

File No. 160899

Committee Item No. 2  
Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date September 21, 2016

Board of Supervisors Meeting

Date \_\_\_\_\_

#### Cmte Board

<input type="checkbox"/>	<input type="checkbox"/>	Motion
<input checked="" type="checkbox"/>	<input 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 type="checkbox"/>	Introduction Form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Department/Agency Cover Letter and/or Report
<input type="checkbox"/>	<input type="checkbox"/>	MOU
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Grant Information Form
<input checked="" 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)

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>Recreation and Park Commission Resolution</u>
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
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Completed by: Linda Wong

Date September 16, 2016

Completed by: Linda Wong

Date \_\_\_\_\_

1 [Accept and Expend Grant - San Francisco Parks Alliance - Parks Alliance Retroactive Grant  
2 for FY2014-2015 - \$84,202]

3 **Resolution retroactively authorizing the Recreation and Park Department to accept and**  
4 **expend a Grant from the San Francisco Parks Alliance to fund community events, staff**  
5 **development, recreation programming, and other activities from FY2014-2015 that**  
6 **together are valued at approximately \$84,202.**

7  
8 WHEREAS, Since 1971 the San Francisco Parks Alliance ("SFPA"), a non-profit  
9 organization, has been a partner of, fiscal sponsor to and philanthropic benefactor of the  
10 Recreation and Park Department ("RPD"), supporting San Francisco's parks, open spaces  
11 and recreation programs; and

12 WHEREAS, SFPA acts as a fiscal agent for RPD, including soliciting funds for RPD,  
13 and then managing approximately 50 small gift accounts on RPD's behalf; and

14 WHEREAS, Throughout each fiscal year SFPA contributes to RPD from these gift  
15 funds to help sustain a wide variety of RPD activities; and

16 WHEREAS, In FY2014-2015 SFPA contributed \$84,202 to RPD from these gift funds  
17 including \$19,630 to support RPD's four annual community events including the holiday tree  
18 lighting and Scaregrove; \$19,509 to support various staff development and appreciation  
19 activities; \$16,567 to support development of RPD's 2016-2020 Strategic Plan; \$12,041 to  
20 support the commemorative park bench program; \$5,033 to support adaptive recreation,  
21 including Camp Azure for children on the autism spectrum; \$4,635 to support the Natural  
22 Areas and Parks Volunteer programs; \$4,112 to support hosting the 2015 Greater and  
23 Greener International Urban Parks Conference; and \$2,675 to support recreation  
24 programming including Junior Tennis; and  
25

1 WHEREAS, RPD proposes to maximize use of available Grant funds on project  
2 expenditures by not including indirect costs in the Grant budget; and

3 WHEREAS, On April 21, 2016, the Recreation and Park Commission voted, by  
4 Resolution No. 1604-008, to recommend that the Board of Supervisors retroactively accept  
5 this Grant; now, therefore, be it

6 RESOLVED, That the Board of Supervisors retroactively approves the Grant, and  
7 authorizes the General Manager of the Recreation and Park Department to accept and  
8 expend the Grant and to perform all acts required of the City there under; and, be it

9 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of  
10 indirect costs in the grant budget; and, be it

11 FURTHER RESOLVED, That the Board of Supervisors authorizes the Recreation and  
12 Park General Manager to enter into any modifications to the Grant that the Recreation and  
13 Park General Manager determines, in consultation with the City Attorney, are in the best  
14 interests of the City and do not materially increase the obligations or liabilities of the City, are  
15 necessary or advisable to effectuate the purposes of the Grant or this Resolution, and are in  
16 compliance with all applicable laws, including the City's Charter.

1 Recommended:

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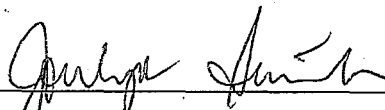
5 General Manager, Recreation and Park Department  
6  
7

8 Approved:

Approved:

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13 Mayor  
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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: SFPA Retroactive Grant for FY 2014-2015
2. Department: Recreation and Park Department
3. Contact Person: Nathan Tinclair, Assistant Director of Partnerships      Telephone: 415-831-6842
4. Grant Approval Status (check one):

☒ Approved by funding agency

☐ Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$84,202

6a. Matching Funds Required: \$0

b. Source(s) of matching funds (if applicable): N/A

7a. Grant Source Agency: San Francisco Parks Alliance (SFPA)

b. Grant Pass-Through Agency (if applicable): N/A

8. Proposed Grant Project Summary:

To support a variety of Department programs and operations in FY2014-2015.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: 7/1/14 End-Date: 6/30/15

10a. Amount budgeted for contractual services: \$0

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

11a. Does the budget include indirect costs?

☐ Yes

☒ No

b1. If yes, how much?

b2. How was the amount calculated?

c1. 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):

c2. If no indirect costs are included, what would have been the indirect costs? \$4,210

12. Any other significant grant requirements or comments:

**\*\*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:

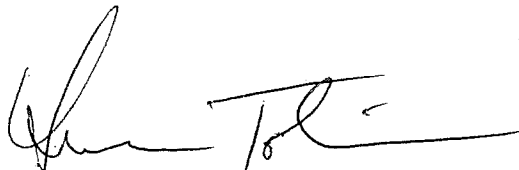
Comments:

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

Lucas Tobin  
(Name)

ADA Coordinator for Programmatic Access  
(Title)

Date Reviewed: 5/4/16

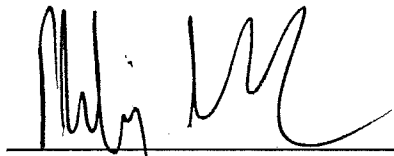
  
(Signature Required)

