



under the dome

A City Hall Building Management newsletter created specifically for City employees

Volume 1, Issue 8
November/December 2006

City Hall Building Management
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San Francisco, CA 94102
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Dear Tenants:

The feedback that we have received for publishing "Under the Dome", the monthly Building Management Newsletter here at City Hall has been tremendous. Many people have written to us about how they anxiously await the new version every month! These comments are so great to hear, so for that we thank you.

As we continue to expand and improve the "Under the Dome" content and mission, I would like to introduce to you a new facet of the newsletter that you will see in the UPCOMING issues. Every month will feature a "SHAPE UP" section which will provide tips, direction and ideas to finding success in leading a healthy lifestyle.

Our mission has always been to provide the tenants of City Hall with valuable and interesting information to keep you better informed of your workplace surroundings, supports, and amenities. At this time we are also committing ourselves to assisting in fostering a happy, healthy work environment for the most valuable resource the City has—its employees. While providing you with useful information, we would also like to make this newsletter fun and interactive by providing articles that pertain to everyone. Please feel free to continue to offer us feedback on our publications. Our success depends on your satisfaction!

Regards,

Lesley Giovannelli

BUILDING SERVICES MANAGER
CITY HALL BUILDING MANAGEMENT

We Welcome your Feedback!

City employees can send
"under the dome" questions
and suggestions to
lesley.giovannelli@sfgov.org

STEP BY STEP

Get bored at the gym using the same old stairmaster? Check out these San Francisco outdoor locations for stair climbing in the fresh air with panoramic views:

Kezar Stadium, Golden Gate Park between Kezar Drive and Frederick Street. At this handsomely rebuilt stadium, 20 rows of 35 steps ascend the bleachers above an eight-lane running track. Many runners here combine step climbs with longer jogs around the track or through the park. The stadium is open daily from dawn to dusk, except when sporting events are held; for event information, call (415) 753-7032.



Lyon Street steps, between Green Street and Broadway. This historic "stairway street," built in 1916, begins with a steep set of 62 steps, followed by a more forgiving set of 63 steps. Then a curving balustrade guides you up 35 steps into what could be the garden of a Florentine palazzo. Head up 128 more steps, past flower gardens and manicured hedges, to Broadway. An iron gate opens into the Presidio, where you can continue your running or walking workout. Or, go a block east to Baker Street, where a narrow stairway descends 206 steps to Vallejo Street and another 163 steps to Green Street.

Filbert Street steps, above Sansome Street. Another of the city's venerable stairways, it scales the sheer eastern face of Telegraph Hill in 377 steps. An initial stretch of steeply climbing concrete gives way to a charming set of wooden steps that lead through the verdant, hushed domain of the Grace Marchant flower garden and past tiny Napier Lane, a plank walk leading to 19th-century cottages. Cross Montgomery Street, and take a stairway to Coit Tower and a panoramic view of the city and bay. ✨

This Month in November's Past

- + **Nov 7, 1956**--First Emergency special session of the General Assembly meets on the Suez Canal crisis and, on November 5th, decides to establish the first UN peace-keeping force--the UN Emergency Force (UNEF)
- + **November, 1932**--The District (GGB?) awards contracts totaling \$23,843,905 for the construction of the Golden Gate Bridge
- + **November 19, 1970**---Golden Gate Park Conservatory becomes and California state historical landmark
- + **November 21st, 1934**--Though Joe DiMaggio was slowed by a knee injury last season, the New York Yankees think enough of the centerfielder to acquire him from the San Francisco Seals for five players to be named later and cash, reportedly between \$25,000 and \$50,000
- + **November 1990**-- Larry Bird becomes the fifth player in NBA history to reach 20,000 points with 5,000 assists

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SHAPEUP WALKING CHALLENGE

Watch Us Walk the Coast of California

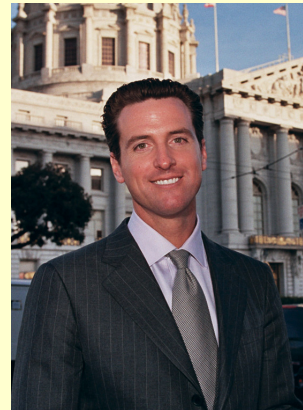


Mayor Newsom challenges you and your family to Shape Up with his first annual walking challenge starting October 4, 2006.

Take our 12-week Shape Up Walking Challenge and walk the entire California Coast and possibly the Globe!

