File	No.	170753

Committee Item No.	_10
Board Item No.	7

# **COMMITTEE/BOARD OF SUPERVISORS**

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AGENDAT AGRET CONTENTS EIGT						
•	Government Audit and Oversigh pervisors Meeting:	_	Date: July 17, 2017  Date: July 25, 2017			
Cmte Board	d ,					
	Cmte Board    Motion   Resolution   Ordinance   Legislative Digest   Budget and Legislative Analyst   Youth Commission Report   Introduction Form   Department/Agency Cover Lette   MOU   Grant Information Form   Grant Budget   Subcontract Budget   Contract/Agreement   Form 126 – Ethics Commission   Award Letter   Application   Public Correspondence		er and/or Report			
OTHER						
	Committee Report Sent Memo - Committee Report Request Men					
Prepared by: John Carroll Date: July 14, 2017 Prepared by: John Carroll Date: July 20, 2017						

Ordinance authorizing settlement of the lawsuit filed by Pedro Figueroa Zarceno against the City and County of San Francisco for \$190,000; the lawsuit was filed on January 17, 2017, in United States District Court for the Northern District of California,

Case No. 17-cv-00229 JST; entitled <u>Pedro Figueroa Zarceno v. City and County of San</u>

Francisco, et al.; the lawsuit involves unlawful arrest.

[Settlement of Lawsuit - Pedro Figueroa Zarceno - \$190,000]

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

Section 1. Pursuant to Charter Section 6.102(5), the Board of Supervisors hereby authorizes the City Attorney to settle the action entitled <u>Pedro Figueroa Zarceno v. City and County of San Francisco, et al.</u>, United States District Court for the Northern District of California, Case No. 17-cv-00229 JST by the payment of \$190,000. The lawsuit involves unlawful arrest.

Section 2. The above-named action was filed in United States District Court on January 17, 2017, and the following parties were named in the lawsuit: Plaintiff Pedro Figueroa Zarceno; Defendants City and County of San Francisco; Acting Chief of Police Toney Chaplin; Sheriff Vicki Hennessey; Sergeant Trevor Kelly; Sergeant Eric Balmy; Officer Kevin Clifford; Nicole Chambers; Dayna Thibeaux.

City Attorney
BOARD OF SUPERVISORS

Page 1

1	APPROVED AS TO FORM AND RECOMMENDED:
2	DENNIS J. HERRERA
3	City Attorney
4	CHEDYLADAMS (4)
5	CHERYL ADAMS Chief Trial Deputy
6	FUNDS AVAILABLE:
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8	BEN ROSENFIELD
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RECOMMENDED:

SAN FRANCISCO POLICE DEPARTMENT

WILLIAM SCOTT Chief

APPROVED:

Secretary, San Francisco Police Commission

City Attorney **BOARD OF SUPERVISORS** 

25

#### **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

# GOVERNMENT AUDIT AND OVERSIGHT COMMITTEE

## SAN FRANCISCO BOARD OF SUPERVISORS

TO:

Supervisor Jane Kim, Chair

Government Audit and Oversight Committee

FROM:

John Carroll, Assistant Clerk, Government Audit and Oversight Committee

DATE:

July 17, 2017

SUBJECT:

**COMMITTEE REPORT, BOARD MEETING** 

Tuesday, July 18, 2017

The following file should be presented as a **COMMITTEE REPORT** at the Board meeting, Tuesday, July 18, 2017. This item was acted upon at the Government Audit and Oversight Committee Meeting on July 17, 2017 at 12:00 p.m., by the votes indicated.

Item No. 50 File No. 170753

Ordinance authorizing settlement of the lawsuit filed by Pedro Figueroa Zarceno against the City and County of San Francisco for \$190,000; the lawsuit was filed on January 17, 2017, in United States District Court for the Northern District of California, Case No. 17-cv-00229 JST; entitled Pedro Figueroa Zarceno v. City and County of San Francisco, et al.; the lawsuit involves unlawful arrest.

