000	0.18	0.20	99.97	7,438	7,438
Interest	12/15/2013	12/15/2014	Federal Agencies	FHLB	313371W93	75,000,000	1.34	1.34	100.00	502,500	502,500
Interest	12/15/2013	12/15/2014	Federal Agencies	FNMA FLT QTR FF+35	3136FTVN6	75,000,000	0.47	0.47	100.00	82,521	82,521
Interest	12/16/2013	5/2/2014	Medium Term Notes	JP MORGAN CHASE FLT MTN	46623EJH3	27,475,000	1.00	-0.40	100.71	69,756	69,756
Interest	12/16/2013	5/2/2014	Medium Term Notes	JP MORGAN CHASE FLT MTN	46623EJH3	20,000,000	1.00	-0.05	100.53	50,778	50,778
Interest	12/18/2013	9/18/2015	Federal Agencies	FFCB FLT NT QTR TBILL+16	3133ECJB1	50,000,000	0.23	0.23	100.00	26,811	26,811
Interest	12/18/2013	9/18/2015	Federal Agencies	FFCB FLT NT QTR T-BILL+1	3133ECJB1	16,200,000	0.23	0.24	99.99	8,687	8,687
Interest	12/19/2013	6/19/2017	Federal Agencies	FFCB FLT NT FF+22	3133EAUW6	50,000,000	0.31	0.31	100.00	38,611	38,611
Interest	12/19/2013	11/19/2015	Federal Agencies	FFCB FLT NT MONTHLY 1ML+	3133ECLZ5	25,000,000	0.17	0.17	99.99	3,490	3,490
Interest	12/20/2013	12/20/2017	Federal Agencies	FNMA NT	3135GORT2	50,000,000	0.88	0.91	99.84	218,750	218,750
Interest	12/20/2013	12/20/2017	Federal Agencies	FNMA GLOBAL	3135GORT2	50,000,000	0.88	1.02	99.29	218,750	218,750
Interest	12/20/2013	1/20/2016	Federal Agencies	FFCB FLT	3133ED5A6	50,000,000	0.17	0.17	100.00	1,867	7,000
Interest	12/22/2013	9/22/2015	Federal Agencies	FFCB FLT NT 1ML+2.5	3133EAJF6	27,953,000	0.19	0.21	99.96	4,461	4,461
Interest	12/22/2013	6/22/2015	Federal Agencies	FFCB FLT NT 1ML+2	3133EAVE5	50,000,000	0.19	0.20	99.97	7,771	7,771
Interest	12/23/2013	12/23/2014	Federal Agencies	FNMA CALL NT	3135GOGM9	25,000,000	0.83	0.77	100.16	103,125	103,125
Interest	12/23/2013	12/23/2014	Federal Agencies	FNMA GLOBAL CALL	3135GOGM9	10,000,000	0.83	0.58	100.43	41,250	41,250
Interest	12/24/2013	6/24/2014	Negotiable CDs	RBC FLT YCD 1ML+11	78009NNK8	25,000,000	0.26	0.26	100.00	5,558	5,558
Interest	12/24/2013	7/24/2017	Federal Agencies	FFCB FLT NT 1ML+4	3133ECV92	50,000,000	0.21	0.21	100.00	8,583	8,583
Interest	12/26/2013	12/26/2017	Federal Agencies	FNMA STEP NT	3136G13T4	39,000,000	0.75	0.75	100.00	146,250	146,250
Interest	12/26/2013	12/26/2017	Federal Agencies	FNMA STEP NT	3136G13Q0	29,000,000	0.75	0.75	100.00	108,750	108,750
Interest	12/26/2013	12/26/2017	Federal Agencies	FHLMC MTN CALL	3134G32W9	33,600,000	1.25	1.01	101.16	210,000	210,000
Interest	12/26/2013	12/26/2017	Federal Agencies	FHLMC MTN CALL	3134G32W9	50,000,000	1.25	1.00	101.21	312,500	312,500
Interest	12/26/2013	3/26/2014	Negotiable CDs	RBC YCD FF+22	78009NMC7	75,000,000	0.31	0.31	100.00	57,958	57,958
Interest	12/27/2013	4/27/2015	Federal Agencies	FFCB FLT NT 1ML+1.5	3133EAJP4	50,000,000	0.18	0.19	99.99	7,458	7,458
Interest	12/28/2013	12/28/2017	Federal Agencies	FHLMC CALL NT	3134G32M1	50,000,000	1.00	1.00	100.00	250,000	250,000
Interest	12/28/2013	12/28/2016	Federal Agencies	FHLB NT CALL	313381KR5	13,500,000	0.63	0.63	100.00	42,188	42,188
Interest	12/28/2013	12/28/2016	Federal Agencies	FHLB NT CALL	313381KR5	9,000,000	0.63	0.63	100.00	28,125	28,125
Interest	12/29/2013	12/29/2014	Federal Agencies	FFCB	31331J6Q1	27,175,000	1.72	1.74	99.93	233,705	233,705
Interest	12/29/2013	12/29/2014	Federal Agencies	FFCB	31331J6Q1	65,000,000	1.72	1.72	99.98	559,000	559,000
Interest	12/30/2013	6/30/2014	Federal Agencies	FHLB	31337240	50,000,000	1.21	1.21	100.00	302,500	302,500
Interest	12/30/2013	12/30/2016	Federal Agencies	FNMA CALL NT	3136FTUZ0	50,000,000	1.40	1.41	99.95	350,000	350,000
Interest	12/31/2013	1/2/2014	Money Market Funds	MS INSTL GOVT FUND	61747C707	75,066,087	0.04	0.04	100.00	2,549	2,549
Interest	12/31/2013	12/31/2017	U.S. Treasuries	US TSY NT	912828UE8	50,000,000	0.75	0.80	99.77	187,500	187,500
Interest	12/31/2013	1/2/2014	Money Market Funds	FIDELITY INSTL GOVT PORT	316175108	25,001,850	0.01	0.01	100.00	212	212
<b>Subtotals</b>						<b>\$2,158,740,937</b>	<b>1.00</b>	<b>0.69</b>	<b>\$ 100.71</b>	<b>\$ 9,957,863</b>	<b>\$ 9,962,996</b>

