



Lower Polk Community Benefit District FY 2017-18 Annual Report



Legislative Overview

**Community Benefit Districts (CBDs) /
Business Improvement Districts (BIDs) are
governed by:**

- **State law**
 - “1994 Act”
- **Local law**
 - “Article 15”



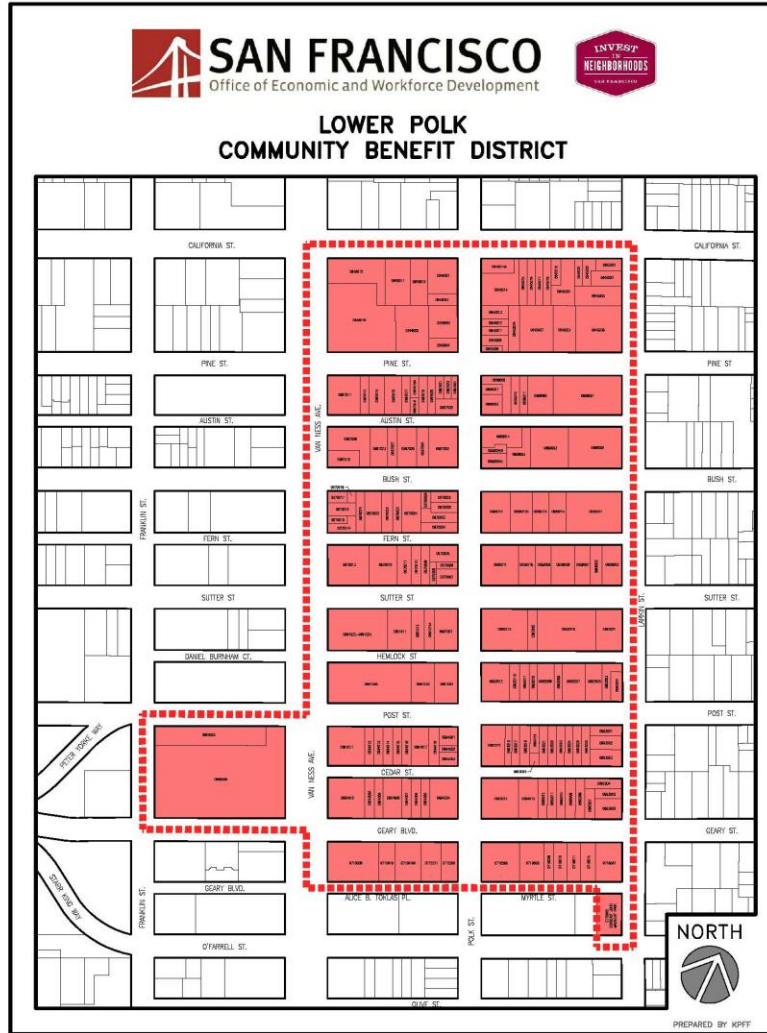
Review Process

This resolution covers the Annual Report for FY 2017-2018

- OEWD ensures that all CBDs/BIDs are meeting their management plans.
- OEWD staff conducts an annual review of the Annual Report and CPA Financial Review.
- OEWD provides the Board Supervisors with a summary memo.



Parcel Map



LPCBD Formation

LPCBD	Type	Assessment Budget*	FY 17-18 Assessment Roll Submission	Year Established	Expires
	Property-Based	\$ 799,093.79	\$ 839,147.96	2014	June 30, 2029

**budget identified in management plan*



Lower Polk Operations

- **Staff**

- Executive Director – Christian Martin*

- **Service Areas**

- **Cleaning, Maintenance, and Safety Program**

- This program includes regular sidewalk sweeping, alley cleaning, refuse removal, steam cleaning, pressure washing, graffiti removal, greenspace maintenance, and a variety of safety efforts.

- **Marketing, Streetscape Improvements, and Beautification Program**

- This service area includes marketing the district, recruitment of new businesses, business retention, public space programming, and to create an overall neighborhood identity,

- **Management and Operations**

- Management and operations includes oversight of service contract, implementation of major projects, staffing the Board of Directors and Committees, and general day to day operations.

**Please note that Mr. Martin's last day as the Executive Director of the Lower Polk CBD was November 8, 2019*



BENCHMARKS

OEWD's staff reviewed the following budget related benchmarks for LPCBD:

Benchmark 1 – Whether the variance between the budget amounts for each service category was within 10 percentage points from the management plan.