RECOMMENDED AS COMMITTEE REPORT:

Vote: Supervisor Jane Kim - Aye Supervisor Aaron Peskin - Aye Supervisor London Breed - Aye

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

Member, Board of Supervisors District 6



City and County of San Francisco

# JANE KIM 金貞妍

DATE:

July 12, 2017

TO:

Angela Calvillo

Clerk of the Board of Supervisors

FROM:

Supervisor Kim

Chairperson

RE:

Government Audit and Oversight Committee

COMMITTEE REPORT

Pursuant to Board Rule 4.20, as Chair of the Government Audit and Oversight Committee, I have deemed the following matters are of an urgent nature and request they be considered by the full Board on Tuesday, July 18, 2017, as Committee Reports:

### File No. 170727

Settlement of Lawsuit - Alfred Fred Pittman - \$30,000 Ordinance authorizing settlement of the lawsuit filed by Alfred Fred Pittman

against the City and County of San Francisco for \$30,000; the lawsuit was filed on June 20, 2013, in United States District Court, Case No. 13-CV-02095; entitled Alfred Fred Pittman v. City and County of San Francisco; the lawsuit involves alleged civil rights violations.

### File No. 170728

Settlement of Lawsuit - Barbara Burke and Miles Burke - \$65,000

Ordinance authorizing settlement of the lawsuit filed by Barbara Burke and Miles Burke against the City and County of San Francisco for \$65,000; the lawsuit was filed on May 20, 2015, in San Francisco Superior Court, Case No. CGC-15-545917; entitled Barbara Burke and Miles Burke v. City and County of San Francisco, Does 1-10; the lawsuit involves personal injury from an alleged dangerous condition of public property.

#### Settlement of Lawsuit - San Francisco Apartment Association, et File No. 170729 al. - \$130,440

Ordinance authorizing settlement of the lawsuit filed by San Francisco Apartment Association, Coalition For Better Housing, and San Francisco Association of Realtors against the City and County of San Francisco for \$130,440; the lawsuit was filed on January 28, 2014, in San Francisco Superior Court, Case No. CPF-14-513452; entitled San Francisco Apartment Association, et al. v. City and County of San Francisco; the lawsuit involves a claim for attorney's fees and costs following Petitioners' challenge to Section 317(e)(4) of Ordinance No. 287-13 on the grounds it is preempted by the state Ellis Act.

City Hall • 1 Dr. Carlton B. Goodlett Place • Room 244 • San Francisco, California 94102-4689 • (415) 554-7970 Fax (415) 554-7974 • TDD/TTY (415) 554-5227 • E-mail: Jane.Kim@sfgov.org

# Member, Board of Supervisors District 6



City and County of San Francisco

### JANE KIM

金貞妍

### File No. 170730 Settlement of Lawsuit - Jose H. Lima Osorio - \$57,500

Ordinance authorizing settlement of the lawsuit filed by Jose H. Lima Osorio against the City and County of San Francisco for \$57,500; the lawsuit was filed on March 9, 2016, in San Francisco Superior Court, Case No. CGC-16-550862; entitled Jose H. Lima Osorio v. City and County of San Francisco, et al.; the lawsuit involves alleged personal injuries when plaintiff was struck by a vehicle while in the crosswalk.

# File No. 170731 Settlement of Lawsuit - BHR Operations LLC, dba Crowne Plaza and dba Holiday Inn Fisherman's Wharf, et al. - \$1,613,554.74

Ordinance authorizing settlement of two lawsuits filed by BHR Operations LLC. dba Crowne Plaza and dba Holiday Inn Fisherman's Wharf, et al. against the City and County of San Francisco for \$1,613,554.74 to be distributed as follows: BHR Operations LLC \$379,969.68, Hotel Nikko of San Francisco Inc. \$201,741.40, Datam S.F. LLC \$277,953.69, RP/Kinetic Parc 55 Owner, LLC \$25,601.63, S.F. Hilton LLC \$447,301.52, W2005 Argent Hotel Realty LLC \$42,857.19, British Airways Plc \$163,369.38, Cathay Pacific Airways Ltd \$74,760.25; the lawsuits were filed in San Francisco Superior Court, as Case No. CGC-10-498514 entitled BHR Operations LLC, dba Crowne Plaza and dba Holiday Inn Fisherman's Wharf, et al. v. City and County of San Francisco, et al. filed on April 9, 2010, and Case No. CGC-10-505526 entitled British Airways Plc v. City and County of San Francisco, et al. filed on November 19, 2010; other material terms of the settlement include the City's retaining transient occupancy taxes collected by the Tax Collector, and the plaintiffs' agreement to pay transient occupancy taxes in the future according to the Tax Collector's regulations; the lawsuits involve a dispute between the City and the hotel and airline industry about whether airline crew rooms are exempt from the City's transient occupancy tax.



