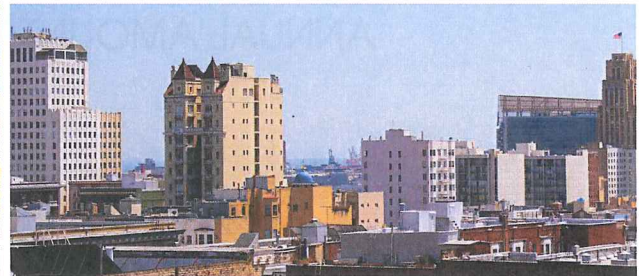
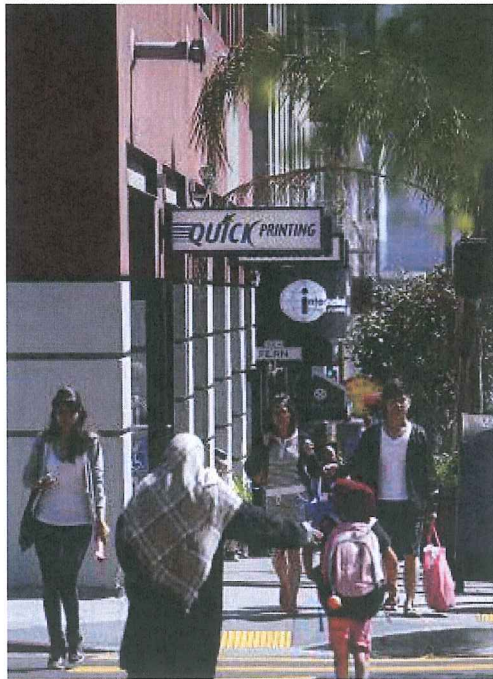


# Lower Polk Community Benefit District Management Plan San Francisco, CA

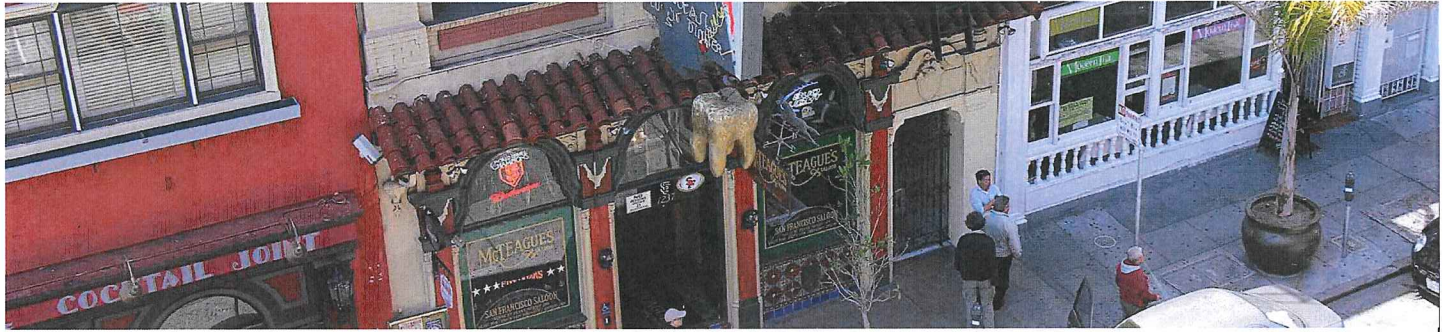


Prepared by the Lower Polk Community Benefit District Steering Committee, The Livable Environment, Bay Area LISC and NBS Consulting

Prepared for: Property Owners, Businesses and Residents of the proposed Lower Polk CBD and the Board of Supervisors

And Pursuant to the State of California and Business Improvement District Law of 1994 and augmented by Article 15 of the San Francisco Business and Tax Regulations Code to authorize a Community Benefit District for the proposed Lower Polk area in San Francisco, CA





On behalf of the Lower Polk Neighborhood Organization and  
community stakeholders of the Lower Polk area of San Francisco

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## Executive Summary

Lower Polk community members have been involved in several community improvement efforts over the years to make the Lower Polk neighborhood a better place to conduct business and live. This endeavor includes the efforts of the Lower Polk Neighborhood Organization (LPN). LPN is comprised of a group of local merchants, property owners, and residents who are committed to making the Lower Polk commercial corridor a vibrant and safe place.

One of the ways to maximize the available resources and to provide a funding source for that effort is through the establishment of a Community Benefits District (“CBD”). A CBD is a special assessment district that provides for the levy and collection of assessments on properties within a geographically defined area. Assessment revenue collected from the benefiting properties pays for the costs associated with the improvements, services, and activities provided to the CBD area.

As part of the community outreach process to involve local merchants, property owners, residents and visitors, the Lower Polk CBD (LPCBD) Steering Committee conducted surveys in 2013, these surveys were sent out to all property owners of the proposed district and through district intercept. The Committee used the surveys to gauge the level of support, as well as rank the perceived importance of various needs throughout the Lower Polk area. Over 125 responses were received, and 80% of the respondents felt that current district conditions have negatively impacted their business or property and 65% were interested in becoming involved in forming a CBD in the neighborhood.

Over the past year, the LPCBD Steering and/or Executive Committee has met over 24 times, conducted 8 monthly updates at the Lower Polk Neighbor’s (LPN) meetings and convened 2 larger community meetings, with property owner mailings on October 23, and December 11- two more are scheduled for April 24th and April 26th.

These positive survey results, coupled with ongoing supportive community outreach meetings, and District Supervisor support, encouraged community members to move forward to the next stage of the CBD formation process. The district management plan supports those next steps and the following is a summary of the proposed CBD.



## Lower Polk CBD Overview

### District Boundaries

Approximately 22 whole or partial blocks, the boundaries of the proposed LPCBD are:

- California St. from Larkin St. to Van Ness Ave. (South side only)
- Van Ness Ave. from California St. to Post St. (East side only)
- Post Street from Van Ness Ave. to Franklin Street (South Side only)
- Franklin St. from Post St. to Geary. Blvd. (East side only)
- Geary Blvd. from Franklin St. to Van Ness Ave. (North side only)
- Van Ness Ave. from Geary Blvd. to Alice B. Toklas Pl. (East side only)
- Alice B. Toklas Pl. from Van Ness Ave. to Polk St. (North side only)
- Myrtle St. from Polk St. to Larkin St. (North side only)
- Larkin St. from Myrtle St. to California St. (West Side Only)

In addition to the above boundary description, the District boundaries also include

Assessor's Parcel No. 0716 -002, with the following boundaries:

- Myrtle Street from Larkin Street to Northwest corner of Assessor's Parcel No. 0716-002 (North side of Assessor's Parcel No. 0716 -002 only)
- Larkin Street from Myrtle Street to O'Farrell Street (West side of Assessor's Parcel No. 0716 -002 only)
- O'Farrell Street from Larkin Street to Southwest corner of Assessor's Parcel No. 0716-002 (South side of Assessor's Parcel No. 0716-002 only)
- Southwest Corner of Assessor's Parcel No. 0716-002 (Westside of Assessor's Parcel No 0716-002) to Northwest Corner of Assessor's Parcel No. 0716-002

### Services

**Ambassadors** – monitoring street conditions, conducting social service outreach, pedestrian safety, and merchant outreach.

**Cleaning and Maintenance** – daily sweeping, pressure washing, garbage and graffiti removal.

**Economic Development** –retail attraction, retention and technical support.

**Management** – including handling of day-to-day operations, advocacy, grant writing, financials, and all administrative tasks.

## Lower Polk Community Benefit District

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### Allocation of Budget to Each Service Type

57% for cleaning, safety, and maintenance  
28% for operations and management  
11% for district identity, marketing, branding and events  
4% for contingency and reserves

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### Method of Collecting Assessment

Each property owner pays a share of the cost of the LPCBD, based on a formula. The payment is collected twice yearly, through the property tax bill. The CBD assessment, including the collection and enforcement of any delinquent assessment and imposition of interest and penalties per City and County of San Francisco Business and Tax Regulations Code Article 6, and related law as it may be amended from time to time, will be collected and enforced by The Treasurer and Tax Collector of the City. The Treasurer and Tax Collector shall transfer the assessment payments to a non-profit corporation that is designated as the Owners' Non-Profit Association for the District.

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### Typical Assessments for Different Types of Properties

The special benefit is allocated to parcels within the CBD via benefit point system. Such benefit points are calculated based on upon objective parcel criteria such as land use, linear front footage, lot size, and building square footage. A detailed and objective point system was established which allocates benefits to parcels based on aesthetic, safety and economic activity benefits. A parcel's total benefit points are then multiplied by a dollar amount per point to achieve an assessment per parcel.

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### CBD Total Service Budget, Year One

\$846,049.54 (Total); \$799,093.54 (Special Benefit: to be covered by assessments, paid by property owners).

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### Potential Annual Increase in Assessment

Assessments for year 2- 15 may, with approval of Board of Directors of the Owners Non-Profit Association ("Board of Directors"), be increased annually by the amount of increase in the Bay Area Consumer Price Index (CPI), up to a maximum of 3%.

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### Process for District Creation

The CBD requires approval by property owners. The process has three steps:

1. A petition, that must be signed by property owners who will pay at least 30% of the assessments
2. Approval by the Board of Supervisors of a "Resolution of Intent"
3. Mailing of ballots to all property owners and a public hearing, if the weighted majority of ballots submitted is in support (meaning there is no majority protest), then the Board of Supervisors may establish the CBD.

