

File No. 160242 Committee Item No. 4  
Board Item No. 10

**COMMITTEE/BOARD OF SUPERVISORS**  
AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight Date April 21, 2016

Board of Supervisors Meeting Date MAY 10, 2016

Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Resolution                                   |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Youth Commission Report                      |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Introduction Form                            |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Information Form                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Form 126 – Ethics Commission                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

OTHER (Use back side if additional space is needed)

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Completed by: Erica Major Date April 15, 2016  
Completed by: [Signature] Date 4/20/2016

1 [Settlement of Lawsuit - Lisa Owen - \$2,250,000]

2  
3 **Ordinance authorizing settlement of the lawsuit filed by Lisa Owen against the City and**  
4 **County of San Francisco for \$2,250,000; the lawsuit was filed on July 8, 2014, in San**  
5 **Francisco Superior Court, Case No. CGC-14-540434; entitled Lisa Owen v. City and**  
6 **County of San Francisco, et al.; the lawsuit involves an alleged dangerous condition of**  
7 **public property causing personal injury.**

8  
9 Be it ordained by the People of the City and County of San Francisco:

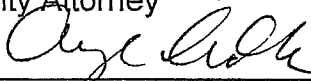
10 Section 1. Pursuant to Charter, Section 6.102(5), the Board of Supervisors hereby  
11 authorizes the City Attorney to settle the action entitled Lisa Owen v. City and County of San  
12 Francisco, et al., San Francisco Superior Court, Case No. CGC-14-540434 by the payment of  
13 \$2,250,000. The lawsuit involves an alleged dangerous condition of public property causing  
14 personal injury.

15 Section 2. The above-named action was filed in San Francisco Superior Court on  
16 July 8, 2014, and the following parties were named in the lawsuit: Plaintiff Lisa Owen and  
17 Defendants City and County of San Francisco, San Francisco Recreation and Park  
18 Department, San Francisco Parks Alliance; Palace of Fine Arts League, Inc., and Maybeck  
19 Foundation.

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APPROVED AS TO FORM AND  
RECOMMENDED:

DENNIS J. HERRERA  
City Attorney



CHERYL ADAMS  
Chief Trial Deputy

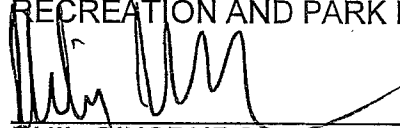
FUNDS AVAILABLE:



BEN ROSENFELD  
Controller

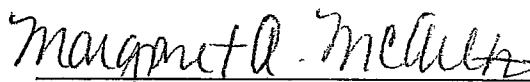
RECOMMENDED:

RECREATION AND PARK DEPARTMENT



PHIL GINSBURG  
General Manager

APPROVED:



MARGARET MCARTHUR  
Secretary, Recreation and Park Commission

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**LEGISLATION RECEIVED CHECKLIST**

Date 3/8/16 File Number (if applicable) \_\_\_\_\_

- Legislation for Introduction (NEW) ▶▶▶ Legislative Clerk
- Legislation Pending in Committee (AMENDED) ▶▶▶ Committee Clerk
- Legislation for Board Agenda (AMENDED) ▶▶▶ Deputy Clerk

**Supervisor, Mayor, and Departmental Submittals**

**Grant Ordinance**

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
- Supporting documents:** 1 full set, and separate pdf copies of each in email
  - Cover letter (original)
  - Grant budget/application
  - Grant information form, including signed disability checklist
  - Letter of Intent or grant award letter from funding agency
  - Contract, Leases/Agreements (if applicable)
  - Ethics Form 126 (if applicable) in **Word** format
  - Other support documents as identified in the cover letter and legislation
- E-Copy of legislation/supporting documents:** Sent to BOS.Legislation@sfgov.org

**Ordinance**

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** City Attorney (For Settlement of Lawsuits - City Attorney, Department Head, Controller, Commission Secretary)
- Supporting documents:** 1 full set, and separate pdf copies of each in email
  - Cover letter (original)
  - Settlement Report/Agreement (for settlements)
  - Other support documents as identified in the cover letter and legislation
- E-Copy of legislation/supporting documents:** Sent to BOS.Legislation@sfgov.org

**Grant Resolution**

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** Department Head, Mayor or the Mayor's designee, plus the Controller
- Supporting documents:** 1 full set, and separate pdf copies of each in email
  - Cover letter (original)
  - Grant budget/application
  - Grant information form, including signed disability checklist
  - Letter of Intent or grant award letter from funding agency
  - Contract, Leases/Agreements (if applicable)
  - Ethics Form 126 (if applicable) in **Word** format
  - Other support documents as identified in the cover letter and legislation
- E-Copy of legislation/supporting documents:** Sent to BOS.Legislation@sfgov.org

**Resolution**

- Legislation:** Original, 1 hard copy, and 1 electronic copy in **Word** format
- Signature:** None (Note: Required for Settlement of Claims - City Attorney, Department Head, Controller, Commission Secretary)
- Supporting documents:** 1 full set, and separate pdf copies of each in email
  - Cover letter (original)
  - Settlement Report/Agreement (for settlements)
  - Other support documents as identified in the cover letter and legislation
- E-Copy of legislation/supporting documents:** Sent to BOS.Legislation@sfgov.org

Jay Perez 554-3869                                  City Attorney  
 Name and Telephone Number                                  Department

Clerk's Office/Forms/Legislation Received Checklist (1/2015) for more help go to: sfbos.org/about the board/general/legislative process handbook