City and County of San Francisco

# JANE KIM 金貞妍

### File No. 170732 Settlement of Lawsuit - Betsy Isabel Ayala - \$75,000

Ordinance authorizing settlement of the lawsuit filed by Betsy Isabel Ayala against the City and County of San Francisco for \$75,000; the lawsuit was filed on July 7, 2015, in San Francisco Superior Court, Case No. CGC-15-546742; entitled Betsy Isabel Ayala v. City and County of San Francisco, et al.; the lawsuit involves alleged personal injury on a City street.

### File No. 170752 Settlement of Lawsuit - Zhen Qiang Zhang - \$75,000

Ordinance authorizing settlement of the lawsuit filed by Zhen Qiang Zhang against the City and County of San Francisco for \$75,000; the lawsuit was filed on November 13, 2014, in San Francisco Superior Court, Case No. CGC-14-542708; entitled Zhen Qiang Zhang v. City and County of San Francisco, et al.; the lawsuit involves an employment dispute.

### File No. 170753 Settlement of Lawsuit - Pedro Figueroa Zarceno - \$190,000

Ordinance authorizing settlement of the lawsuit filed by Pedro Figueroa Zarceno against the City and County of San Francisco for \$190,000; the lawsuit was filed on January 17, 2017, in United States District Court for the Northern District of California, Case No. 17-cv-00229 JST; entitled Pedro Figueroa Zarceno v. City and County of San Francisco, et al.; the lawsuit involves unlawful arrest.

### File No. 170754 Settlement of Lawsuit - Stuart Kohler - \$75,000

Ordinance authorizing settlement of the lawsuit filed by Stuart Kohler against the City and County of San Francisco for \$75,000; the lawsuit was filed on November 8, 2016, in United States District Court, Case No. 16-CV-6502; entitled Stuart Kohler v. City and County of San Francisco et al.; the lawsuit involves alleged civil rights violations.

### File No. 170794 Settlement of Lawsuit - Sarah Loomis - \$95,000

Ordinance authorizing settlement of the lawsuit filed by Sarah Loomis against the City and County of San Francisco for \$95,000; the lawsuit was filed on February 19, 2016, in San Francisco Superior Court, Case No. CGC-16-550399; entitled Sarah Loomis v. Nathaniel David Mansker, City and County of San Francisco, et al.; the lawsuit involves alleged personal injury from vehicle collision.

# Member, Board of Supervisors District 6



City and County of San Francisco

# JANE KIM

# 金貞妍

### File No. 170795

### Settlement of Lawsuit - Sonia Meyerson - \$52,500

Ordinance authorizing settlement of the lawsuit filed by Sonia Meyerson against the City and County of San Francisco for \$52,500; the lawsuit was filed on April 22, 2015, in San Francisco Superior Court, Case No. CGC-15-545451; entitled Sonia Meyerson v. City and County of San Francisco, et al.; the lawsuit involves alleged personal injury on a City street.

### File No. 170796

#### Settlement of Lawsuit - Bernard Sandoval - \$120,000

Ordinance authorizing settlement of the lawsuit filed by Bernard Sandoval against the City and County of San Francisco for \$120,000; the lawsuit was filed on June 25, 2015, in San Francisco Superior Court, Case No. CGC 15-546562; entitled Bernard Sandoval v. City and County of San Francisco; the lawsuit involves an employment dispute.

