



CIVIC CENTER CAMPUS CHRONICLE

July/August 2012



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

DEAR TENANTS:

Welcome to the latest edition of the Civic Center Campus Chronicle.

Summer is winding down, but the City always has plenty of opportunity for fitness and fun. This issue contains information on ways to stay active and stay in shape.

I encourage comments and feedback regarding this publication or any building issue of concern that you might have.

Enjoy!

John Updike

ACTING DIRECTOR OF REAL ESTATE
CITY AND COUNTY OF SAN FRANCISCO



2012 Summer Student Interns

By Jessica Huey

Walking around City Hall and other City department locations these past couple of months, you may have noticed some unfamiliar young faces. This summer, in support of Mayor Lee's efforts to increase the number of internship opportunities for students, a number of City departments welcomed a fantastic group of student interns into their offices.

Summer student interns with various City departments range from high school students to graduate level students, and they are participants in internship programs including, but not limited to Project Pull, YouthWorks, the Mayor's Office Internship Program, and the GSA Summer Internship Program.

The purpose of all of these programs is to engage, inform and empower a younger generation of civic leaders. These internships provide students with an opportunity to gain work experience while learning about the departments of the City's diverse operations. These internship programs also provide departments with an opportunity to mentor talented, young students and expose them to various career paths in public service. Thank you to all of the departments who have hosted interns this summer - and we wish all of the student interns great success in their careers.



A group of GSA Summer Internship Program Summer Interns and YouthWorks interns pose for the camera during an Orientation activity.

We Welcome your Feedback!

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

SUMMERTIME SWIMMING!

The Recreation and Park Department's nine aquatic centers offer a variety of swimming programs and activities for people of all ages and abilities. Eight indoor, heated facilities are open year-round, and one outdoor facility is open seasonally. The aquatic facilities offer programs such as water aerobics, recreational swimming, lap swimming, and learn to swim, to name just a few.

Whether you're looking to swim a few laps, do water aerobics, or get a little more extreme and conquer the waterslides at Hamilton, make one of the San Francisco Recreation and Park Department's beautiful pools your destination.

Visit <http://www.sfrecpark.org/Rec-Aquatics.aspx> for pool info, rates, schedules, classes, and maintenance and closure schedules.



Hamilton Swimming Pool

Address: 1900 Geary Boulevard
San Francisco, CA 94115

Martin Luther King, Jr. Swimming Pool

Address: 5701 3rd Street
San Francisco, CA 94124

Mission Community Pool

Address: 19th St. and Linda
San Francisco, CA 94110

North Beach Swimming Pool

Address: 651 Lombard Street
San Francisco, CA 94133

Rossi Swimming Pool

Address: 600 Arguello Boulevard
San Francisco, CA 94118



Aquatic Facilities

Balboa Swimming Pool
Address: 51 Havelock Street
San Francisco, CA 94112

Charlie Sava Swimming Pool

Address: 19th Ave & Wawona St
San Francisco, CA 94116

Coffman Swimming Pool

Address: 1700 Visitacion Avenue
San Francisco, CA 94134

Garfield Swimming Pool

Address: 1271 Treat Avenue
San Francisco, CA 94110

Planning a Road Trip?

Take advantage of the last weeks of summer before school starts and plan a road trip! It can be a day trip, an overnight, or a long weekend. Living in the heart of the Bay Area offers endless driving destinations that will help you relax and unwind from the business of the big city!

Just be sure to peruse these travel tips to keep you safe on the highway:

- Pay attention to the weather forecast for your destination.
- Buckle up, slow down, and don't drink and drive.
- Be well rested and alert; give your full attention to the road.
- Observe speed limits, and use caution in work zones.
- Clean your vehicle's lights and windows to help you see, especially at night.
- Turn your headlights on as dusk approaches and during inclement weather.
- Keep first aid kit, extra blankets, and water in your trunk.
- If you have car trouble, pull as far as possible off the highway.
- Let someone know your destination, your route and when you expect to arrive. If your car gets stuck along the way, help can be sent along your predetermined route.

Remember these safety tips may seem like a waste of time, but you'll be glad you took the time if you encounter any road bumps along the way.



• GREEN SCENE •

Need More Green?

Residential Recology customers can order a larger green compost collection cart and a green kitchen pail at no additional cost. To change the size of any of your carts or to get a free kitchen pail please visit www.recologysf.com.



ACCEPTABLE

Green Waste Materials

Only place materials accepted for composting in your compost bin!

Food Scraps Anything that used to be alive

- Bread, grains and pasta
- Coffee grounds
- Dairy
- Eggshells
- Fruit (pits and nuts too)
- Leftovers and spoiled food
- Meat (including bones)
- Seafood (including shellfish)
- Vegetables

Soiled Paper

- Coffee filters
- Greasy pizza boxes
- Paper cups and plates
- Paper ice cream containers (metal rim is okay)
- Paper bags, napkins, tissues and towels
- Paper take-out boxes and containers
- Paper tea bags
- Waxy paper milk and juice cartons (no foil liner)

Plants Extra yard trimmings must be boxed, bundled or placed in brown paper bags less than 40lbs per item and placed next to the green cart for collection.

