

August 31, 2011

Honorable Katherine Feinstein
Presiding Judge of the Superior Court
400 McAllister Street, Room 008
San Francisco, California 94102

Dear Judge Feinstein:

This letter is in response to the San Francisco Civil Grand Jury's "Continuity Reports Reviewing the State of Prior Recommendations" issued on July 14, 2011.

FINDINGS

Finding 1

In its response to this Jury dated February 3, 2011, the Department seems to focus on the previous Juries' recommendation that it relocate to excess property held by the SFUSD to the exclusion of considering other properties.

The Department agrees with this finding.

Finding 2

Because the Department continues to lease space at Pier 48 on short-term leases without a guarantee of permanent tenancy, it faces the possibility of someday being denied a renewal of its lease. Alternatively, its lease could be prematurely terminated. At that point, the Department would be forced to find another location to carry out the activities it currently performs at Pier 48.

The Department agrees with this finding. Additionally, the Department recently extended its lease for Pier 48 with the Port. The lease now extends through January 1, 2016; however, the Port can terminate the lease with six-months notice after January 1, 2015.

Finding 3

Being proactive now in finding a permanent location is a preferable alternative to waiting for a situation to arise where the Department faces a looming deadline to vacate Pier 48 and has yet to find a suitable alternative location.

Limiting the geographic scope of a possible Department of Elections move to within the Civic Center is a sound decision.

The Department agrees with this finding.

RECOMMENDATIONS

Recommendation 1

The Department of Elections and the Real Estate Division of the General Services Agency should make a current priority of finding a suitable, long-term location for the Department to perform the activities it currently does at Pier 48.

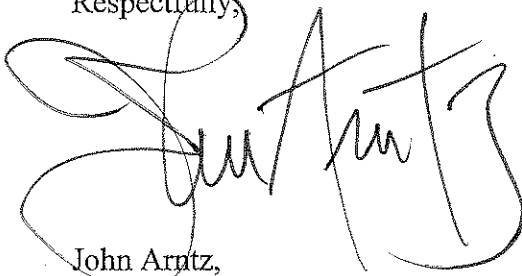
The recommendation has been implemented. The Acting Director of Real Estate, Jon Updike, and I met on April 1, 2011, to discuss the Department of Elections' options in utilizing properties near City Hall. Acting Director Updike discussed possible sites for the Department's warehousing operation as well as the Department's City Hall functions. The sites included properties that the City currently owns or leases as well as properties the City may purchase or lease in the future.

Recommendation 2

The Department should not limit the scope of its search to excess properties held by the SFUSD. Rather, with the help of the Real Estate Division of the General Services Agency, the Department should cast as wide a net as reasonably possible, while still being near City Hall, to find the best long-term solution.

The recommendation has been implemented as described in the answer to Recommendation 1.

Respectfully,

A large, stylized handwritten signature in black ink, appearing to read 'John Arntz'.

John Arntz,
Director