### File No. 170797

### Settlement of Lawsuit - Paula Ginsburg - \$225,000

Ordinance authorizing settlement of the lawsuit filed by Paula Ginsburg against the City and County of San Francisco for \$225,000; the lawsuit was filed on February 17, 2016, in San Francisco Superior Court, Case No. CGC-16-550470; entitled Paula Ginsburg v. City and County of San Francisco, and Does 1 to 25, Inclusive; the lawsuit involves alleged personal injury on a City sidewalk adjacent to Alta Plaza Park.

These matter will be heard in the Government Audit and Oversight Committee on July 17, 2017, at 12:00 p.m.

From:

Board of Supervisors, (BOS)

Sent: To:

Friday, July 07, 2017 8:40 AM

Cc:

norma.vee@sbcglobal.net

Subject:

BOS-Supervisors: Carroll, John (BOS)

FW: tell me its not true - possible \$190K settlement for police doing their job? File No. 170753

Categories:

170753

Hello,

Thank you for your email. It has been sent to the Board Members and will appear in the Petitions and Communication pages of our July 18, 2017 agenda. Looping in the Government Audit and Oversight Committee Clerk to add it to the official file.

Regards,

**Board of Supervisors** 

1 Dr. Carlton B. Goodlett Place, City Hall, Room 244

San Francisco, CA 94102-4689

Phone: (415) 554-7703 | Fax: (415) 554-5163 Board.of.supervisors@sfgov.org | 415-554-5184

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**From:** norma yee [mailto:norma.yee@sbcglobal.net]

Sent: Thursday, July 06, 2017 10:41 PM

To: Board of Supervisors, (BOS) <board.of.supervisors@sfgov.org>

Subject: tell me its not true - possible \$190K settlement for police doing their job?

sf supervisors,

stop the insanity of adding to all the ridiculous lawsuits already plaquing our city.

recind the 'payout for cooperating with ICE in our sanctuary city'. it does NOT make sense to spend our tax dollars in this way when it could be used to help the homeless families/children & veterans.

i do not want families separated due to one's undocumented status either.....but this is dumb.

norma sf tax payer / voter

From:

Board of Supervisors, (BOS)

Sent:

Wednesday, July 05, 2017 4:36 PM

To: Cc: rdandolo@aol.com

Carroll, John (BOS)

Subject:

FW: Mental illness in city government!

Categories:

170753

Hello,

Thank you for your email. It has been sent to the Board Members and will appear in our Petitions and Communications section of our July 18, 2017 Board Meeting agenda. Looping in the Government Audit and Oversight Committee Clerk to add to the official file.

Regards,

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From: Rich Dandolo [mailto:]

Sent: Saturday, July 01, 2017 6:50 AM

To: Board of Supervisors, (BOS) <box>
<br/>
<br/>
Soard.of.supervisors@sfgov.org>

**Subject:** Mental illness in city government!

Respectfully, I have to say I'm absolutely appalled and disgusted that the City of San Francisco would award one hundred and ninety thousand Tax Payer dollars to an Illegal Alien! Enforcing Federal Law is now a crime in San Francisco, with huge rewards given to the real criminals? This is a massive slap in the face to every legal resident of California! When I heard the story on the news last night, it has literally kept me up for most of the night. I couldn't sleep, I was just so angry, outraged and totally baffled. In what bizarre, backwards universe could this ever be logically justified?

Sincerely,

Rich Dandolo Santa Cruz Suspension 408 Trevethan Ave. Santa Cruz, CA. 95062 831-460-9434 www.santacruzsuspension.com

From:

Board of Supervisors, (BOS)

Sent:

Wednesday, July 05, 2017 4:35 PM

To:

cardozo4@earthlink.net

Cc: Subject: Carroll, John (BOS) FW: Pedro Figueroa-Zarceno

Categories:

170753

Hello,

Thank you for your email. It has been sent to the Board Members and will appear in our Petitions and Communications section of our July 18, 2017 Board Meeting agenda. Looping in the Government Audit and Oversight Committee Clerk to add to the official file.

Regards,

**Board of Supervisors** 

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**From:** cardozo4@earthlink.net [mailto:cardozo4@earthlink.net]

Sent: Saturday, July 01, 2017 3:16 PM

**Subject:** Pedro Figueroa-Zarceno

I am writing to OPPOSE the payment to Pedro Figueroa-Zarceno.