**Term** If established, assessments would be collected for 15 years (July 1, 2014 - June 30, 2029). Expenditure of those collected assessments can continue for up to six months after the end of the assessment collection period (December 31, 2029), at which point the District would terminate, if not renewed.

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**Entity Structure** The CBD is managed by an Owners' Non-Profit Association that is a 501(c) non-profit corporation.

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**Legal Authority** CBDs are authorized by the Property and Business Improvement District Act of 1994 within the California Streets and Highway Code (Sections 36600 et seq.) ("1994" Act") as augmented by the Business Improvement District Procedure, Article 15 of the San Francisco Business and Tax Regulations Code.

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**Governance** A Board of Directors will be elected, consisting of 11 seats in total. Of these seats, six represent property owners, two represent community-based organizations or residents in the district and three represent non-property owning merchants operating in the district.

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### Disestablishment

Each year that the CBD is in existence, there will be a 30-day period during which property owners will have the opportunity to request disestablishment of the CBD. This 30-day period begins each year on the anniversary of the date the CBD was established. Within that 30-day period, if a written petition is submitted by the owners of real property who pay 50% or more of the assessments levied, the Board of Supervisors shall convene a hearing on whether to disestablish the district by:

A majority of the Board of Supervisors (six members) may initiate disestablishment at any time based on misappropriation of funds, malfeasance, or violation of law in connection with management of the district.

A supermajority (eight members) of the Board of Supervisors may initiate disestablishment proceedings for any reason. All outstanding bonds, financing leases, or similar obligations of the City payable from or secured by the CBD assessment must be paid prior to disestablishment of the CBD.

## District at a Glance

Lower Polk community members have been involved in several community improvement efforts over the years to make the Lower Polk neighborhood a better place to conduct business and live. This endeavor includes the efforts of the Lower Polk Neighborhood Organization “LPN”. LPN is comprised of a group of local merchants, property owners, and residents who are committed to making the Lower Polk commercial corridor a vibrant and safe place. One of the ways to maximize the available resources and provide a funding source in that effort is through the establishment of a CBD. A CBD is a special assessment district that provides for the levy and collection of assessments on properties within a geographically defined area. Assessment revenue collected from the benefiting properties pays for the costs associated with the improvements, services, and activities provided to the CBD area.

As part of the community outreach process to involve local merchants, property owners, residents and visitors, the Lower Polk CBD (LPCBD) Steering Committee (the “Steering Committee”) conducted surveys in 2013, which were sent out to all property owners of the proposed district. The Steering Committee used the surveys to gauge the level of support, as well as rank the perceived importance of various activities throughout Lower Polk area. Over 125 responses were received, and 80% of the respondents felt that current district conditions have negatively impacted their business or property and 65% were interested in becoming involved in forming a CBD in the neighborhood. (See appendix D )

The positive survey results, coupled with ongoing supportive community outreach meetings, encouraged community members to move forward to the next stage of the CBD formation process. This district management plan supports those next steps and following is a summary of the proposed CBD.

### Lower Polk

#### Population

36,800+

#### Median Age

37.8 yrs

#### Businesses

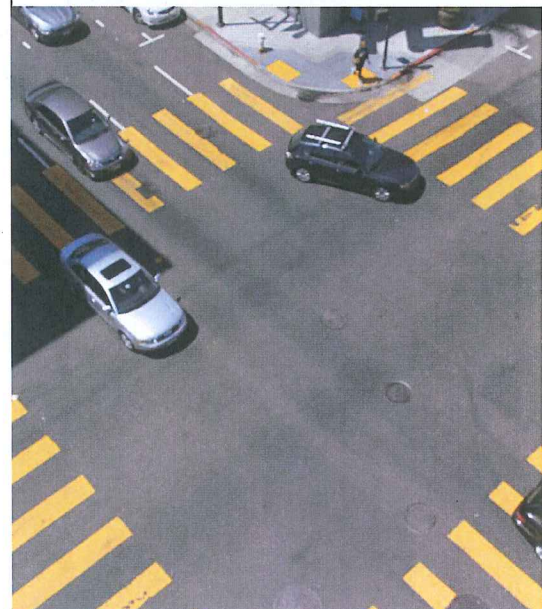
2,761

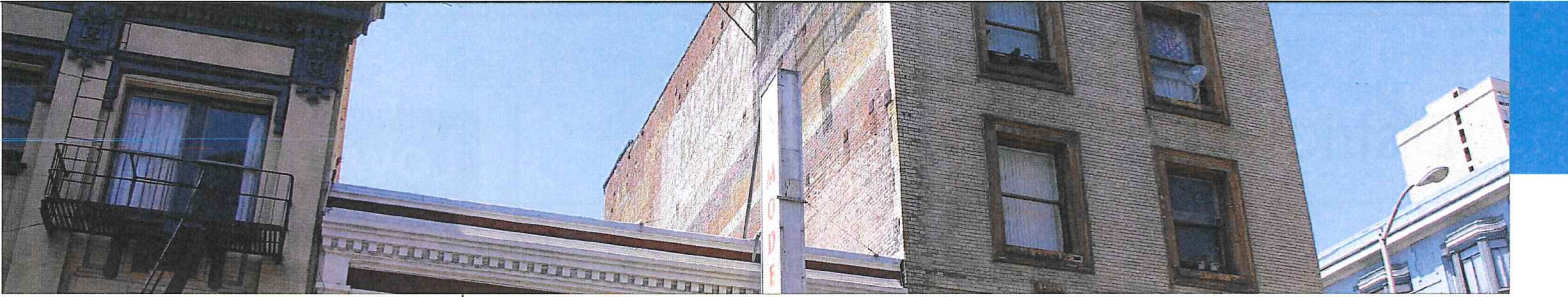
#### Households

24,000+

#### Median Income

\$52,684





## Boundary

Approximately 22 whole or partial blocks, the boundaries of the proposed LPCBD are:

- California St. from Larkin St. to Van Ness Ave. (South side only)
- Van Ness Ave. from California St. to Post St. (East side only)
- Post Street from Van Ness Ave. to Franklin Street (South Side only)
- Franklin St. from Post St. to Geary. Blvd. (East side only)
- Geary Blvd. from Franklin St. to Van Ness Ave. (North side only)
- Van Ness Ave. from Geary Blvd. to Alice B. Toklas Pl. (East side only)
- Alice B. Toklas Pl. from Van Ness Ave. to Polk St. (North side only)
- Myrtle St. from Polk St. to Larkin St. (North side only)
- Larkin St. from Myrtle St. to California St. (West Side Only)

In addition to the above boundary description, the District boundaries also include Assessor's Parcel No. 0716 -002, with the following boundaries:

- Myrtle Street from Larkin Street to Northwest corner of Assessor's Parcel No. 0716-002 (North side of Assessor's Parcel No. 0716 -002 only)
- Larkin Street from Myrtle Street to O'Farrell Street (West side of Assessor's Parcel No. 0716 -002 only)
- O'Farrell Street from Larkin Street to Southwest corner of Assessor's Parcel No. 0716-002 (South side of Assessor's Parcel No. 0716-002 only)
- Southwest Corner of Assessor's Parcel No. 0716-002 (Westside of Assessor's Parcel No 0716-002) to Northwest Corner of Assessor's Parcel No. 0716-002







## Improvements, Services, and Activities

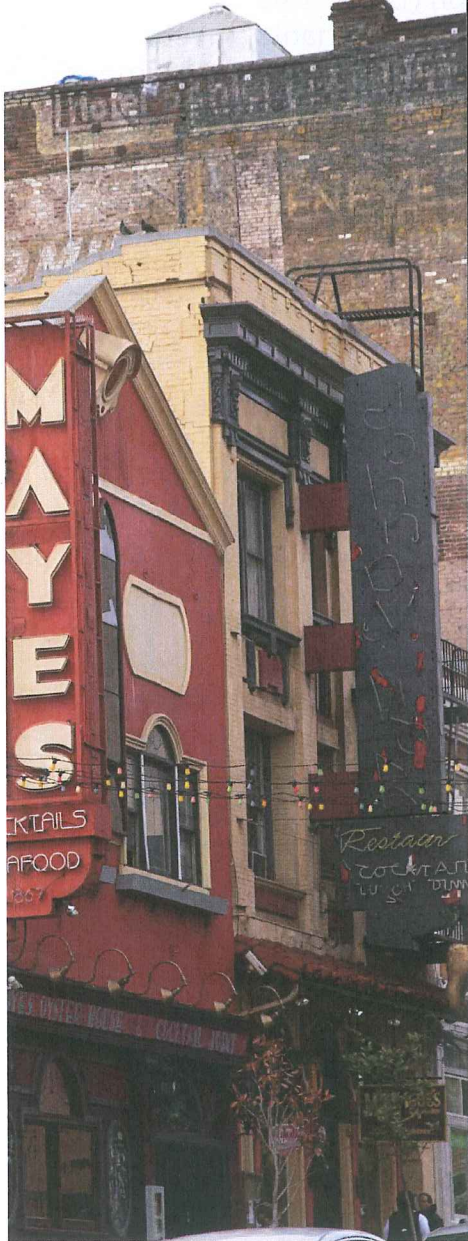
The improvements, services, and activities provided in this plan include: a Cleaning, Maintenance and Safety program for the district; a Marketing, Streetscape Improvements, and Beautification program to promote the commercial district; and various management activities to support those efforts.

