



CIVIC CENTER

CAMPUS CHRONICLE

Volume 1, Issue 1 • June/July 2009



A Real Estate Division Property Management newsletter created specifically for City employees

DEAR TENANTS:

I'm delighted to help kick-off the inaugural issue of the *Campus Chronicle*, a newsletter designed specifically for City employees working within the Civic Center area. As you can see, we are introducing a new newsletter format which will include information from a variety of "campus" buildings, providing you with a more diverse knowledge of activities within the neighborhood in which you work.

The Real Estate Division's Property Management team of dedicated professionals is committed to providing tenants with a safe and pleasant work environment – a comfortable place to come to work everyday. Together, we strive to provide efficient and timely service and clear and consistent communication.

The *Campus Chronicle* is intended to give City employees updated and relevant building and area news and information; provide health and safety tips (see "Shape Up" section); and provide ideas on how to reduce your carbon footprint (see "Green Scene" section). We'll also give you a greater understanding of who and what it takes to operate and maintain these public assets so you can conduct the people's business in the best fashion possible.

Each edition we will feature a different section of our Property Management team so that you have a chance to get to know the folks that provide you service within your respective buildings. This edition's feature is on our campus engineering group under the leadership of Superintendent Phillip Tellis.

I hope that you enjoy the inaugural issue of our campus news. I welcome your comments and feedback regarding this publication or any building issue of concern to you. You may contact me through the following email address for most immediate response: PropertyManagement.RED@sfgov.org.

Enjoy!

Amy L. Brown

DEPUTY CITY ADMINISTRATOR & DIRECTOR OF REAL ESTATE
CITY AND COUNTY OF SAN FRANCISCO



From left to right: Memo Ybarra, Jim Gumba, Phillip Tellis, Glen Price, Kingman Ma, Roger Brazis

REAL ESTATE DIVISION'S CIVIC CENTER CAMPUS ENGINEERING TEAM

The Real Estate Division's Civic Center Campus engineering team includes several groups of highly trained and experienced professionals. The group pictured above joins the existing engineering team at City Hall, which is led by Ko Ko Zin. Both groups report to and take direction from campus Superintendent Phillip Tellis, also pictured above. Tellis, a former DPW employee with the Bridges and Tunnels division, along with his group of Stationary Engineers, ensures preventative and routine maintenance as well as provides assistance with tenant work-orders within eight buildings in the Civic Center Area. These eight buildings include: 25 Van Ness, 30 Van Ness, One South Van Ness, 1660 Mission, 1650 Mission, 875 Stevenson, 555 7th Street, and City Hall. Together these buildings house over 7,000 city employees in over 2 million square feet of office and retail space. Please get to know some of the new faces pictured above as you will be seeing them around your building soon, if you haven't already. Please route all building requests through your single point contacts as always so that staff can be scheduled in an organized and efficient fashion.

We Welcome your Feedback!

City employees can send "Civic Center Campus Chronicle" questions and suggestions to Lori.Mazzola@sfgov.org 415-554-5702



WHICH BIN DO I USE?

Please help us reduce waste by using the receptacles properly



RECYCLING CONTAINERS

Place all of the items below in the **blue** bins:

PAPER ITEMS

- Cardboard - Corrugated
- Cereal boxes - no lining
- Computer & ledger paper
- Egg cartons - paper only
- Envelopes - windows okay
- Junk mail & brochures
- Magazines
- Newspapers
- Phone books
- Shredded Paper - place in sealed paper bag and label "Shredded Paper"
- Wrapping paper

BOTTLES AND CANS

- Aluminum cans
- Aluminum foil
- Glass bottles & jars - including metal caps and lids
- Spray cans - *Must be Empty!*
- Steel (tin) cans

PLASTICS

- All plastic bottles
- All plastic tubs and lids
- Plastic containers and clamshells
- Plastic cups and plates
- Plastic flower pots
- Plastic toys, non-electronic

The following items are NOT accepted in the blue recycling bins:

