

**SAN FRANCISCO WAR MEMORIAL AND PERFORMING ARTS CENTER**

**RENTAL REQUESTS: October 10, 2019**

**HERBST THEATRE**

Theatre Flamenco of San Francisco Soul y Alma	February 1, 2020	\$1,300.00
San Francisco Opera Meet the Adlers	February 11, 2020	\$1,300.00
Pipit & Finch Says You!	February 14, 2020	\$2,600.00
Vivaldi Music Academy Music Academy Student Performance	July 10, 2020	\$2,600.00*
EXEM Entertainment TODES Ballet	September 26, 2020	\$2,600.00*
SFJAZZ Chucho Valdes, Dianne Reeves, Joe Lovano	October 15 & 16, 2020	\$2,600.00*

**WILSEY CENTER FOR OPERA**

San Francisco Opera Guild Opera Scouts Meetings Board Meeting	October 23 & 30, 2019 January 16, 2020	\$750.00
Merola Opera Program Member Event	December 9, 2019	\$700.00
Mannakin Theatre & Dance The Nutshell	December 13 & 14, 2019	\$2,100.00
Sunset Youth Orchestra Concert	December 15, 2019	\$1,050.00
San Francisco Ballet Orchestra Rehearsals Orchestra Auditions Symposium & Reception	Jan. 15 & 17, Feb. 6 & 7 and Mar. 20 & 21, 2020 April 6, 7 & 8, 2020 April 7, 2020	\$3,050.00
San Francisco Opera Center 2020 Schwabacher Recitals	Jan. 28 & 29, Mar. 3, 4 & 31, and April 1, 21 & 22, 2020	\$6,400.00
San Francisco Opera Meet the Adlers Reception	February 11, 2020	\$250.00

\*based on FY 2019-20 rates as FY 2020-21 rates are not yet set

**San Francisco War Memorial**  
**FY 2019-20 Revenue Report - September 30, 2019**

REF.		SEPT REVENUE	YEAR TO DATE	LAST YEAR TO DATE
<b>FACILITY RENTAL</b>				
35511	Opera House		\$ 133,950.00	\$ 280,366.90
35512	Green Room	14,090.00	185,853.01	187,925.00
35521	Herbst Theatre	46,175.00	243,050.00	269,600.00
35531	Davies Symphony Hall	8,000.35	323,270.35	240,690.00
35542	Wilsey Center	37,870.00	109,820.00	63,330.00
62891	Zellerbach Rehearsal Hall	780.00	114,445.00	72,880.00
<b>OFFICE RENTAL</b>				
35519	San Francisco Opera (OH)	14,215.28	56,861.12	53,995.28
35519	San Francisco Ballet (OH)		7,394.46	5,609.04
35539	San Francisco Symphony (DSH)	14,319.00	42,957.00	42,957.00
35540	Veterans Bldg. Office Rent (SFO)	45,120.19	172,847.29	143,323.60
35540	Veterans Building Occupancy Fees		-	1,625.82
<b>FOOD/BEVERAGE CONCESSIONS</b>				
35611	Opera House	622.28	66,396.62	51,253.63
35611	Herbst Theatre	3,192.10	16,725.59	22,493.60
35631	Davies Symphony Hall	8,332.24	78,273.77	80,598.93
<b>PROGRAM CONCESSIONS</b>				
35612	Opera House	166.99	1,245.08	200.03
35612	Herbst Theatre		361.67	-
35632	Davies Symphony Hall		2,592.94	4,447.02
<b>OTHER</b>				
35232	Parking Fees	1,586.50	11,125.25	11,396.25
62899	Miscellaneous Revenue	12,612.90	64,978.72	66,007.60
<b>GROSS REVENUE</b>		<b>\$ 207,082.83</b>	<b>\$ 1,632,147.87</b>	<b>\$ 1,598,699.70</b>
	Less 15% War Memorial Reserve	(31,062.42)	(244,822.18)	(239,804.86)
	Payment to War Memorial Commission	(3,369.00)	(10,107.00)	(9,648.00)
<b>NET REVENUE</b>		<b>\$ 172,651.41</b>	<b>\$ 1,377,218.69</b>	<b>\$ 1,349,246.84</b>
<b>OTHER FUNDS</b>				
35614	Concessions Equipment Replacement	\$ 648.18	\$ 7,191.42	\$ 7,948.27

