

File No. 150066

Committee Item No. 8

Board Item No. 7

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight Date March 5, 2015

Board of Supervisors Meeting Date MARCH 17, 2015

Cmte Board

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| <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 February 27, 2015
Completed by: ERICA MAJOR Date MARCH 13, 2015

1 [Settlement of Lawsuit - E. Lynn Shoenmann, Trustee - \$45,500]

2
3 **Ordinance authorizing settlement of the adversary complaint filed by E. Lynn**
4 **Shoenmann, Trustee, against the City and County of San Francisco for \$45,500; the**
5 **adversary complaint was filed on March 7, 2014, in United States Bankruptcy Court,**
6 **Northern District of California, Case No. CV-14-03025; entitled E. Lynn Shoenmann,**
7 **Trustee v. City and County of San Francisco.**

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 E. Lynn Shoenmann, Trustee, v. City
12 and County of San Francisco, United States Bankruptcy Court, Northern District of California,
13 Case No. CV-14-03025 by the payment of \$45,500.

14 Section 2. The above-named action was filed in United States Bankruptcy Court,
15 Northern District of California on March 7, 2014, and the following parties were named in the
16 lawsuit: E. Lynn Shoenmann, Trustee, Plaintiff, and City and County of San Francisco,
17 Defendant.

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APPROVED AS TO FORM AND
RECOMMENDED:

DENNIS J. HERRERA
City Attorney



YVONNE R. MERE
Chief Attorney, Neighborhood and Resident
Safety Division

FUNDS AVAILABLE:



BEN ROSENFELD
Controller

LEGISLATION RECEIVED CHECKLIST

Date 1/21/15

File Number (if applicable) 150066

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

Supervisor, Mayor, and Departmental Submittals

Grant Ordinance

- Legislation: Original and 2 hard copies and 1 electronic copy in word format
- Signature: Department Head, Mayor or the Mayor's designee, plus the Controller
- Back-up materials: 2 full sets (see below) and 1 electronic copy in pdf format*
 - Cover letter (original and 1 hard copy)
 - Grant budget/application
 - Grant information form, including disability checklist
 - Letter of Intent or grant award letter from funding agency
 - Contract, Leases/Agreements (if applicable)
 - Ethics Form 126 (if applicable)*Word format
- E-Copy of legislation/back-up materials: Sent to BOS.Legislation@sfgov.org

Ordinance

- Legislation: Original and 2 hard copies and 1 electronic copy in word format
- Signature: City Attorney (For Settlement of Lawsuits - City Attorney, Department Head, Controller, Commission Secretary)
- Back-up materials: 2 hard copies (see below) and 1 electronic copy in pdf format
 - Cover letter (original and 1 hard copy)
 - Settlement Report/Agreement (for settlements)
 - Other (Explain)
- E-Copy of legislation/back-up materials: Sent to BOS.Legislation@sfgov.org

Grant Resolution

- Legislation: Original and 2 hard copies and 1 electronic copy in word format
- Signature: Department Head, Mayor or the Mayor's designee, plus the Controller
- Back-up materials: 2 hard copies (see below) and 1 electronic copy in pdf format*
 - Cover letter (original and 1 hard copy)
 - Grant budget/application
 - Grant information form, including disability checklist
 - Letter of Intent or grant award letter from funding agency
 - Contract, Leases/Agreements (if applicable)
 - Ethics Form 126 (if applicable)*Word format
- E-Copy of legislation/back-up materials: Sent to BOS.Legislation@sfgov.org

Resolution

- Legislation: Original and 2 hard copies and 1 electronic copy in word format
- Signature: None (Required for Settlement of Claims - City Attorney, Department Head, Controller, Commission Secretary)
- Back-up materials: 2 full sets (see below) and 1 electronic copy in pdf format
 - Cover letter (original and 1 hard copy)
 - Settlement Report/Agreement (for settlements)
 - Other (Explain)
- E-Copy of legislation/back-up materials: Sent to BOS.Legislation@sfgov.org

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

Clerk's Office/Forms/Legislation Received Checklist (6/2013) for more help go to: sfbos.org/about the board/general/legislative process handbook