Batteries, Electronics, Ceramic dishes or cups, Coat Hangers, Compostable Plastics, Food Soiled Paper— (All paper cups, plates, napkins, towels, take-out boxes and greasy pizza boxes)

COMPOST CONTAINERS

Place all of the items below in the **green** bins:

ALL FOOD

- Fruits
- Vegetables
- Meat
- Poultry
- Seafood
- Shellfish
- Bones
- Rice
- Beans
- Pasta
- Bread
- Cheese
- Eggshells

FOOD SOILED PAPER

- Waxed Cardboard
- Napkins
- Paper Towels
- Paper Plates
- Paper Milk Cartons
- Tea Bags
- Coffee Grounds / Filters
- Wooden Crates

PLANTS

- Floral Trimmings
- Tree Trimmings
- Leaves / Grass / Brush / Weeds

The following items are NOT accepted in the green compost bins:

Styrofoam, Plastic Bags, Metal, Glass or Plastic Bottles and Cans, Diapers
www.SFEnvironment.org/sfgovrecycles

• GREEN SCENE •

5 Ways to Make Your Beach Outing Eco-Friendly

Now that summer is upon us, lots of us are making plans to spend time at the beach. What perfect timing to give some green tips on what you can do to take care of our fragile environment.

- 1. Leave Nothing Behind:** Help the environment stay litter-free by not dropping trash and by picking up any you see on the beach or on the street — particularly plastic bags and other items that seabirds, marine mammals, fish or turtles could ingest. Dispose of trash properly by using public trash containers at the beach. If you're in a remote location and garbage cans aren't easy to find, take your trash home with you.
- 2. Don't Forget the Three Rs:** The reduce, reuse, and recycle mantra is extra important at the beach. Pack a picnic in a good old-fashioned picnic basket with reusable cutlery, cups, and cloth napkins. Take your plastic and glass bottles or aluminum cans home from the beach if no recycling bins are in sight.
- 3. Follow the Path Most Travelled:** Use walkovers instead of walking across the sensitive dunes; this will help reduce erosion.
- 4. Keep Dogs on a Short Leash:** A lot of debate surrounds whether dogs belong at the beach. One thing is for sure, dog droppings *do not*. Dog waste is a source of E Coli and other bacteria that can close beaches and cause health hazards to swimmers. Pick up after your pets and be sure to abide by all leash laws.
- 5. Just Visiting:** Remember that you are a visitor; don't disturb the wildlife and plants native to the beach.

SUN SAFETY TIPS

Protecting your skin from the sun's damaging rays is vital for many important health reasons. Take these steps to protect your health:

- Avoid outdoor activities during the hours of 10AM and 4PM, when the sun's rays are the strongest.
- Always wear a broad-spectrum (protection against both UVA and UVB) sunscreen with a Sun Protection Factor (SPF) of 15 or higher.
- Be sure to reapply sunscreen frequently, especially after swimming, perspiring heavily or drying off with a towel.
- Wear a hat with a 4-inch brim all around because it protects areas often exposed to the sun, such as the neck, ears, eyes, forehead, nose, and scalp.
- Wear clothing to protect as much skin as possible. Long-sleeved shirts, long pants, or long skirts are the most protective. Dark colors provide more protection than light colors by preventing more UV rays from reaching your skin. A tightly woven fabric provides greater protection than loosely woven fabric.
- To protect your eyes from sun damage, wear sunglasses that block 99 to 100-percent of UVA and UVB radiation.
- Children need extra protection from the sun. One or two blistering sunburns before the age of 18 dramatically increases the risk of skin cancer. Encourage children to play in the shade, wear protective clothing and apply sunscreen regularly.

SHAPE UP!



