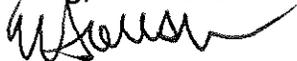


# Memorandum

To: Honorable Jerome E. Horton, Chairman  
Honorable Michelle Steel, Vice Chair  
Honorable Betty T. Yee, First District  
Senator George Runner, Second District  
Honorable John Chiang, Controller

Date: August 22, 2013



From: Liz Houser, Deputy Director  
Administration Department

Subject : **September 2013 San Francisco Board Meeting Agenda**

The Administration Department requests the following item(s) be placed on the Board's September 10, 2013 San Francisco meeting calendar under "P5. Other Administrative Matters."

P. Other Administrative Matters

P5. Administration Deputy Director's Report.....Ms. Liz Houser  
Ms. Edna Murphy

1. **Headquarters Facilities Update** - An update will be provided on the 450 N Street building and the Department of General Services amended report: Board of Equalization Relocation and Consolidation Preliminary Study.+
2. **2014/15 Budget Change Proposals** - Proposals will be presented for Board direction and approval for inclusion in the Governor's Fiscal Year 2014/15 Budget.+
  - a. Lumber Products Assessment
  - b. Tax Gap II
  - c. Intrusion Detection/Intrusion Prevention System
  - d. Managed Care Organization Tax
3. **Bargaining Unit Contract Update** - Highlights may be provided on the bargaining unit(s) and tentative agreement(s).

LH:lk

cc: Mr. Mike Gipson  
Mr. Joel Angeles  
Mr. Alan LoFaso  
Mr. Sean Wallentine  
Ms. Marcy Jo Mandel

I approve:   
Cynthia Bridges,  
Executive Director