## Annual Total Budget and Assessments

The total proposed annual operating budget for Fiscal Year 2014/15 is \$846,049.54. Assessment revenue provides 94.5% of the annual budget, which equals \$799,093.54. Additional funds will be generated from sources such as grants, California Pacific Medical Center (“CPMC”) donations, and fees for service contracts and in kind donations. The assessment calculation for each property utilizes a combination of linear street frontage, building square footage, and lot square footage. The Method of Assessment section of this Management District Plan provides a more detailed procedure of the annual assessment calculation.

## Term

If established, assessments would be collected for 15 years (July 1, 2014 - June 30, 2029). Expenditure of those collected assessments can continue for up to six months after the end of the assessment collection period (December 31, 2029), at which point the District would then be terminated, if not renewed.





## Background

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In 2001, a group of community stakeholders interested in revitalizing the Lower Polk commercial district formed the Lower Polk Neighborhood Organization (LPN). This neighborhood organization, with a strong membership of residents and merchants, meets monthly to discuss and implement neighborhood programs that focus on key issues of crime, beautification, and strengthening of the community.

The LPCBD Steering Committee was formed in July 2013 to promote the vision for the neighborhood commercial corridor and it includes representation of residents, business owners, nonprofit agency representatives, and property owners.

The Steering Committee's vision for the Lower Polk neighborhood:

- Clean and safe with places to gather and congregate including public or open space;
- Welcoming to diverse populations and reflects a mix of businesses that offer goods and services that meet the needs of the residents of the neighborhood;
- Promotes art and culture;
- Vibrant and viable neighborhood commercial district with flourishing small businesses and a community-friendly atmosphere;
- The neighborhood appearance reflects the local history and culture;
- Community-based partnerships address issues and serve as stewards for change.
- Capitalize on distinct architectural and street design to promote interesting experiences and qualities.
- Encourage CPMC to provide access to quality medical care to the residents of the neighborhood; use local businesses for services and goods; and hire local residents.
- Utilize funding from CPMC for capital projects focusing on neighborhood and community safety, health, and cleanliness issues and events (such as farmer's markets and block parties), and for streets and alleys improvements within the neighborhood

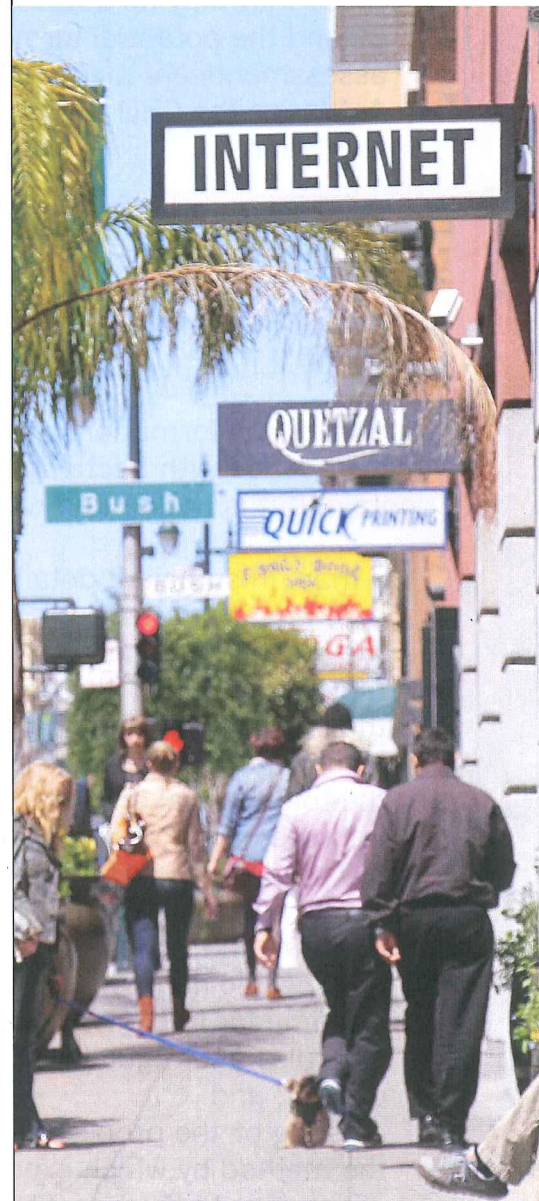
Property owners establish community improvement districts to provide a constant funding source for various improvements, services, and activities that benefit properties within a defined geographical area. The improvements, services, and activities can include providing enhanced cleaning and maintenance services, improving security, providing for economic development to promote and revitalize an area, and other programs found to benefit an area. The ongoing revenue stream for the improvements, services, and activities comes from the annual assessments that are levied upon properties within the area following a formal petition and ballot approval process by the weighted majority of those assessed and then only after public hearings and approval by the Board of Supervisors.

## What is a Community Benefits District (“CBD”)?

A CBD is a special assessment district that provides for the levy and collection of assessments on properties within a geographically defined area. Assessment revenue collected from the benefitting properties pays the costs associated with the improvements, services, and activities provided to the CBD area. In San Francisco the legislation that allows for the establishment of a CBD, is the California Streets and Highway Code Sections 36600 et seq. (“1994 Act”) augmented by the Business Improvement District Procedure, Article 15 of the San Francisco Business and Tax Regulations Code. The 1994 Act allows for the levy of special assessments on both properties and or businesses. CBD’s are also referred to as Business or Property Improvement Districts (“BIDs”) in some areas of San Francisco.

A CBD established under the 1994 Act may be administered by an Owners’ Non-Profit Association. The Owners’ Non-profit Association administers or implements the activities and improvements specified in the management district plan. The Owners’ Non-Profit Association determines the needed improvements, services, and activities within the CBD boundaries, and how the assessment revenue collected is to be spent among the selected improvements, services and activities. In San Francisco, the Board of Supervisors must authorize the formation and establishment of the CBD and any contract with the Owners’ Non-Profit Association and following the CBD formation, the City will levy and collect the annual assessment. Once authorized, the City will enter into a management contract with the Owners’ Non-profit Association.

CBDs serve as highly successful funding mechanisms for district improvements, services, and activities. Some notable CBDs/BIDs include: the Greater Union Square BID in San Francisco, the LA Fashion District BID in Los Angeles, and the Times Square BID in New York City. Existing neighborhood based CBDs/BIDs in San Francisco are the Tenderloin, Civic Center, Noe Valley, and Upper Market/Castro among other places. There are currently 13 BIDs/CBDs in operation throughout San Francisco.



## The Business Improvement Districts Procedure “Article 15”

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In 2004, the Board of Supervisors enacted The Business Improvement Districts Procedure Code, which added Article 15 to the San Francisco Business and Tax Regulations Code (“Article 15”). Article 15 augments the 1994 Act and provides for the following changes:

- Reduce the weighted percentage (from 50% to 30%) of petitions required from those that may be assessed, in order to initiate the formation of a CBD;
- Extend the potential term of a CBD to a maximum of 15 years (40 years if assessments are pledged to bonds); and
- Authorize the CBD to recover, through assessments, the costs incurred for formation.

### Establishing a CBD

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The 1994 Act as augmented by Article 15 provides the legal framework for establishing this CBD.

As part of the formation proceedings, proponents prepare a Management District Plan in accordance with Section 36622 of the 1994 Act. The Management District Plan must contain, but is not limited to, the following required elements:

- a map, in sufficient detail to locate each assessed property within the community or business improvement district;
- the name of the community or business improvement district;
- the description of the boundaries, including any benefit;
- the improvements, services, and activities to be funded for each year of operation, along with the maximum cost;
- the total annual amount to be expended, in each year of operation, for improvements, services, activities, maintenance, and operations;
- the proposed source(s) of financing, including the basis and method of levying the assessments, and whether or not bonds will be issued;
- the time and manner of collecting the assessments;
- the specific number of years in which the assessments will be levied;
- the time for implementation and completion of the Management District Plan;
- any rules and regulations applicable to the community or business improvement district; and
- a listing of the properties to be assessed along with the parcel number and the method by which expenses will be imposed upon benefited real property in proportion to the benefit received.

### CBD Name Designation

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The name designation of this proposed district for the City of San Francisco’s Lower Polk area is the Lower Polk Community Benefit District (“LPCBD”).

## Lower Polk CBD Boundary

The properties located within the proposed LPCBD boundaries represent a dynamic mix of land and development uses. There is a combination of commercial, retail, educational, non-profit, public and residential uses represented. The variety of land uses creates a unique and diverse corridor that plays into the vibrant activity and economic development of the Lower Polk area.

Approximately 22 whole or partial blocks, the boundaries of the proposed LPCBD are:

- California St. from Larkin St. to Van Ness Ave. (South side only)
- Van Ness Ave. from California St. to Post St. (East side only)
- Post Street from Van Ness Ave. to Franklin Street (South Side only)
- Franklin St. from Post St. to Geary. Blvd. (East side only)
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- Myrtle St. from Polk St. to Larkin St. (North side only)
- Larkin St. from Myrtle St. to California St. (West Side Only)

In addition to the above boundary description, the District boundaries also include Assessor's Parcel No. 0716 -002, with the following boundaries:

- Myrtle Street from Larkin Street to Northwest corner of Assessor's Parcel No. 0716-002 (North side of Assessor's Parcel No. 0716 -002 only)
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- Southwest Corner of Assessor's Parcel No. 0716-002 (Westside of Assessor's Parcel No 0716-002) to Northwest Corner of Assessor's Parcel No. 0716-002

The "Description of Improvements, Services, and Activities" section of this Management District Plan provides details of the different services and activities provided.

Appendix A of this report provides a map of the boundaries, as well as the identification of each parcel within the LPCBD.