The Shape up SF Walking Challenge asks a team of 25 to 30 people to take weekly walks together—and for individual team members to walk on their own—with a goal of accumulating enough miles to walk 1016 miles over the 12 weeks from October 3 to December 24 (this amounts to the mileage along the California coast from the Mexican border to the Oregon border). There will be more than 40 programs participating and our overall goal is to walk the entire globe over 25,000 miles—possibly twice!

Teams are forming now at recreation centers, afterschool programs, community centers and businesses. Please consider starting a team at your work or school, or joining a neighborhood team at one of 11 recreation centers around the City. Each time your group takes a walk, you enter the distance your group walked on our website. We track how far you've walked and show you where you are on a map of California. To enroll click, How do I start?



We invite your family to participate in our Shape Up Walking Challenge. You can track activities such as walking, running, biking, playing basketball, dancing, and swimming on weekends or after school by using our Activity Tracking Form. Activities you do with your family can count towards your team's total mileage. For example, if a family of three walks 20 minutes after school

that counts as three miles (1 mile x 3 people). All activity information should be provided to a Team Leader.

There's More to the Challenge

The Shape up San Francisco Walking Challenge is the one activity of a larger Shape up SF Initiative. Created by a partnership of City departments and community-based organizations, Shape up SF creates environments that support healthy eating and active living in San Francisco by providing fun, motivating and accessible opportunities for people who live and work in San Francisco to get physically active. What is Shape Up SF?

The Shape Up Walking Challenge is an activity that has been adapted from the "Walk Your State" SPARK curriculum.

*For more information and to register your team, go to www.shapeupsf.org. **

Special Olympic Qualifier

Held in October for ages 10-adult.
For information call Andy at 552-2663 x24.

OTHER SHAPE UP RESOURCES

Healthy Cooking

Learn how to prepare healthy meals!

www.epicurious.com/cooking/healthy/

Smoking Cessation Clinic

SF General Hospital Smoking Cessation and Relapse Prevention Program. Free meetings at 1001 Portrero Avenue. Call 206-5449 or www.sfsmokefree.org for more info.

2007 San Francisco Marathon!

Enjoy the amazing views of the City while running 26 miles. Choose from the marathon, half marathon or 5K run/walk. Log onto

www.runsfm.com/home.html for info.

Get your Flu shot...



Not the Flu!
Starting October 02, 2006 at \$25/shot
Schedule your appointment
NOW online
@ www.sfdph.org/aitc
It's quick and simple!
Or call us at 415.554.2863

for an appointment
**Flu Clinic: 101 Grove St,
Room 300, SF CA 94102**

AITC ADULT IMMUNIZATION
& TRAVEL CLINIC



RECHARGEABLE BATTERIES



Will they work for you?

Rechargeable batteries can save money and resources, but they are not always a safe choice.

When to Use Rechargeable Batteries

Rechargeable batteries are a good choice for most day-to-day office applications such as wireless mice/keyboards, telephone headsets, tape recorders and radios, pagers, cameras, adding machines, walkie-talkies, and more. They are ideal for these frequently used items. Use them in remote controls, wireless mice, and other non-emergency low-power-use devices. Batteries will need re-charging every month or two in these and other low-power-use devices.

When NOT to Use Rechargeable Batteries

They should NOT be used for emergency equipment. Because they lose up to 1% of their power capacity per day, NiMHs are not good choices for the following:

- Emergency equipment (ie: flashlights, radios, emergency medical devices, etc...)
- Low-power-use devices in difficult-to-access areas (ie: field monitoring devices or ceiling clocks)

At 32°F rechargeables last 20% shorter than at room temperature. Capacity drops sharply below freezing.

Why Rechargeable Batteries

Purchasing rechargeable batteries saves money, protects the environment, and conserves resources. They can be re-used many times, reducing operating costs and hazardous waste disposal fees. This fact sheet provides information about the most commonly available rechargeable battery, nickel-metal-hydride (NiMH). NiMH batteries can be used instead of regular non-rechargeable (alkaline batteries) for many applications.