- Branches and brush
- Flowers and floral trimmings
- Grasses and weeds
- Leaves
- Tree trimmings (less than 6 inches in diameter and 4 feet long)

Other

- Cutlery clearly labeled "Compostable"
- Plastic clearly labeled "Compostable"
- (green stripe or sticker to allow for easy identification)
- Small pieces of lumber or sawdust from clean wood only
- (no plywood, pressboard, painted, stained or treated wood)
- Vegetable wood crates (metal wire is okay)
- Waxed cardboard and paper

UNACCEPTABLE Green Waste Materials

Please do not place the following materials into your green container!

- Aluminum foil or trays
- "Biodegradable" plastic (not labeled "Compostable")
- Ceramic dishware or glassware
- Clothing and linens
- Cooking oil
- Corks
- Diapers
- Dirt, rocks or stone
- Flower pots or trays
- Foil-backed or plastic-backed paper
- Glass, metal or plastic not labeled "Compostable"
- Juice or soy milk type boxes with foil liner
- Kitty litter or animal feces
- Liquids or ice
- Plastic bags, wrappers or film (not labeled "Compostable")
- Plywood, pressboard, painted or stained wood
- Recyclable/clean cardboard or paper
- Styrofoam

SEEN AND HEARD



Summer Graham
Office of the Assessor-Recorder
Room 190

What is your favorite lunch spot near City Hall?

I love sampling items from the food trucks and sitting on the patio at the Asian Art Museum Cafe on warm days. Otherwise, I really like Mint Cafe at City Hall.

What is your favorite restaurant in San Francisco?

There's so many! The "Big Eat List" is a good start.

What's your favorite outdoor activity to do in SF?

Attending a Giants game at AT&T ballpark or sailing on the bay.



Luis Figueroa
Mayor's Office of Neighborhood Services
Room 160

What is your favorite lunch spot near City Hall?

Gyro King because of their delicious shish kabob wraps and great prices.

What is your favorite website?

ESPN because it lets me keep track of my favorite football team the San Diego "Super" Chargers :).

What's your favorite outdoor activity to do in SF?

Taking my Shih Tzu Jorge to Ocean Beach.



Jessica Lum
SF Department of the Environment
11 Grove Street
Room 160

What City Government job would you like for a week? SFPD helicopter pilot at night with a spotlight. Or a fire engine driver. Or someone involved in planning fireworks shows.

What is your favorite website?

Go to the Virtual Warehouse (<http://warehouse.sfenvironment.org/home>) and reduce, reuse, and repurpose!

What's your favorite outdoor activity to do in SF?

Hiking up all the hills to find the best view.

CMMS? WHAT'S THAT?



For several years now, the Real Estate Division has been using a Computerized Maintenance Management System, referred to as CMMS, for all maintenance, custodial, and labor requests. Each department or office has been assigned a primary and secondary single point contact who is responsible for all service order requests. With CMMS,

you are able to track your service request and will automatically receive emails updating the request's status.

For any service requests, such as; lightbulb replacement, restroom clean up, recycling receptacle need, or furniture move, provide your office's single point contact with the request details, and ask that it be submitted in the CMMS system. Once the service request is received, CMMS administrators will assign it to the proper department and the work will be scheduled.

Don't know who your single point contact is? Ask your supervisor or call City Hall Building Management at 554-4933.

Need to check the status of a service request?

Have your single point contact log onto to CMMS and enter the Service Request number.

Have an Emergency Request?

Emergency service requests will be accepted over the phone. Emergency requests may include; broken glass, flooding or a water leak, sparks, smoke, foul/odd smells, or any safety issue. For City Hall, call 554-4933.

Have staff that needs a CMMS login and password?

Email cmms.red@sfgov.org for information.

The CMMS system provides all Real Estate tenants with a tool to enable effective communication between departments. Over the last few years, CMMS has proved to be an efficient resource to streamline requests and expedite service.



Want to become a better public speaker?

A new Toast of the City, Toastmasters club is at City Hall. Practice public speaking in a fun, safe environment. Toastmasters has helped millions of men and women take their speaking, presentation, and leadership skills to new levels. Meetings are held in City Hall, conference room 305, on each Tuesday, from 12:10pm to 12:55pm. Stop by and try a meeting out.

For more information contact: Rosanne Torre at 554-7401 or rosanne.torre@sfgov.org.

CITY HALL VEHICLE POOL

Need a car? Have a meeting across town? Sending a group of staff members to an off-site conference? Join the City Hall Vehicle Pool!