Linda Cardozo

From:

Board of Supervisors, (BOS)

Sent:

Wednesday, July 05, 2017 4:33 PM

To:

hawthornep@hotmail.com

Cc:

Carroll, John (BOS)

Subject:

FW: NO SETTLEMENT FOR FIGEROA-ZARCENO!

Categories:

170753

Hello,

Thank you for your email. It has been sent to the Board Members and will appear in our Petitions and Communications section of our July 18, 2017 Board Meeting agenda. Looping in the Government Audit and Oversight Committee Clerk to add to the official file.

Regards,

From: Pam Hawthorne [mailto:hawthornep@hotmail.com]

Sent: Sunday, July 02, 2017 5:24 PM

**Subject:** NO SETTLEMENT FOR FIGEROA-ZARCENO!

Illegal immigrants have no right to sue our government. They are here ILLEGALLY.

CA natives like me did not vote for our state to be a sanctuary state nor the city of San Francisco to be one either. I do not agree to have any of my tax monies be paid to illegal immigrants. Why do illegal immigrants get free services that CA citizens do not? So tired of this nonsense. Smarten up!

You all are looked upon as fools from all over the world! STOP THIS INSANITY!

Pam Hawthorne CA native

From:

Board of Supervisors, (BOS)

Sent:

Wednesday, July 05, 2017 3:46 PM

To: Cc: mr.zydeco@yahoo.com Carroll, John (BOS)

Subject:

FW: The story of Mr Figueroa-Zarcena

Categories:

170753

Hello,

Thank you for your email. It has been sent to the Board Members and will appear in our Petitions and Communications section of our July 18, 2017 Board Meeting agenda. Looping in the Government Audit and Oversight Committee Clerk to add to the official file.

Regards,

### **Board of Supervisors**

1 Dr. Carlton B. Goodlett Place, City Hall, Room 244 San Francisco, CA 94102-4689 Phone: (415) 554-7703 | Fax: (415) 554-5163 Board.of.supervisors@sfgov.org | 415-554-5184

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----Original Message----

From: David Nadler [mailto:mr.zydeco@yahoo.com]

Sent: Wednesday, July 05, 2017 8:43 AM

Subject: The story of Mr Figueroa-Zarcena

Dear Supervisors,

The story of Mr. Figueroa-Zarcena pushes two hot buttons for me.

The first of these is San Francisco's execrable practices regarding the recovery of stolen cars. I'm reminded of the story of the working woman several years ago whose old car was stolen and recovered in San Francisco. Because she was at work, she could not meet the unreasonable deadline of one half-hour (or maybe even less!) to come pick up her car.

She could not afford the towing and storage charges, and after her car was auctioned off, she owed money because the proceeds of the auction did not cover her towing and storage charges.

In the present matter, a part of Mr. Figueroa-Zarcena's suffering is due not to a violation of the sanctuary city policy, but rather to this same city policy of predation on the poor and lower middle classes whenever one of their motor vehicles is stolen and recovered. So don't you dare try to impute Mr. Figueroa-Zarcena's loss of his truck to a violation of the city's sanctuary policy. That's 100% a result of your policies that are nothing more than predation on the poor and lower middle classes whenever one of their stolen motor vehicles is recovered in San Francisco. These policies are beyond outrageous, and if you can't fix them legislatively, look for an exercise of Direct Democracy coming very soon to a ballot box near you.

So much for hot button number one.

The second hot button is that the amount of the settlement negotiated is excessive. Mr. Figueroa-Zarcena might have been taken into custody on his civil deportation warrant at any time by Federal agents, and so it's just not fair to the taxpayers of San Francisco that we compensate him for his Federal incarceration. The amount of this settlement will accomplish absolutely nothing towards the stated purpose of "making sure that San Francisco's sanctuary policies are strictly observed": the only way to do that is to have to severe consequences for law enforcement officers who violate them.

As someone who pays local taxes, I feel entitled to ask how much of this settlement is going as fees to the Asian Law Caucus. The mission statement of this organization is "to promote, advance, and represent the legal and civil rights of Asian and Pacific Islander communities".