Types of Rechargeable Batteries

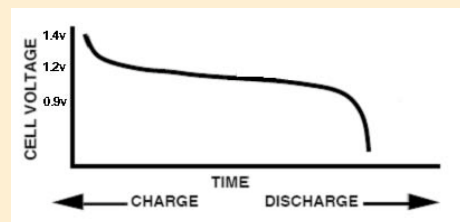
The most popular and readily available “household type” rechargeable batteries today are Nickel-Metal-Hydride (NiMH). They have advantages over the older rechargeables (Nickel-Cadmium / Ni-Cad) such as:

- Don't contain cadmium, a toxic heavy metal
- Provide a consistent amount of energy after each charge (no decline over time, ie: no “memory” effect)
- Can be recharged up to 1000 times
- Come in AA, AAA, C, D, and 9-volt sizes

“Rechargeable alkalines” are becoming available from some manufacturers and may be an option if NiMH batteries are not working for your application.

Power Profile

The power profile of rechargeable batteries is flat at 1.2 volts with a steep power decline at the end (graph, right), compared to alkalines which start at 1.5 volts then gradually decline. Therefore, rechargeables are not appropriate for some medical and other devices where a steep drop in power is unacceptable, where precise reading of remaining battery life is required, or when more than 1.2 volts are required. The power plateau at 1.2 volts may prematurely trigger the low battery indicator on some devices.



Battery Performance

Rechargeable batteries

- Must be charged before the first use
- Lose charge at a rate of ~1% per day when not being used
- Operate at full charge for longer than alkalines, then lose power quickly once charge is depleted
- Operate at a consistent 1.2 volts, versus alkalines which begin at 1.5 volts and gradually decline
- Do not charge or perform well at temperatures below 32°F or 0°C.
- Voltage & battery life per charge remain constant until a sharp drop at the end (up to 1000 charges)

Charging and Storage for Prolonging Battery Life

Time to charge may vary. Older or less expensive chargers are typically less powerful, taking up to 7 hours to charge batteries. More efficient chargers may charge a set of batteries in as little as 15 minutes but may only charge AA and AAA sizes. There is no drawback to a short charge time.

Best Choice Chargers, also called Smart Chargers, have added features to increase the safety, convenience, and performance of your batteries. Look for these features:

- Automatic Charge Protection: This feature will automatically stop charging when batteries are full, preventing overheating or overcharging which can compromise battery chemistry and performance

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RECHARGEABLE BATTERIES



- “Trickle Charge”: This feature senses when a battery is fully charged and automatically initiates “maintenance mode” or “trickle charge”, which charges at approximately the same rate at which NiMHs naturally lose charge. This allows batteries to be stored in the charger between uses.

Follow these steps when using rechargeable Batteries.

Actions that can damage battery chemistry and reduce battery life include over-charging or repeatedly using batteries to total discharge (until dead).

- Charge batteries before first use—they arrive uncharged
- Make sure your charger can handle your battery type
- Choose a charger with auto-shutoff and maintenance charging features (ie: a “Smart Charger”)
- Store unused batteries in a “Smart Charger” or at room temperature under dry conditions
- Recharge batteries before they are 100% dead (this “topping off” is not a problem with NiMHs)

Troubleshooting

Not charging all the way?

- Gently rub battery ends with a clean pencil eraser or cloth to remove any residue
- Try completely discharging them and completely charging them again

- Try “cycle charging” – 15 mins in the charger, 10 mins out – repeat 4 times followed by a full charge
- For other tips, go to <http://www.energizer.com/products/rechargeables/faqs.aspx> or http://www.duracell.com/oem/rechargeable/Nickel/nickel_metal_tech.asp

Battery Safety

Never keep any type of battery near keys, coins, or other metal objects. Contact between metal surfaces can cause a short circuit, producing enough heat to burn skin. High heat can result in internal battery pressure caused by excess formation of oxygen or hydrogen gas—in the case of a pressure increase a safety vent in the battery will emit the excess gas, resealing when the pressure is relieved.

Recycling

All batteries contain hazardous substances including lead, cadmium, mercury, or strong corrosive materials. These will contaminate the environment or cause harm to humans if not disposed of properly.

- Residents can recycle all household-size batteries at any San Francisco Walgreens for free
- Check your local hardware store—many also accept batteries for recycling
- For other recycling locations near you and for more information visit www.rbrc.org
- For SF City departments, call SFEnvironment to set up battery recycling in your office *

Updated 7/2006

Guidelines for Conducting a Move Out Purge

- Announce the file purge to staff and let them know what materials are acceptable in the paper recycling program (for a sample email contact Emily.utter@sfgov.org).
- The earlier you start your file purge the easier it will be. Starting about a month before your move date, take 10 minutes every day to go through your files and recycle any duplicates and outdated materials. If the whole office does this, you won’t be stuck with overflowing recycling bins the week before the move.
- It is very important that you DO NOT put non-recyclable materials in the paper recycling containers. Only paper and paper products should go into the recycling containers. This means that plastic covers and plastic or metal fasteners from reports or other bound materials must be removed before they can be recycled—only the paper is recyclable. This is important because if any trash goes into the recycling containers, your department will be charged for its disposal.

