

File No. 150482 Committee Item No. 3  
Board Item No. 7

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

Committee: Government Audit and Oversight Date July 9, 2015

Board of Supervisors Meeting

Date JULY 28, 2015

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 July 2, 2015  
Completed by: [Signature] Date JULY 15, 2015

1 [Settlement of Lawsuit - Dana Kess - \$96,000]

2  
3 **Ordinance authorizing settlement of the lawsuit filed by Dana Kess against the City and**  
4 **County of San Francisco for \$96,000; the lawsuit was filed on August 29, 2013, in**  
5 **California Superior Court, San Francisco Branch, Case No. CGC-13-531728, entitled**  
6 **Dana Kess v. Department of Recreation and Parks, City and County of San Francisco.**  
7

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

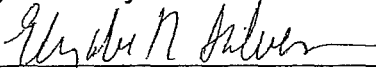
9 Section 1. Pursuant to Charter, Section 6.102(5), the Board of Supervisors hereby  
10 authorizes the City Attorney to settle the action entitled Dana Kess v. Department of  
11 Recreation and Parks, City and County of San Francisco, California Superior Court, San  
12 Francisco Branch, Case No. 13-531728, by the payment of \$96,000.

13 Section 2. The above-named action was filed in California Superior Court, San  
14 Francisco Branch, Case No. CGC-13-531728 on August 29, 2013, and the following parties  
15 were named in the lawsuit: Plaintiff Dana Kess and Defendant Department of Recreation and  
16 Parks, City and County of San Francisco.  
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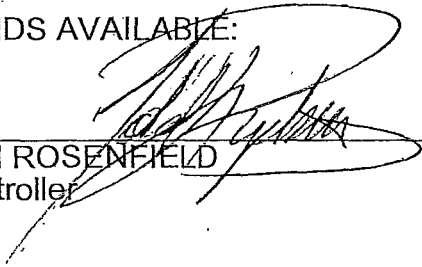
APPROVED AS TO FORM AND  
RECOMMENDED:

DENNIS J. HERRERA  
City Attorney



ELIZABETH SALVESON  
Chief Labor Attorney

FUNDS AVAILABLE:



BEN ROSENFELD  
Controller

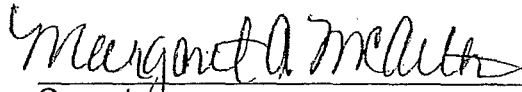
RECOMMENDED:

RECREATION AND PARK DEPARTMENT



PHIL GINSBURG  
General Manager

APPROVED:



Secretary,  
San Francisco Recreation and Park  
Commission

## LEGISLATION RECEIVED CHECKLIST

Date 5/7/15 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

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