Benchmark 2 – Whether five and fifty-five hundredths percent (5.55%) of LPCBD's actuals came from sources other than assessment revenue.

Benchmark 3 - Whether the variance between the budget amounts for each service category was within 10 percentage points from the actuals.

Benchmark 4 - Whether CBD is indicating the amount of funds carried over from the current fiscal year and designating projects to be spent in the upcoming fiscal year.



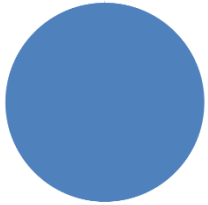
Management Plan vs. Annual Budgets

Service Category	FY 2014-2015 Variance % Points	FY 2015-2016 Variance % Points	FY 2016-2017 Variance % Points	FY 2017-2018 Variance % Points
Cleaning, Maintenance, and Safety Program	0%	0%	+1.18%	+1.92%
Marketing, Streetscape Improvements, and Beautification Program	0%	0%	-1.19%	-0.46%
Management and Operations	0%	0%	+1.41%	-1.26%
Contingency/Reserves	0%	0%	-1.40%	-0.19%



Assessment Revenue & Other Income

FY 2014 - 2015



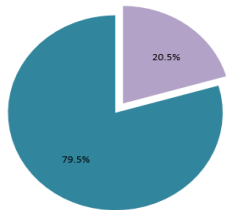
Since LPCSD did not receive assessment revenue in FY 14-15 they met this benchmark.

FY 2015 - 2016



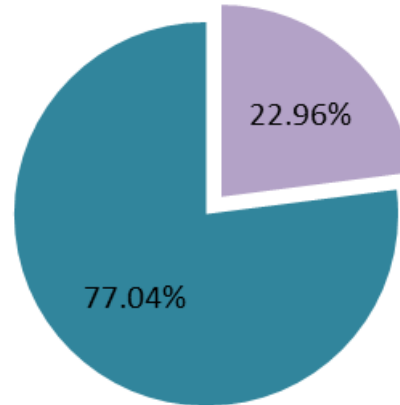
■ Non-Assessment Revenue 41.40%
■ Special Benefit Assessments 58.60%

FY 2016 - 2017



■ Non-Assessment Revenue 20.50%
■ Special Benefit Assessments 79.50%

FY 2017 - 2018



■ Non-Assessment Revenue 22.96%
■ Special Benefit Assessments 77.04%



Budget vs Actuals

Service Category	FY 2014-2015 Variance % Points	FY 2015-2016 Variance % Points	FY 2016-2017 Variance % Points	FY 2017-2018 Variance % Points
Cleaning, Maintenance, and Safety Program	-57%	+0.98%	+1.61%	0%
Marketing, Streetscape Improvements, and Beautification Program	-11%	-7.69%	+1.35%	0%
Management and Operations	+72%	+5.94%	-0.72%	0%
Contingency/Reserves	-4%	+0.77%	-2.23%	0%



Carryover

Designated Projects	FY 2017 - 2018
Cleaning, Maintenance, and Safety Program	\$204,518.00
Marketing, Streetscape Improvements, and Beautification	\$37,949.00
Management and Operations	\$95,135.00
Contingency and Reserve	\$12,043.00
Total Designated Amount	\$349,645.00



Findings & Recommendations for LPCBD

In completing the review of the LPCBD's annual report and financials, OEWD found that the CBD met all 4 benchmarks.