- Ask your building manager to notify your recycling service provider (Sunset Scavenger Company 330-1300, or Golden Gate Disposal 626-4000) of your move at least 2 weeks in advance of your move date, as you will probably require additional pick-ups
- If you have computer or office equipment to discard call Henny Lee (554- 7036) at Central Warehouse.
- Inevitably, you will probably have some material to dispose of that cannot be recycled. Be sure to notify your building manager of any extra trash service you may need well in advance of your move date.
- Don’t forget to take your cardboard desktop recycling bins to your new office. Contact Emily.utter@sfgov.org to request additional trays. *

Important phone numbers:

City Government Recycling Program:
Emily Utter 336-0083
Sunset Scavenger Company: 330-1300
Golden Gate Disposal Company: 626 - 400

Veterans' Day (formerly Armistice Day)

November 11, is the anniversary of the Armistice which was signed in the Forest of Compiègne by the Allies and the Germans in 1918, ending World War I, after four years of conflict.



At 5 A.M. on Monday, November 11, 1918 the Germans signed the Armistice, an order was issued for all firing to cease; so the hostilities of the First World War ended. This day began with the laying down of arms, blowing of whistles, impromptu parades, closing of places of business. All over the globe there were many demonstrations; no doubt the world has never before witnessed such rejoicing.

In November of 1919, President Woodrow Wilson issued his Armistice Day proclamation. The last paragraph set the tone for future observances:

To us in America, the reflections of Armistice Day will be filled with solemn pride in the heroism of those who died in the country's service and with gratitude for the victory, both because of the thing from which it has freed us and because of the opportunity it has given America to show her sympathy with peace and justice in the councils of the nation.

In 1927 Congress issued a resolution requesting President Calvin Coolidge to issue a proclamation calling upon officials to display the Flag of the United States on all government buildings on November 11, and inviting the people to observe the day in schools and churches...But it was not until 1938 that Congress passed a bill that each November 11 "shall be dedicated to the cause of world peace and ...hereafter celebrated and known as Armistice Day."

That same year President Franklin D. Roosevelt signed a bill making the day a legal holiday in the District of Columbia. For sixteen years the United States formally observed Armistice Day, with impressive ceremonies at the Tomb of the Unknown Soldier, where the Chief Executive or his representative placed a wreath. In many other communities, the American Legion was in charge of the observance, which included parades and religious services. At 11 A.M. all traffic stopped, in tribute to the dead, then volleys were fired and taps sounded.

After World War II, there were many new veterans who had little or no association with World War I. The word, "armistice," means simply a truce; therefore as years passed, the significance of the name of this holiday changed. Leaders of Veterans' groups decided to try to correct this and make November 11 the time to honor all who had fought in various American wars, not just in World War I.

In Emporia, Kansas, on November 11, 1953, instead of an Armistice Day program, there was a Veterans' Day observance. Ed Rees, of Emporia, was so impressed that he introduced a bill into the House to change the name to Veterans' Day. After this passed, Mr. Rees wrote to all state governors and asked for their

approval and cooperation in observing the changed holiday. The name was changed to Veterans' Day by Act of Congress on May 24, 1954. In October of that year, President Eisenhower called on all citizens to observe the day by remembering the sacrifices of all those who fought so gallantly, and through rededication to the task of promoting an enduring peace. The President referred to the change of name to Veterans' Day in honor of the servicemen of all America's wars. *

Celebrity Birthdays

conitue from page 1

Lyle Lovett will be 48, November 1st

Fmr. President Warren G. Harding would have been 140, on November 2nd

Rap Mogul Sean "P. Diddy" Comes will be 35 on November 4th

"Sinbad" will be 49 on November 10th

Demi Moore will be 49 on November 11th

Home Run Slugger Sammy Sosa will be 37 on November 12th

Whoopi Goldberg will be 50 and author Robert Lewis Stevenson would have been 155, both on November 13th

Current Secretary of State Condoleezza Rice will be 51 on November 14th

Danny DeVito will be 61 on November 17th

"Zoolander" Owen Wilson will be 37 on November 18th

Baseball star Ken Griffey Jr. will be 36 on November 21

The man who get's no respect, Rodney Dangerfield would have been 84 on November 22nd.