10 GREAT REASONS TO TAKE THE STAIRS!

1. **Move Around**...fewer minutes per day spent sitting stationary at your desk
2. **Lower Your Carbon Footprint**...it takes energy to run an elevator
3. **No Wait**...no standing around waiting for the elevator just to cram inside
4. **Free Weight Loss Plan**...even 2 flights of stairs climbed per day can lead to a 6 lb. weight loss over one year
5. **Relax and Reduce Stress**...physical activities like stair climbing are a great way to cope with job-related stress
6. **Beat The Rush**...you can be out of the building while that crowded elevator stops at every floor
7. **Don't Need Gym Clothes**...using the stairs requires no special skill, equipment or clothing and it burns twice as many calories as walking
8. **Live Longer**...studies show that people who climbed 55 flights per week had lower risk of heart problems
9. **Never Out Of Order**...stairs don't get stuck between floors
10. **Improve Heart Health**...climbing the stairs for just 2 minutes several times a day can lower total cholesterol and raise "good" cholesterol



← CAPTION CONTEST!!

We provide the picture....you provide the caption!

By now you have probably seen some of the creative and humorous signs posted in the elevator lobbies of City Hall encouraging people to use the stairs as a healthy alternative to the elevator. These signs are inspired by the Mayor's Shape Up Initiative and are being used to create a light and fun reminder to everyone that making even the smallest changes throughout their daily lives will create a great impact on their long term health.

The *Campus Chronicle* invites you to join in the fun! Please send your caption ideas for the photo below to city.hall.building.management@sfgov.org. The top caption winner will see his or her idea used throughout the civic center campus buildings. The winner's name and results will be published in the next issue of the *Campus Chronicle*. Good luck!

**AIDS
WALK**
SAN FRANCISCO
JULY 19, 2009

Mark your calendars! AIDS WALK is July 19th!

For the last two years, CCSF Walkers, a team comprised of city employees from across various departments and their families have participated in AIDS Walk San Francisco. If you'd like to participate and join the CCSF Walkers team (team 7450), contact John Murray at John.Murray@sfgov.org. To register or obtain volunteer information, visit www.aidswalk.net.

MAYOR NEWSOM'S 4TH ANNUAL
STADIUM TO STADIUM 10K CHALLENGE

SAVE THE DATE

JUNE 20, 2009 8AM

AT&T PARK TO CANDLESTICK

CASH PRIZES FOR WINNERS OF EACH AGE GROUP

FREE FOR CHILDREN UNDER 18

FOLLOWED BY HEALTH AND FITNESS FAIR AT CANDLESTICK

SPONSORSHIP OPPORTUNITIES AVAILABLE



REGISTER ONLINE AT WWW.STADIUMTOSTADIUM.COM

BUILDING MANAGER SPOTLIGHT



Rohan Lane
Acting City Hall Building Manager

Rohan has 10 years of service to the City at San Francisco City Hall with extensive knowledge in facility management, audio, video, and security systems. Prior to coming to City Hall, Rohan had 15 years of experience in Media Services and Educational Technology at UC Berkeley. Rohan is married and is the proud father of a 6 year old son. He can be recognized by the white streak in his hair, which happened overnight about 11 years ago.



May Jaber
**Building Manager 875 Stevenson,
Fleet and Parking Management,
Farmer's Markets**

May joined the City family seven years ago with the Department of Administrative Services. May was given the challenge and job of Fleet Administrator. It was the first time in the history of the City that Fleet Protocols were established and the Fleet was regulated. The Department was charged to reduce the fleet, change legislation, and reduce the number of vehicles going home. Fleet management was successful in regulating and reducing the fleet by over three hundred vehicles, purchased clean air vehicles, and reduced the number of vehicles going home by half. Three years ago, May joined the Real Estate Family in Property Management where some fleet and parking issues remain in her portfolio. May manages three City buildings, several parking contracts in City-owned buildings, the "Pride of the City" Historical Alemany Farmers and Flea Market, and the UN Plaza Gift Gallery.



Allan Lucas
**Building Manager 25 Van Ness Avenue,
30 Van Ness Avenue**

Allan has been working for the City since 1981. He started in the Assessor's Office as a Real Property Appraiser determining fair market value of property under Proposition 13. Allan then went on to work for the Real Estate Department and was on loan to the Water Department to handle the leasing of their Right-of-Ways. After 10 years of being with the Water Department, he came back to Real Estate and took on the responsibilities of managing various City-owned buildings. Of the nine City buildings under the Civic Center Campus, Allen has managed five and is the back-up for one.