## LPCBD Duration

The initial term for the LPCBD is 15 years, commencing in Fiscal year 2014/15. Beginning with Fiscal Year 2014/15, the City will levy and collect LPCBD assessments through Fiscal Year 2028/29. After the Fiscal Year 2028/29 final assessment billing, the property owners have the ability to renew the LPCBD for an additional term of up to 15 years by following the procedures for renewal of a district.



## Timeline for Implementation and Completion of the LPCBD

The timeline in table 1 provides for the establishment of the LPCBD and allows sufficient time to calculate and include the Fiscal Year 2014/15 assessments on the County's secured property tax roll. Given various considerations and time constraints, the proposed timeline for the establishment and implementation of the LPCBD is as follows:

Table 1: Proposed Timeline

Task Description	Estimated Completion Date
Present Draft Management District Plan	March 2014
Present Final Draft District Management Plan, Boundary Map, Engineer's Report	April 2014
Gather Petitions in Support of LPCBD, Conduct Outreach Receive Additional Feed Back on Plan	April 2014
Submit Petitions to Board of Supervisors	May 2014
Board of Supervisors Vote on Resolution of Intention to Establish District	June 2014
Proposition 218 Ballot Packages Submitted	June 2014
Conduct Public Hearing, Tabulate Ballots, Board of Supervisors Vote on Resolution Establishing District	July 2014
CBD Owners' Non-Profit Association Established	August 2014 - December 2014
Assessments Submitted to County for Billing	August 2014
Administration and District Operation Commences	January 2015



## Description of Improvements, Services, and Activities

Under the leadership of the Owners' Non-Profit Association, the LPCBD plans to implement and fund two principal programs; a Cleaning, Maintenance, and Safety program and a Marketing, Streetscape, and Beautification program.

### Cleaning, Maintenance, and Safety

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#### Objectives

The Cleaning, Maintenance and Safety Program will supplement services already provided by the Department of Public Works and other relevant City agencies. The comprehensive program aims to ensure owner, merchant, resident, and visitor safety while providing for the maximum possible cleanliness of sidewalks, curbs, fixtures, landscaping, and buildings throughout the LPCBD boundaries. Through the utilization of managed services, the Cleaning, Maintenance, and Safety program will strive for a safe, clean, and litter-free area that is absent of graffiti or other signs of decay. The goal is for property owners, merchants and residents alike to maintain a sense of pride in the Lower Polk Street area. Cleanliness is crucial to the establishment and growth of an aesthetically pleasing, safe, and vibrant community.

#### Service Outline

The LPCBD's Cleaning, Maintenance, and Safety program includes regular sidewalk sweeping, alley cleaning, refuse removal, regularly scheduled steam cleanings, pressure washing, graffiti removal, tree pruning and watering, tree well weeding with crushed granite replenishment, and a variety of safety efforts.

The program will work with residents, merchants, and youths on a variety of safety programs and strategies. Property owners and merchants expressed interests in furthering efforts for crime prevention and pedestrian safety in the district at meetings about the LPCBD. The Owners' Non-profit Association will collaborate with the San Francisco Police Department and work with the community and service providers on safety programs. The LPCBD will have community ambassadors who will provide assistance to visitors and assist in crime prevention, way-finding, tracking and cleaning graffiti, and assisting the homeless with social services outreach and information.

A team of maintenance and safety workers will carry out these tasks, as more fully described in Table 2

## Marketing, Streetscape Improvements, and Beautification

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In order to promote the unique character of the Lower Polk district and to help it compete in an urban market setting, the LPCBD will provide programs for marketing, promotions, streetscape improvements, and beautification. The purpose of the Marketing, Streetscape Improvements, and Beautification program is to augment existing City services as well as to ensure new marketing initiatives designed to promote both the stability and growth within the area.

### Objectives

The LPCBD stakeholders determined that marketing activities would improve the area's image, appeal, and visibility. The marketing activities will promote the LPCBD's, properties, and businesses through specially targeted programs and initiatives that would create a neighborhood identity and specifically market the district. In addition to these marketing activities, the LPCBD will contribute to the economic vitality of the area, and help with the recruitment of new businesses to the area and retention of existing businesses. Stakeholders view marketing activities as especially useful and necessary during a time of serious economic downturn, as is currently the case, but these services can also help the area stabilize itself and grow during prosperous economic times.

Public space programming and special events will support the district with events that draw visitors into the Lower Polk area as a means of additional exposure. Some of the proposed special events include holiday events and music/art events throughout the year. The LPCBD will program special events and conduct marketing activities in various parts of the district including hosting regular events and district promotion. The LPCBD marketing and promotion services will make sure new visitors, employees, students and residents know where to shop and eat and will help them enjoy their experience in the Lower Polk district.

The Owners' Non-profit Association may include other marketing initiatives as appropriate, and as budget resources allow.

### Advocacy

The purpose of advocacy within the Marketing, Streetscape Improvements, and Beautification program is to promote the LPCBD as a clean, safe, and vibrant area for businesses, visitors, and residents while also supporting business growth. Advocacy goes well beyond marketing programs that create image and visibility. In fact, advocacy activities can include services like advocating for business technical assistance resources, and representing district interests in citywide forums, to name a few.



Table 2: CBD Services

<b>Cleaning, Maintenance</b>	
Removal of litter, debris and cigarette butts on sidewalks from the building line to 18" into the street gutter	Daily
Damp wiping and straightening of public fixtures (such as trash can lids and news racks)	Daily
Power Washing of sidewalks and alleys (spot cleaning of most heavily trafficked areas/spills/stains)	Regular as needed
Removal of graffiti on private property with property owner consent	Within 48 hours
Removal of graffiti from public infrastructure	As required
Removal of isolated weeds (larger concentrations of weeds removed by cutting)	As needed
Special Projects. Defined as painting of public infrastructure, cleaning of tree wells, or other similar projects	As requested
<b>Corridor Safety</b>	
<b>Safety Ambassadors</b>	
Foot patrol - all areas to serve as a reassuring presence and a visible deterrent	Daily
Continually engage members of the public to provide directions, recommendations and other information as necessary	Daily
Interact with merchants to share safety related information or learn about merchants concern's related to street level activity	Daily
Report any observed illegal behaviors to the police and document behavior	Daily
<b>Social Service Outreach Ambassador</b>	
Engage visibly homeless individuals to identify possible needs that could put them on a path to housing. Individuals would be connected to available services offered by existing service providers	Daily
Analyze engagements with persons in need of social services	Daily
Work with San Francisco Police and service organizations to identify strategies to help individuals in need	Daily

Table 2: CBD Services Continued

<b>Marketing, Streetscape Improvements, and Beautification</b>	
Advocacy	As needed
Beautification	On going
Capital improvements	To be determined
Business retention activities	As needed
Business Attraction	As needed
Newsletters	Quarterly
Advertisements, brochures and website	As needed
Festivals, Art Walks, and other special events	To be determined
Banners and Holiday decorations	Annually

## Management and Operations

The LPCBD’s effectiveness in forming and maintaining relationships with the community is a vital component to the success of the LPCBD. A strong community relations effort emphasizes the importance of positive relationships within the Lower Polk area and encourages maximum community involvement. Active corridor management will also afford the opportunity to garner other material and financial support for the Lower Polk corridor.

Regular activities, initiatives, resources that support this task include:

- A dedicated CBD executive director who will serve as a focal point person and advocate for the district
- A program services manager to direct district service programs
- Operations and administrative work and expenses
- Grant applications and facilitation, including safety related efforts.

## Existing Baseline City Services

The City and County of San Francisco may not use assessment funds to pay for baseline services providing general benefits to the district. The following table provides the existing baseline City services provided to the Lower Polk area.

Table 3: Existing Services Provided by City

	Agency	Service	Primary City Dept. Provider	Frequency
Maintenance	Comcast	Cleaning bus boarding islands	Comcast	As needed, Call 311 for a service request
		Cleaning bus shelter	Comcast	As needed, Call 311 for a service request
	DPW	Alleys	DPW	daily cleaning, nightly flushing
		Cleaning & Repair street furniture	DPW	Call 311 for a service request. Does not include enclosed bus stops
		Gutter sweeping	DPW	Call 311 for a service request. Cost is \$320 per day when reported
		Mechanical Street Sweep	DPW	60 % of the blocks are mechanically sweep 7 days a week 30 % are swept 5 days a week 10 % are swept 4 days a week
		Pressure/Power Washing Sidewalks Around Trash cans Only	DPW	During Eco-bites (3), and when 311 calls for service are placed
		Sidewalk sweeping/litter pick-up	DPW Litter Patrol	Property owner or ground floor tenant responsible for every day – DPW can ticket for litter
		Sidewalks Repair/Damage Enforcement	DPW	DPW in charge of inspection and citations. Fronting property owner or merchant in charge of repair
		Trash Receptacles/Street Furniture/Utility Boxes	DPW	DPW only responsible for Trash Receptacles. Call 311 for a service request.
	MTA	Street Light Poles	MTA	As needed, Call 311 for a service request
	PUC	Maintenance and Repair of Street Lighting (bulbs)	PUC	As needed, Call 311 for a service request
Graffiti Removal	Comcast	On bus shelters/Boarding Islands	Comcast	As needed, Call 311 for a service request.
	DPW	DPW only responsible for Litter Receptacles Mail Boxes - Call 311 refer to USPS	DPW	Call 311 for a service request.
		Meters - Call 311 refer to MTA/Meter Shop	DPW	Call 311 for a service request.
		Signal Boxes - Call 311 refer to MTA/Signal Shop	DPW	Call 311 for a service request.
		Signs - Call 311 refer to MTA/Sign Shop	DPW	Call 311 for a service request.
		Utility Boxes - Depends on owner . i.e. . AT&T	DPW	Call 311 for a service request.
Trash Receptacle	DPW	Cleaning/washing	DPW	Call 311 for a service request.
		Emptying Trash Receptacles	DPW/NorCal	Call 311 for a service request.
		Repairs/maintenance	DPW	Sunset Scavenger will have more info
Safety	SFPD	Beat Officers (walking)	SFPD	Call 311 for a service request.
		Radio Cars	SFPD	no direct schedule on Polk Street
		Code Enforcement	Depends on Code	1 car assigned to general area, patrol is 24/hrs., about 20 minutes frequency Call 311 for a service request

## Annual Amount to be Collected & Expended

The maximum annual budget presented below represents the costs for providing the improvements, services, and activities within the LPCBD that are in addition to those services already provided by the City.