The City Hall Vehicle Pool currently has 16 vehicles located in the Civic Center which can be used by all City employees. As singular departments pare down their inventories of vehicles due to the Healthy Air and Clean Transportation Ordinance (HACTO), the City Hall pool offers a variety of vehicles which can be used by all City departments.

To join the City Hall Vehicle Pool, employees will need to participate in an hour-long training prior to use of the vehicles. Once trained, an employee is able to reserve a vehicle for any City related business purpose.

City Hall Vehicle Pool trainings are held on the second and fourth Tuesdays of each month, from 9:00am to 10:00am, in Room 8.

Already a member, but not yet trained to use a CNG vehicle? CNG trainings are held on the third Thursday of each month, from 10:00am to 11:00am, in Room 421.

When walking or public transportation is not an option, using a pool car may be just what you need. Please contact the City Hall Vehicle Pool staff at vpch@sfgov.org or 415-554-4933 for more information or to sign up for a training session.

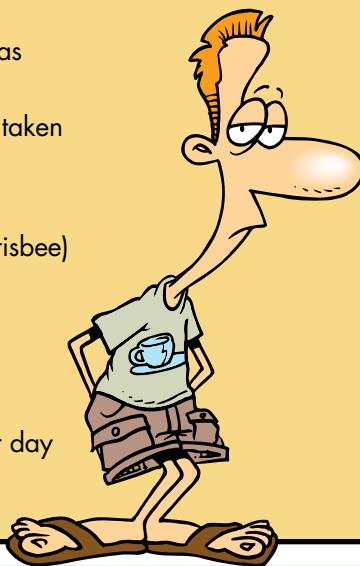
SHAPE UP:



STAY FIT THIS SUMMER

STAY FIT THIS SUMMER

- Park the car AS FAR AWAY from the entrance as possible
- Use a pedometer to count the number of steps taken each day
- (2,000 steps equals about 1 mile)
- Have a catch (football, baseball, softball, or Frisbee)
- Make chores such as vacuuming, sweeping or raking, your chance to be active
- Go for family walks after meal times
- Limit recreational screen time (television, video games, and computer) to less than 2 hours per day
- Shoot some hoops



- Try to ALWAYS use the stairs
- Go swimming and play water volleyball
- Play soccer or just kick a ball around
- Go hiking — locate a nearby trail
- SCHEDULE REGULAR TIMES for activity throughout the week
- Drink LOTS of water!!
- Walk to the grocery store for just a few items
- Get up off the couch and take the dog for a run
- Let your kids suggest some outdoor games

What's happening around the Civic Center these days?

Looking for a fun way to spend your lunch, take a break, or visit on your free time?

Fresh Produce!! Yummy!!

The Heart of the City Farmers' Market is a year-round market, open Wednesdays, 7am to 5:30pm, and Sundays, 7am to 5pm and now Fridays as well. Located on Market Street, between 7th and 8th Streets, at United Nations Plaza.



Nearby farms bring freshly harvested vegetables, fruit, and herbs to the market each week. Other vendors offer baked goods, artisan cheeses, and specialty prepared foods. For more information, visit www.hocfarmersmarket.org.

Steps Sales - All Books \$1 or less!

Friends of the San Francisco Public Library puts on \$1 Book Sales on the steps of the main library where one might find the latest thrillers, romance novels, and a large variety of books on the cheap! All proceeds benefit the San Francisco Public Library. Visit www.friendsfpl.org.

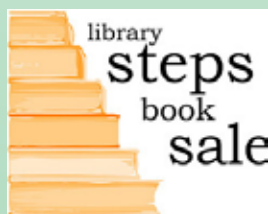
EVERY WEDNESDAY
(APRIL THROUGH OCTOBER)

11 a.m. - 3p.m.

Main Library's Larkin St. Steps
(100 Larkin St.)

*PLEASE NOTE:

Steps Sales are canceled in the event of rain.



Off the Grid

Off the Grid brings a rotating variety of food trucks to the Civic Center Area several times a week. This roaming mobile food adventure brings gourmet food such as Korean barbeque, falafel, Indian, modern organic Filipino, and Mexican food, among many others. Six scrumptious food vendor trucks are parked, from 11am to 2pm, in the UN Plaza on Tuesdays and Thursdays, and in the Civic Center on Fridays.

Visit www.offthegridsf.com to get updates on locations and vendors.



Lotus

If you haven't had the chance to snap some photos of you and your friends in front of the giant 24 foot lotus flower in the Civic Center Plaza, time is soon running out.

The sculpture, titled "Breathing Flower," was created by Korean artist Choi Jeong Hwa and is being showcased as part of the nearby Asian Art Museum's "Phantoms of Asia: Contemporary Awakens the Past" exhibition, which runs through Sept. 2.

The sculpture is illuminated at night and has motorized fabric leaves that open and close to simulate the movement of a live lotus flower.