**Department Head or Designee Approval of Grant Information Form:**

Philip A. Ginsburg  
(Name)

General Manager, Recreation and Park Department  
(Title)

Date Reviewed: 5/6/16

  
(Signature Required)

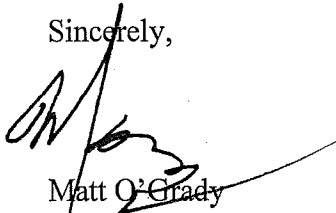
May 25, 2016

Nathan Tinclair  
Assistant Director of Partnerships  
San Francisco Recreation and Park Department  
City & County of San Francisco  
McLaren Lodge in Golden Gate Park  
501 Stanyan Street  
San Francisco, CA 94117  
(415) 831-6842  
[nathan.tinclair@sfgov.org](mailto:nathan.tinclair@sfgov.org)

Dear Mr. Tinclair:

I am confirming that San Francisco Parks Alliance (SFPA) contributed \$84,202.02 to the Recreation and Parks Department in Fiscal Year 2014 (July 1, 2014 to June 30, 2015) from several gift funds, held on RPD's behalf by SFPA, as fiscal agent. The purpose of these contributions is to support a wide variety of activities at RPD.

Sincerely,



Matt O'Grady  
Chief Executive Officer  
San Francisco Parks Alliance  
1663 Mission Street, Suite 320  
San Francisco, CA 94103  
[matt@sfparksalliance.org](mailto:matt@sfparksalliance.org)



Edwin M. Lee, Mayor  
Philip A. Ginsburg, General Manager

SFPA Retroactive FY 2014-15  
Grant Budget

Annual Community Events	\$19,630
Staff Development and Appreciation Activities	\$19,509
Strategic Plan Development	\$16,567
Commemorative Park Bench Program	\$12,041
Adaptive Recreation	\$5,033
Natural Areas and Volunteer Programs	\$4,635
Hosting Greater and Greener 2015 Urban Parks Conference	\$4,112
Recreation Programs, incl. Junior Tennis	\$2,675

Total: \$84,202



**RECREATION AND PARK COMMISSION**  
**City and County of San Francisco**  
**Resolution No. 1604-008**

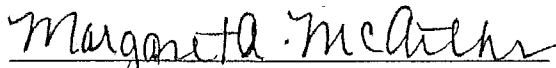
**ACCEPTANCE OF GRANTS**

**RESOLVED**, That this Commission does: 1) accept from CommunityGrows an in-kind grant valued at approximately \$23,582 to provide capital improvements to Koshland Community Garden; 2) accept from Kaiser Permanente a cash grant of \$20,000 to sponsor the Recreation and Park Department's 2016 Seasonal Events; 3) accept from the Hardly Strictly Bluegrass Festival a cash grant of \$25,000 to support an irrigation maintenance project at Lloyd Lake in Golden Gate Park; and 4) to recommend that the Board of Supervisors retroactively authorize the Department to accept and expend in-kind grants from the San Francisco Parks Alliance to fund community events, staff development, recreation programming, and other activities that together are valued at approximately \$84,202.

Adopted by the following vote:

Ayes	6
Noes	0
Absent	0

I hereby certify that the foregoing resolution  
was adopted at the Recreation and Park  
Commission meeting held on April 21, 2016.

  
Margaret A. McArthur, Commission Liaison



Edwin M. Lee, Mayor  
Philip A. Ginsburg, General Manager

**TO:** Angela Calvillo, Clerk of the Board of Supervisors

**FROM:** Nathan Tinclair, SF Recreation and Parks Partnerships

**DATE:** May 31, 2016

**SUBJECT:** Accept and Expend Grant Resolution for SFPA Retroactive Grant for FY 2014-15

**GRANT TITLE:** SFPA Retroactive Grant for FY 2014-15

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Attached please find the original and 4 copies of each of the following:

- ☒ Proposed grant resolution; original signed by Department, Mayor, Controller
- ☒ Grant Information form, including disability access check list
- ☒ Grant award letter
- ☒ Project Budget
- ☒ Rec Park Commission Resolution No. 1604-008

**Special Timeline Requirements:**

**Departmental representative to receive a copy of the adopted resolution:**

Name: Nathan Tinclair

Phone: 415-831-6842

Interoffice Mail Address: [nathan.tinclair@sfgov.org](mailto:nathan.tinclair@sfgov.org)

Certified copy required: Yes ☐

No ☒

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).

# Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp  
or meeting date

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 [ ] inquires"
- ☐ 5. City Attorney request.
- ☐ 6. Call File No. [ ] from Committee.
- ☐ 7. Budget Analyst request (attach written motion).
- ☐ 8. Substitute Legislation File No. [ ]
- ☐ 9. Reactivate File No. [ ]
- ☐ 10. Question(s) submitted for Mayoral Appearance before the BOS on [ ]

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 a Imperative Form.**

**Sponsor(s):**

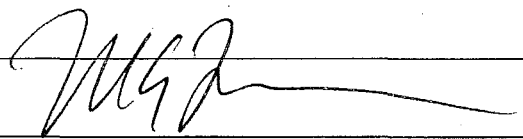
Supervisor Mark Farrell

**Subject:**

Accept and Expend Grant - San Francisco Parks Alliance - SFPA Retroactive Grant for FY 2014-2015 - \$84,202

**The text is listed below or attached:**

Attached.

Signature of Sponsoring Supervisor: 

**For Clerk's Use Only:**