SEEN AND HEARD AROUND CAMPUS



Q: What's your favorite sports team?
A: The Giants of course!

Q: Where would you like to travel?
A: I want to travel to Europe, especially Italy within the next two years.

*Kathy Bianchi
Real Estate Division
25 Van Ness*



Q: What's your favorite food?
A: Seafood, especially Crab.

Q: How long have you worked for the City?
A: 12 years total, 9 years with the Department of Real Estate.

*Wennie Columna
Real Estate Division
25 Van Ness*



under the dome



CITY HALL BUILDING TIP

Keep your windows closed!

With the warm spring and summer months upon us, many are tempted to open our windows in our offices. However, did you know that City Hall has an HVAC system that automatically sets the air temperature? Not only does opening windows invite unwanted insects into the building, it also throws off the cooling and heating system in the building by altering readings on air temperature. Please help us maintain a comfortable temperature for everyone in the building by refraining from opening the windows in the building, which were built prior to the modern HVAC being installed in City Hall.

CITY HALL TENANT ORIENTATION *on the intranet*

After listening to suggestions from tenants and searching to create one easy-to-find location to centralize building information, a new tool for all City Hall tenants has arrived! The City Hall Tenant Orientation Website, located on the intranet, has just been posted. This page provides links, tools, and descriptions of services offered by City Hall Building Management.

Just enter <http://admweb/cityhallops> into your web browser (i.e Internet Explorer, Firefox, etc). Once you are on this newly created site, you will find a direct link to work order forms and rally and press conference request forms. This site offers a quick and convenient way to reference the City Hall Employee Safety Handbook, as well as to learn about building policies.

Newly hired employees and those new to City Hall will find this website to be of great service as they get to know their way around the building. Tenants in neighboring Civic Center Campus Buildings will also find this new site useful as it lists a general directory of departments located inside City Hall as well as instructions on how to book a hearing or conference room inside City Hall.

We hope this Tenant Orientation site will make your work experience just a little bit easier and a whole lot more efficient.



72ND STERN GROVE FESTIVAL

June 21 - August 23, 2009 Sundays at 2:00 p.m.
Sigmund Stern Grove, 19th Ave. & Sloat, San Francisco
Admission-Free

Stern Grove Festival is San Francisco's celebration of community, nature, and the arts. Every summer, Stern Grove Festival brings world-class performing arts to you, admission-free, in one of the country's most beautiful and unique natural settings. Pack your picnic baskets with a crisp Pinot Grigio and some Triple Crème Brie and get to the Grove early to get the perfect spot!

- June 21, 2009
ROBERTA FLACK / Davell Crawford
- June 28, 2009
LES NUBIANS / Asa
- July 5, 2009
SAN FRANCISCO SYMPHONY / Inouye Jazz
- July 12, 2009
JOAN BAEZ / Blame Sally
- July 19, 2009
SERGENT GARCIA / Curumin
- July 26, 2009
THE LYRICS BORN REVUE, THE MIGHTY UNDERDOGS, AND MORE
- August 2, 2009
KAILASH KHER'S KAILASA / Delhi 2 Dublin
- August 9, 2009
TOTÓ LA MOMPOSINA / Nation Beat
- August 16, 2009
SAN FRANCISCO BALLET / Helgi Tomasson, Artistic Director
- August 23, 2009
SAN FRANCISCO OPERA



FILM NIGHT IN THE PARK 2009!!

If you missed it last year, now is the time to experience the magic of the movies outdoors! Film Night in the Park has just begun its 2009 Season full of classics, cartoons, and cult favorites! To top off the list, the most recent Best Picture winner is slated to close the season! See these

films like never before in an outdoor park setting. Bring some friends, your kids, and your dog!