Beginning in Fiscal Year 2014/15, the maximum annual budget amount for the LPCBD is as follows:

Table 4: Budget and Revenue - Year 1

Budget Description	2014/15 Maximum Budget Amount	% of Total Budget
Cleaning, Maintenance, and Safety Program	\$478,675.00	57%
Marketing, Streetscape Improvements, and Beautification Program	\$95,700.00	11%
Management and Operations	\$240,900.00	28%
Contingency and Reserves	\$30,774.54.00	4%
<b>Total 2014/15 Maximum Budget:</b>	<b>\$846,049.54</b>	<b>100%</b>

Annual Revenue Description	2014/15 Annual Revenue Amount	% of Total Annual Revenue
Assessment Revenue	\$799,093.54	94.5%
General Benefit Contribution (1)	\$46,956.00	5.5%
<b>Total 2014/15 Annual Revenue</b>	<b>\$846,049.54</b>	<b>100%</b>

(1) During the petition phase a few property owners documented that the proposed assessments for their parcels were classified at a higher rate than warranted, based on the use of the property. Accordingly, the proposed assessments for those parcels and the total proposed District assessment has been adjusted downward, and the proposed District budget for year one has been adjusted accordingly.

During any future year of operation, the Owners' Non-profit Association may re-allocate funds from one budget category to another budget category. The annual re-allocation of budget category amounts shall not exceed or decrease more than 10% of the previous Fiscal Year's approved budget category amount.

Each fiscal year beginning Fiscal Year 2015/16, total maximum assessment revenue may be subject to an annual increase of the assessment revenue of the prior fiscal year by a vote of the Board of Directors of the Owners' Non-Profit Association. The maximum annual assessment revenue increase will reflect the annual change in the Consumer Price Index for All Urban Consumers in San Francisco-Oakland-San Jose ("CPI") or 3%, whichever is less. If for any reason the percentage change is negative, the maximum allowable assessment would not be decreased by reason of such negative percentage change and would remain at the amount as computed on the previous fiscal year regardless of any CPI adjustment. The annual assessment cannot exceed the actual costs to operate the District in any given year.

Based upon a maximum possible annual assessment increase of 3%, beginning fiscal year 2015/16, the total annual maximum assessment revenue each year for each of the 15 years is described in Table 5.

LPCBD Budget

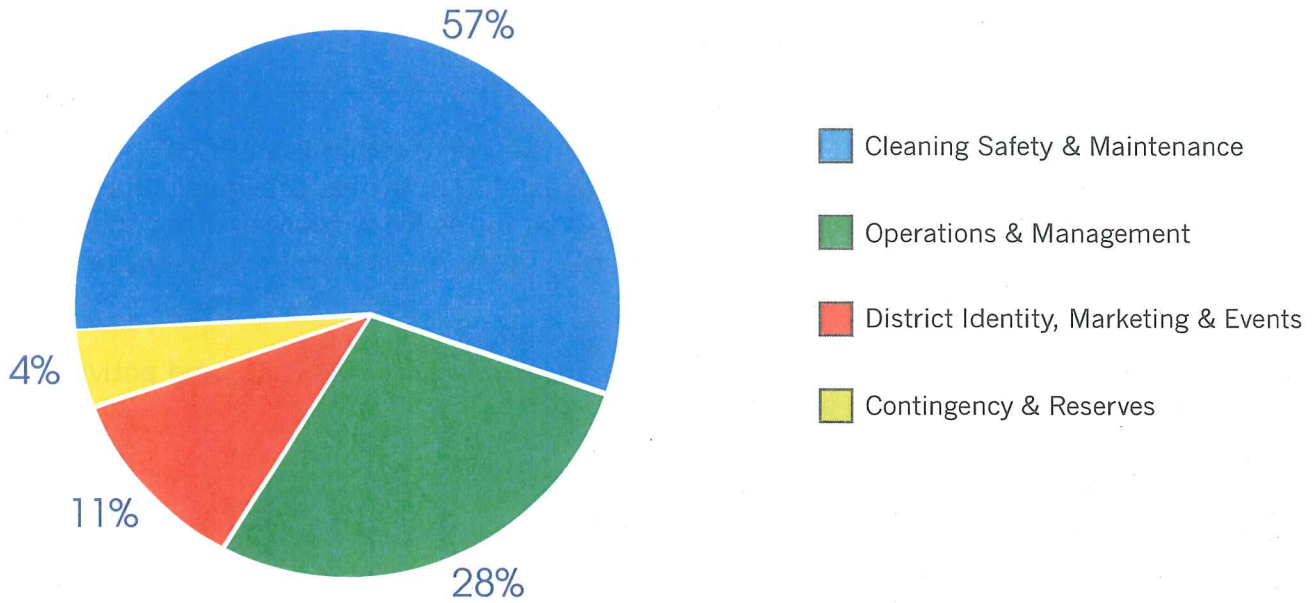


Table 5: Maximum Assessment Revenue

Year	Fiscal Year	Total Maximum Annual Assessment Revenue
1	2014/15	\$799,093.54
2	2015/16	\$823,066.35
3	2016/17	\$847,758.34
4	2017/18	\$873,191.09
5	2018/19	\$899,386.82
6	2019/20	\$926,368.42
7	2020/21	\$954,159.47
8	2021/22	\$982,784.25
9	2022/23	\$1,012,267.78
10	2023/24	\$1,042,635.81
11	2024/25	\$1,073,914.88
12	2025/26	\$1,106,132.33
13	2026/27	\$1,139,316.30
14	2027/28	\$1,173,495.79
15	2028/29	\$1,208,700.66
	<b>Total</b>	<b>\$14,862,271.83</b>

## Method of Assessment

### Source(s) of Financing

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The levy and collection of annual assessments upon property within the LPCBD provides the primary funding source for the improvements, services, and activities previously outlined. The Owners' Non-profit Association can generate additional funds from sources other than annual assessments on properties within the LPCBD. These funds may include grants, CPMC donations, and in kind donations.

The LPCBD will not issue bonds to fund any of the improvements, services, and activities provided by the LPCBD.

### Basis of Assessment

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The benefits provided to real property within the LPCBD relate to the improvements, services, and activities carried out by the Owners' Non-profit Association and more fully described in the "Description of the Improvements, Services, and Activities" section of this Management District Plan.

To maintain an overall cleanliness for visitors, residents, and merchants on the corridor, the Cleaning, Maintenance, and Safety services will include, but are not limited to, alley and sidewalk cleaning, and graffiti removal, trash removal, and maintenance of trees along the corridor. Safety for visitors, merchants, residents on the corridor has continued to be a concern on the corridor. Safety includes crime prevention and pedestrian safety. There will be continued collaboration with the San Francisco Police Department and the district. The LPCBD will provide assistance to visitors, and provide street population ambassadors/guides/security that promotes citizen efforts through assistance in crime prevention, way-finding, and assisting homeless with social services. The LPCBD will also be an advocate for more pedestrian safety in the CBD area and promoting walkable streets through events.

Marketing, Streetscape Improvements, and Beautification program services are essential to encourage business development and retention, minimize property vacancies, and persuade visitors to come to the Lower Polk Street area to shop, dine, and conduct business. A well marketed and attractive area provides property owners with the ability to achieve the highest and best use of the property, and generate a greater demand for available space. Some of the plans to increase the market awareness of the Lower Polk area includes: creating a greater draw of visitors through special events and targeted marketing promotions, holiday decorations, and positioning the Lower Polk Street area more competitively. Given the types of planned marketing programs and activities, it is determined that property owners will receive a direct special benefit.

CBD Services and frequencies of these services are summarized in Table 2.

## Assessment Calculation

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The method of assessment is discussed in detail in the Lower Polk Community Benefit District Engineer's Report (the "Engineer's Report"), and is summarized below:

### General Benefit Assignment is 5.5%

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General benefit is a benefit to the public at large resulting from the installation, implementation and maintenance of District improvements, services and activities. The amount of general benefit that is provided from the District improvements, services and activities cannot be funded by assessments within the District. Please see the Engineer's Report for a more detailed discussion of the calculation of the general benefit.

### Special Benefit Point Assignment

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The method of apportioning benefit to parcels within the District reflects the proportional special benefit assigned to each property from the District improvements, services and activities based upon the various property characteristics for each parcel as compared to other properties within the District. As part of the special benefit analysis various property characteristics were analyzed including parcel size, street frontage, building size, land use, etc. Given that the special benefits provided by the District improvements, services and activities focus on aesthetic benefit, safety benefit and economic activity benefit, it was determined that linear street frontage, lot square footage, building square footage, and land use are the most appropriate parcel factors. Each parcel's linear street frontage, lot square footage, building square footage, and land use have been used as the primary assessment variables for the calculation and assignment of parcel factors. Please see the Engineer's Report for a more detailed discussion of the calculation of the special benefit.