**San Francisco War Memorial**  
**FY 2019-2020 Appropriations Report - September 30, 2019**

OBJ	DESCRIPTION	REVISED APPROPRIATION	YTD ENCUMBERED & EXPENDED	BALANCE
501010	Permanent Salaries	\$ 6,204,348	\$ 1,289,384	\$ 4,914,964
501010	Temporary Salaries	455,951	158,055	297,896
509010	Premium Pay	138,266	24,841	113,425
510210	One-Time Salaries Payments		59,826	(59,826)
511010	Overtime	163,952	60,514	103,438
501070	Holiday	93,111	16,524	76,587
513000	Mandatory Fringe Benefits	3,393,292	703,926	2,689,366
521030	Air Travel	3,842		3,842
521050	Non-Air Travel	7,640	5,002	2,638
522000	Training	11,520	325	11,195
523010	Auto Mileage	100		100
524010	Membership Dues	3,795	3,150	645
527090	Special Inspection & Testing Services			-
527610	Systems Consulting	61,563	29,799	31,764
527990	Other Professional Services	7,186	1,501	5,685
528010	Scavenger Service	320,553	75,590	244,963
528030	Pest Control	41,439	25,348	16,091
528910	Elevator Service	261,951	207,547	54,404
528990	Other Building Maintenance Services	321,891	224,029	97,863
529110	Data/Word Processing Maintenance	19,200	4,200	15,000
529990	Other Equipment Maintenance	61,028	16,929	44,099
531000	Equipment Lease/Rental	17,122	11,113	6,008
535000	Other Current Expenses	30,099	6,842	23,257
540000	Materials & Supplies	334,363	114,462	219,900
552110	Taxes (Community Benefit District)	165,087	-	165,087
552115	Sales Tax	2,285	10,928	(8,643)
552210	Fees, Licenses and Permits	26,700	1,221	25,479
581051	PUC - Light, Heat and Power	866,321	68,228	798,093
581063	PUC - Sewer Service	122,200	16,648	105,552
581064	PUC - Water	111,000	14,383	96,617
581210	DTIS - ISD Services-Infrastructure	138,532	34,633	103,899
581270	City Attorney - Legal Services	100,000	-	100,000
581325	DTIS - Enterprise Agreement	3,469	-	3,469
581360	DTIS - Telephone Services	40,672	-	40,672
581410	GSA - Custodial Services	3,625,454	-	3,625,454
581450	DHR - Management Training	1,080	-	1,080
581460	DHR - Workers Compensation	45,619	-	45,619
581570	DPH - Medical Services/Training	20,290	-	20,290
581580	DPH - Toxic Waste & Haz. Mat Svcs.	7,980	-	7,980
581820	Purchasing - Reproduction	8,500	-	8,500
581880	Rec. Park - Gardener Services	180,932	-	180,932
	<b>TOTAL OPERATING</b>	<b>\$ 17,308,900</b>	<b>\$ 3,184,949</b>	<b>\$ 14,233,383</b>
14680	Facilities Maintenance	\$ 599,471	\$ 261,111	\$ 338,360
14690	Capital Improvements	650,000	273,936	376,064
	Capital Equipment	-	-	-
	<b>GRAND TOTAL</b>	<b>\$ 18,529,928</b>	<b>\$ 3,719,996</b>	<b>\$ 14,947,807</b>
570000	Debt Service	\$ 9,357,476	\$ 2,985,000	\$ 6,372,476
14720	War Memorial Reserve	\$ 2,339,216	\$ 359,502	\$ 1,979,714
14700	Concessions Equip. Repl. Fund	\$ 95,673	\$ 5,452	\$ 90,221





**Michael Tilson Thomas**  
Music Director

**Sakurako Fisher**  
President

**Esa-Pekka Salonen**  
Music Director Designate

**Mark C. Hanson**  
Chief Executive Officer

**Herbert Blomstedt**  
Conductor Laureate

September 25, 2019

John Caldon, Managing Director  
War Memorial Performing Arts Center  
401 Van Ness Avenue  
San Francisco, CA 94102

Dear John,

The San Francisco Symphony requests approval to install a lobby exhibition celebrating the 25-year partnership between the Symphony and Michael Tilson Thomas, January 8, 2020 through June 28, 2020. The exhibition, located in the south end of the First Tier Lobby, will be made up of two stand-alone pylons, two exhibit cases, a video monitor with seating, and graphics and text adhered to the lobby walls with Graphitex, a removable material. As with previous lobby exhibitions, the Symphony will be responsible for security and the restoration of the space following the exhibition, as well as removing/covering the exhibition for outside rentals as requested by the War Memorial. A floorplan is attached.

We look forward to answering any questions you or the trustees may have at the next board meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrew Dubowski".

Andrew Dubowski  
Director of Operations

# Exhibit\_Plan\_A