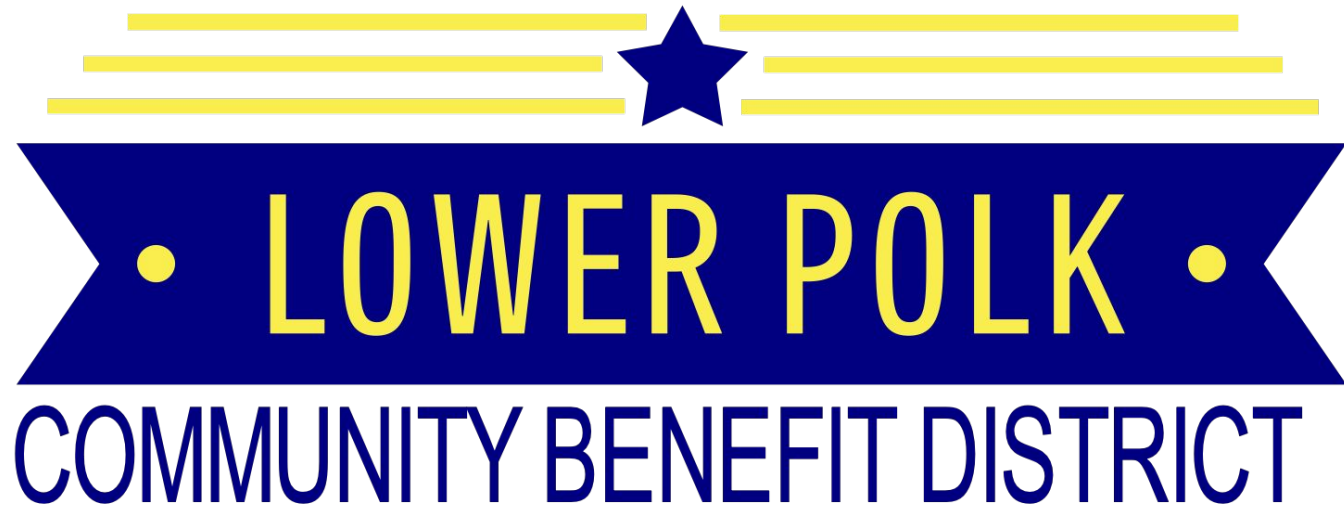
- **The CBD temporarily lost its 501(c)3 designation in winter 2017 due to accounting error by former accountant. LPCBD replaced accountant and received reinstatement in early spring 2018.**
- **The CBD responded to community needs by providing PitStop restroom services in front of Macaulay Park**
- **The CBD continued to implement and execute community building activities such as the Lower Polk/Tenderloin Art walk series, Hemlock Mural Project, restroom services ,and tenant-landlord clinic to prevent homelessness**
- **LPCBD played a pivotal role in assisting the Discover Polk CBD Steering Committee with their formation in FY 17-18**



Conclusion

- **LPCBD has performed well in implanting its service plan**
- **LPCBD has continued to successfully sponsor and help implement events and programs in the district**
- **LPCBD has an active board and committee members and will successfully carry out its mission as a CBD**





LOWER POLK CBD FISCAL YEAR 2017-2018

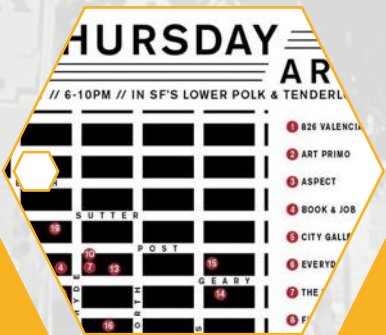
GOVERNMENT AUDIT & OVERSIGHT COMMITTEE

NOVEMBER 13, 2019

BUILDING DISTRICT IDENTITY



First Thursday Art Walk promoted.



Brought the Polk Street Blues Festival back to Polk Street with community support.

Continued construction mitigation marketing efforts.



Provided information to merchants, pedestrians, and visitors.

Built Maccaulay Park website



Worked closely with six local artists on a community-designed mural in Hemlock Alley

Planter boxes in Austin, Hemlock, Cedar, and Alice B. Toklas Alleys



STREET OPERATIONS, BEAUTIFICATION AND HOMELESS OUTREACH

2,828 instances of graffiti removed.

Over 106,500 lbs of trash removed from public rights of way.

Steam cleaned 245,545 of linear frontage.

Developed and implemented 311 tracking software to quickly respond to issues within the CBD's purview.

Continued to plan and implement a Streetscape Improvement Project for the entire Polk Street corridor.

Addressed 157 calls for service regarding cleaning.

Provided access to clean and monitored restroom services 24 hours per day through mobile Relief Center program (became official Pit Stop in FY17/18).

Addressed 26 calls regarding public safety.

FIRST THURSDAY

ART WALK

Applied for and received grant funding for:

ADMINISTRATION, ORGANIZATION AND CORPORATE OPERATIONS

Fern Alley Build-Outs and Activations

An innovative Tenant Landlord Clinic to help prevent homelessness.

Lower Polk/Tenderloin Art Walk.

Hemlock Mural Project.

Pit Stop restroom services. (See next slide).