#### Land Use

Properties in the District are assigned a land use categories, as further outlined below, and may be reassigned if the property's land use changes.

**Non-Residential Property:** Non-Residential Property consists of parcels owned by a profit-making entity (rather than by a government or non-profit entity) and used for commercial purposes such as retail, office, or hotel property.

**Non-Profit Property:** Non-Profit Property consists of parcels owned or used as follows:

- Includes parcels owned by non-profit entities approved under section 501(c) of the Internal Revenue Service code.
- Includes parcels that are occupied (80% or more of building square footage) by one or more non-profit corporations, as tenants.

- Includes parcels that are occupied (80% or more of building square footage) by activities that receive a welfare tax exemption or by an affordable housing development regulated by covenants or regulatory agreements with a public agency.

Public Property: Public Property consists of parcels owned or used as follows:

- Includes parcels owned by a state, regional, or city government entity; for example, police stations, schools, and government-owned office buildings.
- Includes parcels that are occupied (80% or more of building square footage) by one or more public entities, as tenants.

Residential Property: Residential Property consists of single family dwellings, duplexes, triplexes, condominiums, and apartment units used exclusively for residential purposes.

Property Classification	Aesthetic Benefit Points	Safety Benefit Points	Economic Activity Benefit Points	Total Benefit Points
Non-Residential Property	8.50	8.50	1.00	18.00
Residential Property	1.00	1.00	0.25	2.25
Non-Profit / Public Property	1.20	1.20	0.25	2.65

## Linear Factor

Given the linear nature of the cleaning and public safety improvements, services and activities, each parcel within the District is assigned a linear factor that is equal to the parcel's linear street frontage that receives ongoing District cleaning and public safety improvements, services and activities.

Linear Factor	=	Parcel's Assigned Linear Street Frontage
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## Lot Factor

Pursuant to Section 121(e)(2) of the City's Planning Code, each lot shall have an area of at least 2,500 square feet for all zoning use districts other than RH-1(D). Utilizing the prescribed minimum lot square footage as set forth in the City's Planning Code, a lot factor is calculated for each parcel based upon the assigned lot square footage for the parcel divided by 2,500:

Lot Factor	=	Parcel's Assigned Lot Square Footage	/	2,500
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## Building Factor Calculation

In order to maintain a scale of development that is appropriate for certain neighborhood commercial districts, use size limits are assigned within the City's Planning Code. Section 121.2 of the City's Planning Code, sets forth a use size limit of 2,500 square feet for non-residential uses within the Polk Street area. While use size limits are not assigned for other property land uses present with the District, structures, regardless of use, are designed to complement surrounding structures within the area. Therefore, this use size limit is applied to all land uses. The building factor is calculated for each parcel based upon the assigned building square footage for the parcel divided by 2,500:

Building Factor	=	Parcel's Assigned Building Square Footage	/	2,500
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## Total Special Benefit Points Calculation

The formula below shows the total special benefit points calculation for each parcel

Parcel's Total Special Benefit Points	=	(Linear Factor + Lot Factor + Building Factor)	X	Parcel's Assigned Benefit Points
Non-Residential Property	=	(Linear Factor + Lot Factor + Building Factor)	X	18.00
Residential Property	=	(Linear Factor + Lot Factor + Building Factor)	X	2.25
Non-Profit / Public Property	=	(Linear Factor + Lot Factor + Building Factor)	X	2.65

Total Cost Estimate to be levied in 2014/15 / Total Special Benefit Points = Assessment Rate per Special Benefit Point  
 $\$799,093.54 / 284,374.87 = \$2.81$

Parcel's Assessment	=	\$2.81	X	Parcel's Total Benefit Points
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## Time and Manner of Collecting Assessments

Each property owner pays a share of the cost of the LPCBD, based on a formula. The payment is collected twice yearly, through the property tax bill. The CBD assessment, including the collection and enforcement of any delinquent assessment and imposition of interest and penalties per City and County of San Francisco Business and Tax Regulations Code Article 6, and related law as it may be amended from time to time, will be collected and enforced by the Treasurer and Tax Collector of the City. The Treasurer and Tax Collector shall transfer the assessment payments to a non-profit corporation that is designated as the Owners' Non-profit Association for the District for the improvements, services, and activities described in this management plan.

## LPCBD Management

### LPCBD Term

Under the provisions of The Business and Property Improvement Districts Law of 1994 and Article 15 of the San Francisco Business and Tax Regulations Code, the maximum number of years for a CBD is 15 years. Once the term expires, the stakeholders need to undertake proceedings to authorize the CBD for additional years.

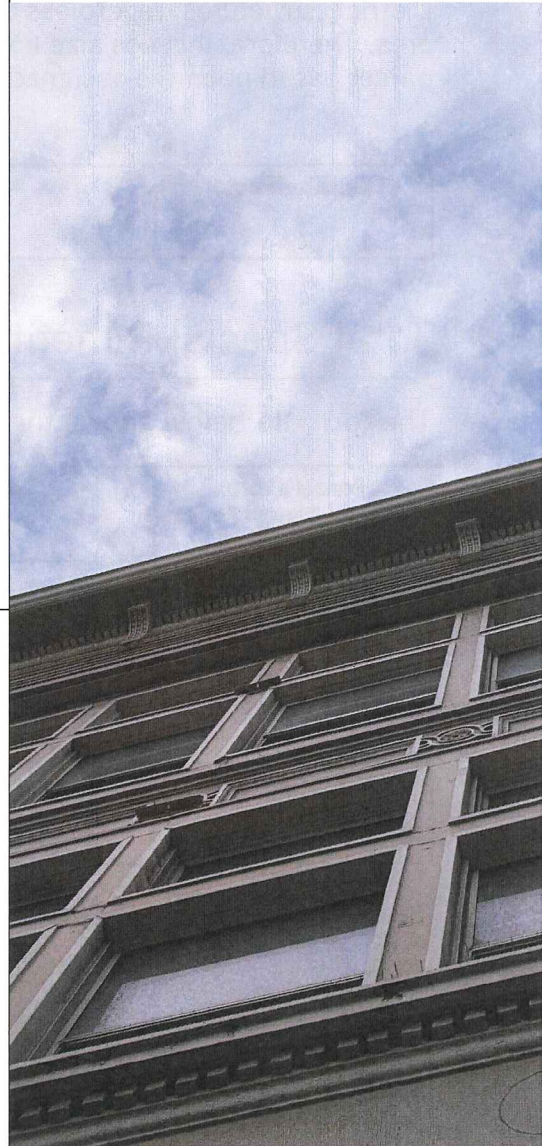
The proposed initial term for the LPCBD is set at 15 years. The City will levy assessments beginning Fiscal Year 2014/15 up through and including Fiscal Year 2028/29. In order to authorize the levy and collection of assessments after Fiscal Year 2028/29, the LPCBD will need to go through the renewal process pursuant to the 1994 Act as augmented by Article 15.

### Proposed LPCBD Rules and Regulations

The LPCBD will be managed by an Owners' Non-profit Association to be formed following the approval of the establishment of the LPCBD. The Owners' Non-profit Association serves as a private, nonprofit entity, it will be under contract with the City to administer or implement the improvements, services, and activities specified in this District Management Plan.

At least 20% of the voting members of the Board of Directors of the Owners' Non-profit Association must be business owners located in the LPCBD who do not own or have an ownership interest in commercial property in the LPCBD per the Business Improvement Districts Procedure Code.

The Owners' Non-profit Association must comply with the Ralph M. Brown Act, commencing with Section 54950 of the Government Code, at all times when matters of the LPCBD are heard, discussed, or deliberated. The Owners' Non-Profit Association must also comply with the California Public Records Act, commencing with Section 6250 of the Government Code, for all documents relating to the activities of the LPCBD.



## Proposed LPCBD Rules and Regulations Continued

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The powers and responsibilities for the CBD Management Corporation are as follows:

- Review improvements, services, and activities provided and establish priorities for the upcoming Fiscal Year
- Implement the improvements, services, and activities specified in the Management District Plan by determining levels of improvements, services, and activities
- Submit an annual report to Board of Supervisors
- Coordinate with City staff regarding operational issues of the LPCBD
- Hold meetings no less frequently than once per year

Each year, the Owners' Non-profit Association shall prepare a report for each Fiscal Year, except the first year, for which assessments are levied and collected to pay the costs of the improvements, services, and activities described in the report. The first report shall be due after the first year of operation of the LPCBD. The Owners' Non-profit Association must file each report with the Clerk of the Board of Supervisors, each report shall contain or provide, but not be limited to the following:

- A reference to the LPCBD by name
- The Fiscal Year to which the annual report applies
- Any proposed changes in the boundaries, benefit zones or classification of property of the LPCBD
- The services, improvements, and activities to be provided for that Fiscal Year
- An estimate of the cost of providing the services, improvements, and activities for that Fiscal Year
- Any proposed changes to the basis and method of levying the assessments
- The method and basis of levying the assessment in sufficient detail to allow each real property owner to estimate the amount of the assessment to be levied against his or her property for that Fiscal Year
- The amount of any surplus or deficit revenues to be carried over from a previous Fiscal Year
- The amount of any contributions to be made from sources other than assessments levied

The Board of Supervisors may approve the annual report filed by the LPCBD Management Corporation, or the Board of Supervisors may modify any particulars contained in the report, and then approve it as modified. Any modification to the annual report shall be made pursuant to Sections 36635 and 36636 of the 1994 Act.