John Larroquette and Christina Applegate of 80's sitcom fame will be 58 and 34 respectively on November 25th

Voodoo Child Jimi Hendrix would have been 63 on November 27th

American Novelist Mark Twain would have been 170 years old on November 30th

ICER AIR 2006

Did you miss the skiing on Fillmore Street last year? Mark your calendar for the 2nd Annual Icer Air event at AT&T Park on Saturday, November 4, 2006. This year's event includes both a Women's and a Men's Big Air competitions, a skate/bmx exhibition and a wakeboarding exhibition, as well as the inaugural San Francisco Ski and Snowboard Festival featuring Tahoe resorts, industry, and local exhibitors. For more information about the event, please visit the official website: www.icerair.com

SUPPORT THE ZOO

ADOPT-AN-ANIMAL

BENEFIT LEVELS
ZOO PARENT DAY

SPECIAL PROMOTIONS
ADOPT ONLINE

ANIMALS TO ADOPT
ADOPT BY MAIL OR FAX

ADOPT-AN-ANIMAL



You can adopt any animal at the San Francisco Zoo. Choose your favorite animal species and the “purrfect” Package for you!

Animal adoptions make “grrreat” gifts too! Whether it’s an anniversary, new baby, birthday, Earth Day, Father’s Day, graduation, holiday, Mother’s Day, New Year’s Day,

Valentine’s Day, wedding or other special occasion, an animal adoption is a “pawsome” present for anyone at anytime!

Your contribution will provide vital funds for the care and enrichment of all of the animals living at our San Francisco Zoo and will also help to advance our Zoo’s work with wildlife conservation organizations worldwide!

Adopt an animal now and enjoy the many special benefits of being a ZooParent!

A Basic Animal Adoption Package is only \$50 and includes:

- Personalized certificate of adoption and gold star seal
- Framed, color photo of the animal species you select
- “Nature Notes,” educational fact sheet about the animal species you select
- Complimentary issue of Zoo Views, our quarterly magazine
- Invitation for two to our annual ZooParent Day

Animal adoptions are valid for one year from date of contribution.

Please note that animal adoptions include and support all members of that animal species living at the Zoo. All adopted animals remain at the Zoo to receive the special care of trained professionals.

For more information log onto <http://www.sfzoo.org/support/adopt.htm> *

FIRE SAFETY

City Hall has a sophisticated fire detection and suppression system in all areas of the building. These systems help to ensure that if a fire occurs it can be extinguished promptly upon detection. If you become aware of a fire at City Hall:

do Not

- Allow the fire to come between you and the exit if possible.
- Break or open windows unless absolutely necessary. Oxygen feeds a fire. If windows are closed, open windows only if you must have air.
- Use elevators.
- Attempt to save possessions at the risk of personal injury.

do

- Remain calm.
- Know where fire extinguishers are located.
- Report the fire immediately to City Hall Security by calling 554-7251.
- Attempt to extinguish the fire if you are trained in the use of fire extinguishers and may reach one safely. Remember P.A.S.S.: PULL the pin. AIM the nozzle at the base of the fire. SQUEEZE the handle. SWEEP the nozzle from side to side.
- Remove yourself from immediate danger.
- Drop to the ground to avoid smoke and/or fumes and crawl to the nearest exit.
- If your clothes catch on fire, STOP where you are, DROP to the ground and ROLL repeatedly to smother flames.
- If you encounter a closed door, feel the door with the back of your hand before you open it. If the door is hot, find another way out.
- Confine the fire by closing doors behind you, but not locking them.
- Wedge cloth material along the bottom of the door to keep out smoke.
- If you are unable to exit your office or the building for any reason, stay near the windows and close to the floor. If possible, signal for help.
- Assist persons including senior citizens and persons with disabilities.

HOW TO REPORT A FIRE AT CITY HALL

- Pull one of the fire alarm pull stations located throughout the building and/or report the fire immediately to City Hall Security by calling 554-7251.
- Speak calmly and slowly.
- Provide your full name.
- Provide the telephone extension you are calling from.
- Provide information such as the location of the fire and its severity.
- Stay on the phone with City Hall Security until instructed to do otherwise. *

To report an EMERGENCY:

Call 911 then call City Hall Security at 554-7251

Surfing the Building Management Intranet Site...

