

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

MEMORANDUM

BUDGET AND FINANCE SUB-COMMITTEE

SAN FRANCISCO BOARD OF SUPERVISORS

TO: Supervisor Malia Cohen, Chair
Budget and Finance Sub-Committee

FROM: Linda Wong, Assistant Clerk

DATE: March 16, 2018

SUBJECT: **COMMITTEE REPORT, BOARD MEETING**
Tuesday, March 20, 2018

The following file should be presented as a **COMMITTEE REPORT** at the Board meeting on Tuesday, March 20, 2018, at 2:00 p.m. This item was acted upon at the Sub-Committee Meeting on Thursday, March 15, 2018, at 10:00 a.m., by the votes indicated.

Item No. 19 File No. 180197

Resolution authorizing the General Manager of the San Francisco Public Utilities Commission to accept a gift of snowflake lights valued at \$134,757 from the Market Street Association for use for the annual Market Street snowflake lights program.

RECOMMENDED AS COMMITTEE REPORT

Vote: Supervisor Malia Cohen - Aye
Supervisor Sandra Lee Fewer - Aye
Supervisor Catherine Stefani - Aye

c: Board of Supervisors
Angela Calvillo, Clerk of the Board
Jon Givner, Deputy City Attorney
Alisa Somera, Legislative Deputy Director

File No. 180197

Committee Item No. 2

Board Item No. 19

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date March 15, 2018

Board of Supervisors Meeting

Date March 20, 2018

Cmte Board

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

OTHER (Use back side if additional space is needed)

- | | | |
|--------------------------|-------------------------------------|--------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <u>PowerPoint Presentation</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |

Completed by: Linda Wong Date March 9, 2018

Completed by: Linda Wong Date March 16, 2018

1 [Accept Gift - Market Street Association - Snowflake Lights - Valued at \$134,757]

2
3 **Resolution authorizing the General Manager of the San Francisco Public Utilities**
4 **Commission to accept a gift of snowflake lights valued at \$134,757 from the Market**
5 **Street Association for use for the annual Market Street snowflake lights program.**

6
7 WHEREAS, The San Francisco Public Utilities Commission (SFPUC) has partnered
8 with the Market Street Association since 2008 to implement the Market Street snowflake lights
9 program during the winter holiday season; and

10 WHEREAS, The Market Street snowflake lights program consists of 276 snowflake
11 lights that are installed on Market Street from Main Street to Ninth Street; and

12 WHEREAS, The Market Street Association owns the snowflake lights, while the
13 SFPUC installs them and supplies the energy needed for the lights to illuminate; and

14 WHEREAS, The Market Street Association has offered to donate the snowflake lights
15 valued at \$134,757 to the SFPUC; and

16 WHEREAS, The SFPUC has the facilities needed to store the lights; and

17 WHEREAS, The SFPUC has the resources needed to continue to implement the
18 Market Street snowflake lights program; now, therefore, be it

19 RESOLVED, That the Board of Supervisors approves the gift and authorizes the
20 General Manager of the SFPUC to accept the snowflake lights donation from the Market
21 Street Association, valued at \$134,757.

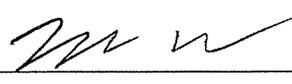
1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

RECOMMENDED:



HARLAN L. KELLY, JR.
General Manager of the SFPUC

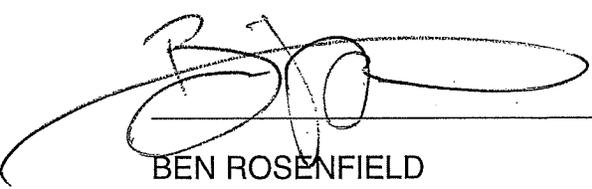
APPROVED:



MARK FARRELL
Mayor

for

APPROVED:



BEN ROSENFELD
Controller

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

Grant Resolution Information Form
(Effective July 2011)

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

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

1. Grant Title: Snowflake Lights Gift from Market Street Association
2. Department: San Francisco Public Utilities Commission
3. Contact Person: John Scarpulla Telephone: 415-934-5782
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$134,757
6. a. Matching Funds Required: \$0
b. Source(s) of matching funds (if applicable):
7. a. Grant Source Agency: Market Street Association
b. Grant Pass-Through Agency (if applicable):
8. Proposed Grant Project Summary: Market Street Association has offered to donate 274 snowflake lights valued at \$134,757 to the San Francisco Public Utilities Commission
9. Grant Project Schedule, as allowed in approval documents, or as proposed:

As this is a one-time donation, there is no schedule.
10. a. Amount budgeted for contractual services: N/A
b. Will contractual services be put out to bid? No
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? N/A
d. Is this likely to be a one-time or ongoing request for contracting out? N/A
11. a. Does the budget include indirect costs?
 Yes No
b. 1. If yes, how much? \$
b. 2. How was the amount calculated?
c. 1. If no, why are indirect costs not included?
 Not allowed by granting agency To maximize use of grant funds on direct services
 Other (please explain):
c. 2. If no indirect costs are included, what would have been the indirect costs?
12. Any other significant grant requirements or comments: No

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

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

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

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

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

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

Comments:

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

Nicole Bohn
(Name)

Director, Mayor's Office on Disability
(Title)

Date Reviewed: 2/13/2018

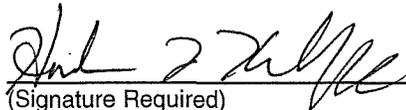

(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Harlan L. Kelly, Jr.
(Name)

General Manager of the San Francisco Public Utilities Commission
(Title)

Date Reviewed: 2/13/18


(Signature Required)



870 Market Street Suite 452 San Francisco, CA 94102 415-362-2500
Carolyn@marketstreetassociation.org

February 9, 2018

TO: San Francisco Public Utilities Commission

RE: Donation of holiday snowflake light decorations

The Market Street Association, a not-for-profit organization, would like to donate our Market Street holiday outdoor snowflake light decorations to the San Francisco Public Utilities Commission. Over the past ten years our organization has been purchasing these 5X5 LED snowflakes and placing them on the historic "Path of Gold" lampposts along Market Street.

Several new snowflake lights were purchased each year. Over the past ten years we have accumulated 276 snowflakes valued at approximately \$134,757.00.

We are hopeful that the SF PUC will continue to hang these holiday decorations on Market Street.

Please feel free to contact me if you have any questions or concerns.

Thank you,

Carolyn Diamond
Executive Director



870 Market Street Suite 452 San Francisco, CA 94102 415-362-2500
Carolyn@marketstreetassociation.org

February 9, 2018

TO: San Francisco Public Utilities Commission

RE: Donation of holiday snowflake light decorations

The Market Street Association would like to donate our collection of holiday snowflake light decorations to the San Francisco Public Utilities Commission.

Details:

Description: These holiday snowflake decorations are 5X5 LED light configurations intended to be hung outdoors.

Number of snowflake decoration lights: 276

Value: Each snowflake cost was approximately \$488.25, the total value of all the lights is \$134,757.00.

Please feel free to contact me if you have any questions or concerns.

Thank you,

Carolyn Diamond
Executive Director

SAN FRANCISCO PUBLIC UTILITIES COMMISSION – SNOWFLAKE LIGHTS GIFT FROM THE MARKET STREET ASSOCIATION

Description	Quantity	Value	Total Value
Snowflake Lights	276	\$488.25 per light	\$134,757

Introduction Form

By a Member of the Board of Supervisors or Mayor

2011 FEB 23 PM 4:26
 BOARD OF SUPERVISORS
 SAN FRANCISCO
 Time stamp
 or meeting date
 AK

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

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

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

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

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

Sponsor(s):

Supervisor Kim

Subject:

Accept Gift of Snowflake Lights from Market Street Association

The text is listed:

Please see attached.

Signature of Sponsoring Supervisor:



For Clerk's Use Only



Snowflake Lights Gift Acceptance

John Scarpulla

San Francisco Public Utilities Commission



History of Snowflake Lights

- Since 2008 partnership with Market Street Association
- 276 lights
- Lights from Market/Embarcadero to Market/9th Street
- Market Street Association owns them.
- SFPUC stores, installs, maintains, and supplies the energy needed for the lights to illuminate.
- SFPUC has a Holiday Lighting Budget for such projects throughout the City

Snowflake Lights





Gift to SFPUC

- Market Street Association is dissolving.
- Want to gift the lights to the SFPUC
- Value of \$134,757
- SFPUC has resources to continue program
- Asking Board to authorize SFPUC to accept ownership of lights.

Happy to Answer any Questions