However, the Board of Supervisors cannot approve a change in the basis and method of levying assessments that would impair an authorized or executed contract to be paid from the revenues derived from the levy of assessments.

## Additional Matters

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The stakeholders formed the LPCBD after considerable outreach and careful research; based on information and sources deemed to be reliable. If a property owner thinks an assessment on the property owner's property has been calculated or applied in error, he or she must first contact the LPCBD Management Corporation to correct the property information used to calculate the assessment. If the property owner is not satisfied with the response, then he or she may request an assessment re-calculation from the City and County of San Francisco's Office of Economic and Workforce Development and other City agencies as needed per the assessment formula included in the management plan.

### Disestablishment

Each year that the LPCBD is in existence, there will be a 30-day period during which the property owners will have the opportunity to request disestablishment of the LPCBD. This 30-day period begins each year on the anniversary of the date the Board of Supervisors established the LPCBD. Within that 30-day period if a written petition is submitted by the owners of real property who pay 50% or more of the assessments levied, the LPCBD may be disestablished by the Board of Supervisors.

A majority (six members) of the Board of Supervisors may initiate disestablishment proceedings at any time based on improper actions by the Owners' Non-Profit Association, such as misappropriation of funds, malfeasance, or violation of law.

A supermajority (eight members) of the Board of Supervisors may initiate disestablishment proceedings for any reason.

All outstanding bonds, finances, leases, or other similar obligations of the City, payable from or secured by assessments levied within LBCBD must be paid prior to disestablishment of the CBD.

## Assessor's Parcel Listing

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Appendix B of this report provides a listing of all of the Assessor's Parcels, including the Assessor's Parcel number, Owner, Benefit Zone, Linear Street Frontage, Commercial Property Building Square Footage, and Commercial Property Lot Square Footage subject to the LPCBD annual assessment.

The "Proposed Source(s) of Financing" section of this Management District Plan provides the assessment methodology used in determining each Assessor's Parcel's maximum annual assessment.

# Appendices

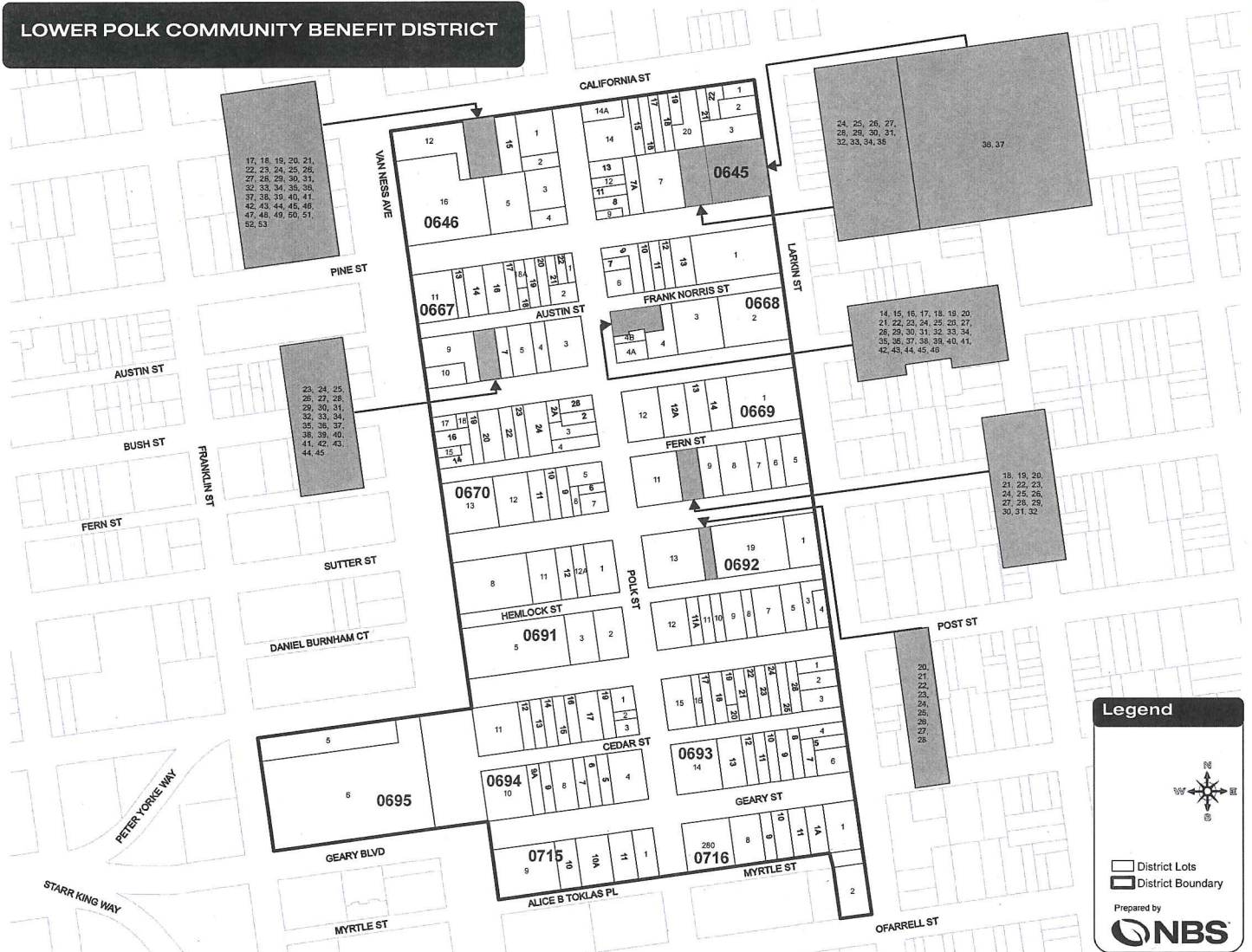
Boundary Map

Assessor's Parcel Listing

Survey



The following page provides a boundary map that outlines the boundaries of the LPCBD, as well as the location and identification of each Assessor's Parcel subject to the annual assessment.



Following is a list of all of the Assessor's Parcels, including the Assessor's Parcels, including the Assessor's Parcel number, Owner, Linear Street Frontage, Commercial Property Building Square Footage, and Commercial Property Lot Square Footage subject to the LPCBD annual assessment.

**Lower Polk Community Benefit District  
Assessment Roll**

Assessor's Parcel Number	Site Address	Total Special Benefit Points	2014/15 Maximum Annual Assessment
0645 -001	1501-1515 CALIFORNIA ST	2,088.00	\$5,867.28
0645 -002	1349 LARKIN ST	878.22	2,467.80
0645 -003	1335 LARKIN ST	1,146.96	3,222.96
0645 -007	1462 PINE ST	2,006.64	5,638.66
0645 -007A	1470 PINE ST	652.50	1,833.53
0645 -008	1488-1490 PINE ST	114.39	321.44
0645 -009	1400 POLK ST	1,533.60	4,309.42
0645 -011	1410-1416 POLK ST	504.18	1,416.75
0645 -012	1418-1420 POLK ST	57.04	160.28
0645 -013	1424-1428 POLK ST	104.81	294.52
0645 -014	1436 POLK ST	2,098.08	5,895.60
0645 -014A	1498 POLK ST	2,634.12	7,401.88
0645 -015	1567 CALIFORNIA ST	462.06	1,298.39
0645 -016	1561 CALIFORNIA ST	467.46	1,313.56
0645 -017	1555-1559 CALIFORNIA ST	479.16	1,346.44
0645 -018	1551-1553 CALIFORNIA ST	59.92	168.38
0645 -019	1545 CALIFORNIA ST	569.16	1,599.34
0645 -020	1541 CALIFORNIA ST	868.32	2,439.98
0645 -021	1529-1533 CALIFORNIA ST	57.26	160.90
0645 -022	1517-1525 CALIFORNIA ST	94.64	265.94
0645 -024	1448 PINE ST #101	16.70	46.93
0645 -025	1448 PINE ST #102	16.38	46.03
0645 -026	1448 PINE ST #201	13.68	38.44
0645 -027	1448 PINE ST #202	13.48	37.88
0645 -028	1448 PINE ST #203	13.37	37.57
0645 -029	1448 PINE ST #204	13.82	38.83
0645 -030	1448 PINE ST #205	13.43	37.74
0645 -031	1448 PINE ST #206	13.37	37.57
0645 -032	1448 PINE ST #301	14.15	39.76
0645 -033	1448 PINE ST #302	14.13	39.71
0645 -034	1448 PINE ST #303	14.24	40.01
0645 -035	1448 PINE ST #304	14.20	39.90
0645 -036	1400 PINE ST	342.97	963.75
0645 -037	1400 PINE ST	390.56	1,097.47
0646 -001	1615 CALIFORNIA ST	3,628.62	10,196.42
0646 -002	1435-1441 POLK ST	86.45	242.92
0646 -003	1411-1433 POLK ST	1,835.10	5,156.63
0646 -004	1401-1409 POLK ST	2,337.48	6,568.32
0646 -005	1528 PINE ST	2,160.00	6,069.60
0646 -012	1554 VAN NESS AVE	4,663.26	13,103.76
0646 -015	1623-1633 CALIFORNIA ST	131.92	370.70
0646 -016	1550 VAN NESS AVE	9,565.92	26,880.24
0646 -017	1635 CALIFORNIA ST	73.98	207.88
0646 -018	1635 CALIFORNIA ST #21	5.67	15.93
0646 -019	1635 CALIFORNIA ST #22	5.60	15.74
0646 -020	1635 CALIFORNIA ST #23	5.74	16.13
0646 -021	1635 CALIFORNIA ST #24	5.65	15.88
0646 -022	1635 CALIFORNIA ST #25	5.60	15.74
0646 -023	1635 CALIFORNIA ST #26	5.81	16.33