Did you know that you have access to the hearing and conference room schedule online? Have you ever needed access an electronic version of our City Hall Employee Safety Handbook? Interested in finding an electronic version of our work order form to download to your computer? Know someone that would be a great candidate for our internship program? Check out the links below to help you get the assistance you need from Building Management in the quickest, most efficient manner.

Building Management Main Page

<http://admweb/AdminServices/CityHallBuildingMgmt/Default.htm>

Media Services Division

http://admweb/AdminServices/CityHallCalendar/home_calendar.htm

Building Services Division

<http://admweb/AdminServices/CityHallBuildingSvc/Default.htm>

Building Safety and Emergency Information

<http://admweb/AdminServices/CityHallSafety/Default.htm>

Building Management Internship Information

<http://admweb/AdminServices/CityHallInternship/Default.htm>

What's on your iPod ???

BAND:

Sherwood

Straylight Run

The Postal Service

Jimmy Buffett

Forty

The Who

--Dan Kalin -- Events Department

Band:

The Beatles

Bee Gees

Backstreet Boys

Celia Cruz

tumbao

--Margarita Rodriguez -- Treasurer/Tax Collector's Office

Band:

Matisyahu

Jurassic 5/Dave Matthews Band

Beck

Digital Underground

--Lane Kasselman -- Mayor's Office of Public Policy

SONG:

The Summer Sends

It's Love

Existentialism

On Prom Night

Such Great Heights

A Pirate Looks At

Baba O'Reilly

Song:

Can't buy me love

To love somebody

Just want you to know

La Negra tiene

Song:

King Without A Crown

Work it out,

Summer girl

Humpty Dance

ART IN CITY HALL

INSIGHTS 2006

an exhibition of works by artists who are blind or visually impaired

September 11 through November 22, 2006

San Francisco Arts Commission Gallery in City Hall

Experience ground-breaking art by 35 blind and visually impaired artists at Insights 2006! Featuring painting, sculpture, photography and mixed media, the exhibition runs from September 11 through November 22 at the San Francisco Arts Commission Gallery in City Hall (1 Dr. Carlton B. Goodlett Place), lower level. An Opening Reception will be held on Tuesday, September 19, from 5:30 to 7:30 p.m., which is free and open to the public. Audio descriptive tours by Antenna Audio are available.

For more information, please call 415-431-1481 or log onto www.lighthouse-sf.org *

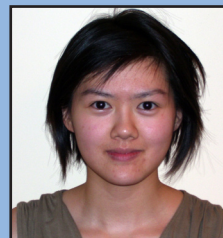
Scene and Heard

What is your favorite night spot?

"My favorite comedy night is 'Mortified' at the Make-Out Room. Basically, individuals-- some professionals, some complete novices-- get up on stage and read journal entries, notes, poems, love letters, etc from when they were teenagers. It's hilarious."

Amy Dao

Department of the Environment



What are you reading?

"Right now I'm reading the State Building Historical Preservation Guidelines."

Doug Bias

City Hall Building Operations

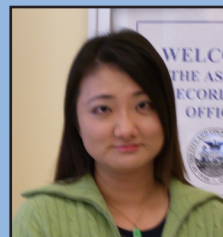


Where is your favorite place to eat lunch?

"Turk & Larkin Deli" on the corner of Turk & Larkin. I was first introduced by a co-worker and then got hooked."

Anita Chen

Office of Assessor-Recorder



Correction:

Last month's Scene and Heard stated that Debbie Toy worked for the City Attorney's Office. She in fact works for the Office of the Controller.

Emergency Communications Dept - Job Fair

November 8th
2:00 p.m. to 7:00 p.m.

Location: Bill Graham Civic Auditorium, Room 415

Description: San Francisco Emergency Communications
Invite you to our First 9-1-1 Dispatcher Technician/Call Taker
Exposition and Job Fair.

For more information please go to
www.sfgov.org/ecd or Call **415-558-3850**



Transformations

Do you recognize this City employee **WHO** works at City Hall?



Where's my teeth?!



Bruce Lee!!!



Too cool for school...

Mike Loundsbury, Building Management

ARE YOU A CITY HALL VEHICLE POOL USER?

IF SO, PLEASE NOTE THAT OUR NEW LOCATION IS ON
THE GROUND FLOOR IN ROOM 008.
CONTACT **JADA JACKSON AT 554-6191**
FOR MORE INFORMATION!