All Showtimes 8:00PM

Suggested Donation: \$6 ADULTS \$3 CHILDREN

For more information, please visit: <http://www.filmnight.org>

JUNE

Saturday 6/20	Dolores Park	Goldfinger
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JULY

Friday 7/10	San Anselmo	HELP! (the Beatles)
Saturday 7/11 *	San Geronimo	Buena Vista Social Club
Saturday 7/11 *	Union Square	Manhattan
Friday 7/17	San Anselmo	Blade Runner
Saturday 7/18	San Anselmo	Back to the Future
Friday 7/24	San Anselmo	Who Killed the Electric Car?
Saturday 7/25	San Anselmo	Lavender Hill Mob

*Different movies at different venues on the same night.

MIKE'S MOVIE REVIEW

STAR TREK

Space... the final frontier... except way earlier.

You guessed it, it's a prequel. With Hollywood clamoring to produce prequels, who could pass up an opportunity to see the newest *Star Trek* movie. It seems the past years have seen a sudden rise not only in origin stories, starting with *Batman Begins* and running the gambit to *X-men Origins*, but also in movie adaptations of 60's and 70's TV shows like *Get Smart* and *Land of the Lost*.

Star Trek fits right in, and it actually delivers on pretty much all fronts. Both exciting and visually interesting, it brings what you'd expect from a *Star Trek* movie, though it's a little more edgy. Additionally, there are enough references to the old TV show to satisfy the true Trekkies out there. One unique aspect of this movie however, is that the events that unfold allow for the creation of a whole new story line. As far as I know, no other series has accomplished such a feat. After six separate television series and more than forty years, *Star Trek* writers now have license to create any new story they like, in any era, without fear of reprisal from their die hard fans.

All in all, this movie is worth the \$10.00 ticket price to go to the movies these days. *Star Trek* has both serious moments and action sequences with some bits of comedy thrown in, though the comedic clichés may be lost on some moviegoers who haven't seen the original TV show. New interpretations of such classic characters as Captain Kirk and Spock are actually refreshing from the characters we've come to know over the years. Not only are they played by different actors, but their lives are shaped by different events, allowing for some very new and interesting interactions to take place.

GOLDEN GATE INTERNATIONAL EXPOSITION 70TH ANNIVERSARY

2009 marks the 70th Anniversary of the Golden Gate International Exposition (GGIE) held on Treasure Island in 1939 and 1940. Treasure Island was originally constructed on shoals off the northern tip of Yerba Buena Island as a Works Progress Administration project, and was ultimately intended to serve as the San Francisco base of operations for Pan Am Airways line of Clipper seaplanes. The GGIE was a "Pageant of the Pacific" which celebrated the construction of both the Bay Bridge and Golden Gate Bridge as well as the ascendancy of the Pacific region in global culture, trade, and commerce. With the GGIE's closure in 1940 and America's entry into World War II on the horizon, plans for a full-time airport on Treasure Island eventually gave way to Naval occupation of the Island as a training station and Naval Base, ultimately leaving behind only memories of the GGIE.

To celebrate the memories of that "Magical City" in San Francisco Bay, the Treasure Island Development Authority (TIDA) has planned a variety of exhibits throughout 2009 to commemorate the GGIE's 70th Anniversary. San Francisco International Airport Museums, TIDA, and the United States Navy are co-sponsors of "Flying to the Fair: Aviation and the 1939-1940 Golden Gate International Exposition", an exhibit featuring artifacts from the GGIE and Pan Am's Clipper ships at the SFO Terminal 1 exhibition space through Summer 2009. TIDA, in partnership with the Presidio Trust, will also present "Treasure Island 1939: San Francisco's Pageant of the Pacific", an exhibit at the Presidio Officer's Club exhibition hall featuring images and artifacts from the GGIE from July through October 2009. Additionally, a series of walking tours and lectures on the GGIE and Treasure Island history will be held on Treasure Island throughout the summer and early fall.

Whether it be historic programs, recreation opportunities, or simply the million-dollar view of the San Francisco skyline, TIDA encourages Bay Area residents to make Treasure Island their "Recreation Destination". For more information on Treasure Island and GGIE-related programs, please contact TIDA at 415-274-0660 or www.sfgov.org/treasureisland.