FARRELL

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8 FLEET WOOD

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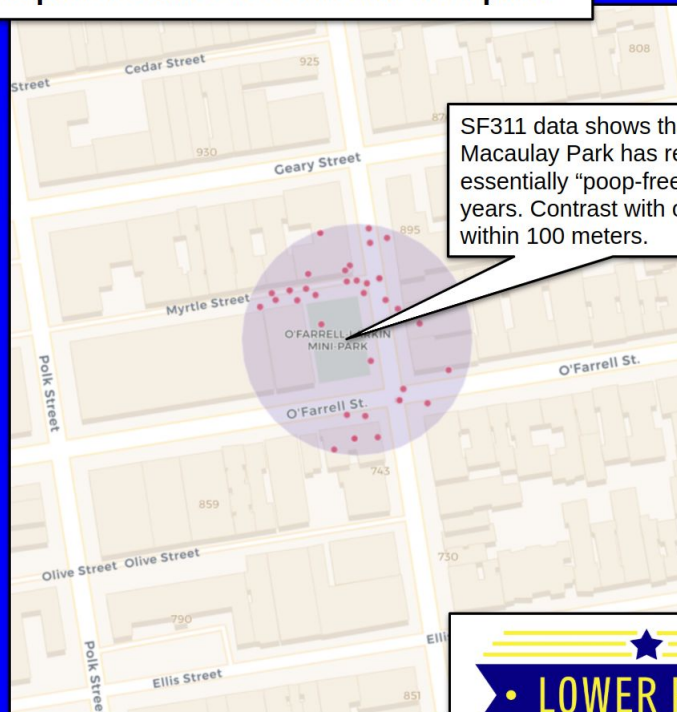
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SAMPLE QUALITY OF LIFE DATA (Sgt. Macaulay Park: SF311)

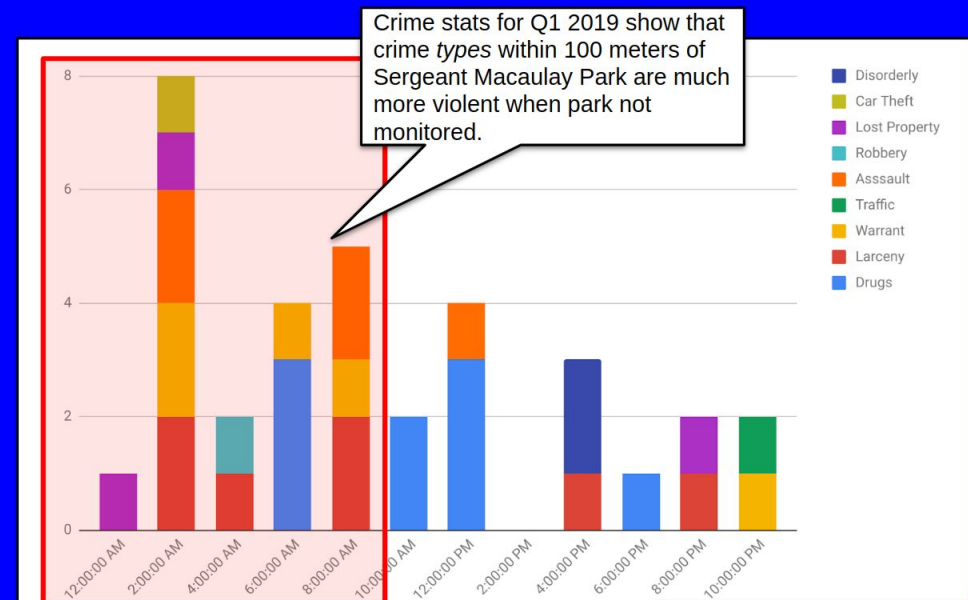
Monitoring the park reduces feces in and near park.



SF311 data shows that Sergeant Macaulay Park has remained essentially "poop-free" for the last 3 years. Contrast with other areas within 100 meters.



Crime is less violent when the park is monitored.



2017 VS. 2018 QUALITY OF LIFE DATA (SF311) - needs edit or delete

Needles Reports

San Francisco (2950 vs. 6354) saw a 115 percent increase.

Lower Polk (38 vs. 38) saw a zero increase.

Feces

San Francisco (13174 vs. 20922) saw a 58.8 percent increase.

Lower Polk (220 vs. 240) saw only a 9 percent increase.

Graffiti

San Francisco (56491 vs. 72714) saw a 28.7% increase.

Lower Polk (897 vs. 459) saw a 48.8 percent decrease.

OUR PARTNERS

Office of Economic and Workforce Development

Mayor's Office of Housing and Community Development

Residents and Businesses of the Lower Polk Community

SF Department of Public Works

Middle Polk CBD Steering Committee

SF Human Services Agency

Lower Polk Neighbors

La Voz Latina (THC)

UC Hastings College of the Law

Bar Association of San Francisco

SF Apartment Association