Last time I looked, Asian and Pacific Islander communities do not include Ecuador. As a local taxpayer, then, I feel compelled to ask how much of this munificent award of \$190,000 is slated to go the Asian Law Caucus as fees. One is also struck by the peculiar amount: is \$200,000 or above some kind of threshold where the rules become different? The Caucus gets funding in the form of grants from many offices of San Francisco local government. Given that, is it really unreasonable to ask whether all this is partly an exercise in stealth funding of the Asian Law Caucus? To the extent that this might be happening, you are not using city funds properly.

Even taking into account Mr. Figueroa-Zarcena's two month incarceration and loss of his truck, I feel that the amount of \$190,000 is excessive.

Each of you will soon vote whether to ratify this proposed settlement.

You may feel that most of your constituents would favor it because they favor the sanctuary city policy, and so you will vote to ratify. My main purpose here is to point out that even some supporters of the sanctuary city policy will agree with the points that I have made here. Add them to those oppose the policy, and you will see that he seemingly obvious vote to ratify in fact comes with considerable political peril.

I urge you to vote against ratification and to tell Mr. Herrera that he cannot agree to more than say, \$20,000 plus the cost of a new truck for Mr Figueroa-Zarcena, and \$10,000 in fees for the Asian Law Caucus. Such a settlement is completely fair to him, and is much fairer to us taxpayers.

Well, there you have hot button number two.

Respectfully submitted,

David Nadler

Resident of Russian Hill for 15 years

<sup>&</sup>quot;J'aime les chats parce que j'aime ma maison, et que peu à peu ils en devienent l'âme visible." -- Jean Cocteau

From:

Board of Supervisors, (BOS)

Sent:

Wednesday, July 05, 2017 3:42 PM

To: Cc: leanaalba@gmail.com Carroll. John (BOS)

Subject:

FW: law suit for undocumented ICE detainee

Categories:

170753

Hello,

Thank you for your email. It has been sent to the Board Members and will appear in our Petitions and Communications section of our July 18, 2017 Board Meeting agenda. Looping in the Government Audit and Oversight Committee Clerk to add to the official file.

Regards,

**Board of Supervisors** 

1 Dr. Carlton B. Goodlett Place, City Hall, Room 244

San Francisco, CA 94102-4689

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From: L. Alba [mailto:leanaalba@gmail.com] Sent: Wednesday, July 05, 2017 8:32 AM

To: Board of Supervisors, (BOS) <board.of.supervisors@sfgov.org>

Subject: law suit for undocumented ICE detainee

Creating a sanctuary City where undocumented people are free to report crimes without Federal harassment is a sane idea for a city looking to manage crime. What is insane and a very bad precedent would be to pay this undocumented person a large sum of taxpayer dollars ,simply because a police officer called ICE. Fire the police officer if you want to make a punitive example but do not start handing out hard earned cash to people who are here undocumented . what the hell would we be thinking. The Mayor clearly does not have his constituents in mind by opening the doors to this kind of scam.

I was born and raised in San Francisco and I hail from Irish Mexican descent. My grandfather came here and went through the process to become a citizen should we not expect the same from other immigrants.

Leana Alba

[ ] 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		1.	LEGISLA	ATION RECEI	VED CHE	ECKLIS I	~ `	
Legislation Pending in Committee (AMENDED)    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 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   Ecopy of legislation/supporting documents: Sent to BOS.Legislation@sfgov.org   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   Legislation: Original, 1 hard copy, and 1 electronic copy in Word format   Stetlement Report/Agreement (for settlements)   Other support documents as identified in the cover letter and legislation@sfgov.org   Grant Resolution   Legislation: Original, 1 hard copy, and 1 electronic copy in Word format   Supporting documents: 1 full set, and separate pdf copies of each in email   Cover letter (original)   Grant budget/application	Date	6/14/	7	File Number (	if applicab	ole)	110753	<u> </u>
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Clerk's Office/Forms/Legislation Received Checklist (1/2015) for more help go to: sfbos.org/about the board/general/legislative process handbook