<b>Grand Totals</b>	<b>21</b>	<b>Purchases</b>
	<b>(2)</b>	<b>Sales</b>
	<b>(9)</b>	<b>Maturities / Calls</b>
	<b>10</b>	<b>Change in number of positions</b>

# Non-Pooled Investments

As of December 31, 2013

Type of Investment	CUSIP	Issue Name	Settle	Maturity	Duration	Coupon	Par Value	Book Value	Amortized	
			Date	Date					Book Value	Market Value
State/Local Agencies	797712AD8	SFRDA SOUTH BEACH HARBOR	1/20/12	12/1/16	2.79	3.50	\$ 3,890,000	\$ 3,890,000	\$ 3,890,000	\$ 3,890,000
<b>Subtotals</b>					<b>2.79</b>	<b>3.50</b>	<b>\$ 3,890,000</b>	<b>\$ 3,890,000</b>	<b>\$ 3,890,000</b>	<b>\$ 3,890,000</b>
<b>Grand Totals</b>					<b>2.79</b>	<b>3.50</b>	<b>\$ 3,890,000</b>	<b>\$ 3,890,000</b>	<b>\$ 3,890,000</b>	<b>\$ 3,890,000</b>

### NON-POOLED FUNDS PORTFOLIO STATISTICS

	Current Month		Prior Month	
	Fiscal YTD	December 2013	Fiscal YTD	November 2013
Average Daily Balance	\$ 23,137,597	\$ 3,890,000	\$ 32,534,372	\$ 4,500,000
Net Earnings	\$ 78,887	\$ 11,346	\$ 54,415	\$ 13,125
Earned Income Yield	0.68%	3.43%	0.50%	3.43%

Note: All non-pooled securities were inherited by the City and County of San Francisco as successor agency to the San Francisco Redevelopment Agency. Book value and amortized book value are derived from limited information received from the SFRDA and are subject to verification.