**Lower Polk Community Benefit District  
Assessment Roll**

<b>Assessor's Parcel Number</b>	<b>Site Address</b>	<b>Total Special Benefit Points</b>	<b>2014/15 Maximum Annual Assessment</b>
0646 -024	1635 CALIFORNIA ST #31	5.69	15.99
0646 -025	1635 CALIFORNIA ST #32	5.60	15.74
0646 -026	1635 CALIFORNIA ST #33	5.76	16.19
0646 -027	1635 CALIFORNIA ST #34	5.65	15.88
0646 -028	1635 CALIFORNIA ST #35	5.60	15.74
0646 -029	1635 CALIFORNIA ST #36	5.81	16.33
0646 -030	1635 CALIFORNIA ST #41	5.69	15.99
0646 -031	1635 CALIFORNIA ST #42	5.60	15.74
0646 -032	1635 CALIFORNIA ST #43	5.76	16.19
0646 -033	1635 CALIFORNIA ST #44	5.65	15.88
0646 -034	1635 CALIFORNIA ST #45	5.60	15.74
0646 -035	1635 CALIFORNIA ST #46	5.81	16.33
0646 -036	1635 CALIFORNIA ST #51	5.69	15.99
0646 -037	1635 CALIFORNIA ST #52	5.60	15.74
0646 -038	1635 CALIFORNIA ST #53	5.76	16.19
0646 -039	1635 CALIFORNIA ST #54	5.65	15.88
0646 -040	1635 CALIFORNIA ST #55	5.60	15.74
0646 -041	1635 CALIFORNIA ST #56	5.81	16.33
0646 -042	1635 CALIFORNIA ST #61	5.69	15.99
0646 -043	1635 CALIFORNIA ST #62	5.60	15.74
0646 -044	1635 CALIFORNIA ST #63	5.76	16.19
0646 -045	1635 CALIFORNIA ST #64	5.65	15.88
0646 -046	1635 CALIFORNIA ST #65	5.60	15.74
0646 -047	1635 CALIFORNIA ST #66	5.69	15.99
0646 -048	1635 CALIFORNIA ST #71	5.69	15.99
0646 -049	1635 CALIFORNIA ST #72	5.60	15.74
0646 -050	1635 CALIFORNIA ST #73	5.76	16.19
0646 -051	1635 CALIFORNIA ST #74	5.65	15.88
0646 -052	1635 CALIFORNIA ST #75	5.60	15.74
0646 -053	1635 CALIFORNIA ST #76	5.81	16.33
0667 -001	1343-1355 POLK ST	1,689.30	4,746.93
0667 -002	1331-1339 POLK ST	2,072.52	5,823.78
0667 -003	1301-1327 POLK ST	711.02	1,997.97
0667 -004	1424-1428 BUSH ST	1,324.44	3,721.68
0667 -005	1430-1444 BUSH ST	2,185.38	6,140.92
0667 -007	1448-1450 BUSH ST	145.96	410.15
0667 -009	1412 VAN NESS AVE	4,355.28	12,238.34
0667 -010	1400 VAN NESS AVE	2,783.88	7,822.70
0667 -011	1480 VAN NESS AVE	5,912.82	16,615.02
0667 -013	1575 PINE ST	122.09	343.07
0667 -014	1553-1563 PINE ST	224.84	631.80
0667 -016	1545 PINE ST	1,902.96	5,347.32
0667 -017	1533 PINE ST	964.80	2,711.09
0667 -018	1529 PINE ST	471.60	1,325.20
0667 -018A	1529-1533 PINE ST	475.20	1,335.31
0667 -019	1527 PINE ST	1,029.78	2,893.68
0667 -020	1525 PINE ST	934.56	2,626.11
0667 -021	1515-1517 PINE ST	57.38	161.24
0667 -022	1507 PINE ST	56.79	159.58



Lower Polk Community Benefit District  
Assessment Roll

Assessor's Parcel Number	Site Address	Total Special Benefit Points	2014/15 Maximum Annual Assessment
0667 -023	1452 BUSH ST	86.40	242.78
0667 -024	1452 BUSH ST #1	11.07	31.11
0667 -025	1452 BUSH ST #2	11.07	31.11
0667 -026	1452 BUSH ST #3	11.18	31.42
0667 -027	1452 BUSH ST #4	11.09	31.16
0667 -028	1452 BUSH ST #5	11.07	31.11
0667 -029	1452 BUSH ST #6	10.94	30.74
0667 -030	1452 BUSH ST #7	11.05	31.05
0667 -031	1452 BUSH ST #8	10.98	30.85
0667 -032	1452 BUSH ST #9	11.21	31.50
0667 -033	1452 BUSH ST #10	11.18	31.42
0667 -034	1452 BUSH ST #11	11.07	31.11
0667 -035	1452 BUSH ST #12	10.91	30.66
0667 -036	1452 BUSH ST #13	11.05	31.05
0667 -037	1452 BUSH ST #14	11.00	30.91
0667 -038	1452 BUSH ST #15	11.21	31.50
0667 -039	1452 BUSH ST #16	11.12	31.25
0667 -040	1452 BUSH ST #17	11.07	31.11
0667 -041	1452 BUSH ST #18	10.94	30.74
0667 -042	1452 BUSH ST #19	11.61	32.62
0667 -043	1452 BUSH ST #20	11.75	33.02
0667 -044	1452 BUSH ST #21	11.45	32.17
0667 -045	1452 BUSH ST #22	11.57	32.51
0668 -001		1,403.44	3,943.67
0668 -002	1330 BUSH ST	1,067.47	2,999.59
0668 -003		602.42	1,692.80
0668 -004	1350-1380 BUSH ST	1,897.38	5,331.64
0668 -004A	1300 POLK ST	326.00	916.06
0668 -004B	1300 POLK ST	62.04	174.33
0668 -006	1330-1342 POLK ST	2,286.00	6,423.66
0668 -007	1346 POLK ST	567.90	1,595.80
0668 -009	1485 PINE ST	2,740.50	7,700.81
0668 -010	1473 PINE ST	934.92	2,627.13
0668 -011	1467-1469 PINE ST	961.92	2,703.00
0668 -012	1465 PINE ST	117.90	331.30
0668 -013	1461 PINE ST	258.32	725.88
0668 -014	81 FRANK NORRIS PL #201	13.30	37.37
0668 -015	81 FRANK NORRIS PL #203	13.10	36.81
0668 -016	81 FRANK NORRIS PL #301	12.92	36.31
0668 -017	81 FRANK NORRIS PL #302	12.92	36.31
0668 -018	81 FRANK NORRIS PL #303	13.03	36.61
0668 -019	81 FRANK NORRIS PL #304	13.03	36.61
0668 -020	81 FRANK NORRIS PL #305	13.12	36.87
0668 -021	81 FRANK NORRIS PL #306	13.05	36.67
0668 -022	81 FRANK NORRIS PL #401	12.96	36.42
0668 -023	81 FRANK NORRIS PL #402	12.94	36.36
0668 -024	81 FRANK NORRIS PL #403	13.07	36.73
0668 -025	81 FRANK NORRIS PL #404	13.19	37.06
0668 -026	81 FRANK NORRIS PL #405	13.21	37.12

**Lower Polk Community Benefit District  
Assessment Roll**

<b>Assessor's Parcel Number</b>	<b>Site Address</b>	<b>Total Special Benefit Points</b>	<b>2014/15 Maximum Annual Assessment</b>
0668 -027	81 FRANK NORRIS PL #406	13.05	36.67
0668 -028	81 FRANK NORRIS PL #501	12.96	36.42
0668 -029	81 FRANK NORRIS PL #502	12.94	36.36
0668 -030	81 FRANK NORRIS PL #503	13.07	36.73
0668 -031	81 FRANK NORRIS PL #504	13.19	37.06
0668 -032	81 FRANK NORRIS PL #505	13.21	37.12
0668 -033	81 FRANK NORRIS PL #506	13.05	36.67
0668 -034	81 FRANK NORRIS PL #601	12.96	36.42
0668 -035	81 FRANK NORRIS PL #602	12.94	36.36
0668 -036	81 FRANK NORRIS PL #603	13.07	36.73
0668 -037	81 FRANK NORRIS PL #604	13.19	37.06
0668 -038	81 FRANK NORRIS PL #605	13.21	37.12
0668 -039	81 FRANK NORRIS PL #606	13.05	36.67
0668 -040	81 FRANK NORRIS PL #701	12.96	36.42
0668 -041	81 FRANK NORRIS PL #702	12.94	36.36
0668 -042	81 FRANK NORRIS PL #703	13.07	36.73
0668 -043	81 FRANK NORRIS PL #704	13.19	37.06
0668 -044	81 FRANK NORRIS PL #705	13.21	37.12
0668 -045	81 FRANK NORRIS PL #706	13.05	36.67
0668 -046	81 FRANK NORRIS PL #113	113.76	319.67
0669 -001	1333 BUSH ST	1,081.15	3,038.03
0669 -005	1100 SUTTER ST	4,479.30	12,586.83
0669 -006	1114 SUTTER ST	182.18	511.93
0669 -007	1122 SUTTER ST	220.91	620.76
0669 -008	1136-1144 SUTTER ST	350.17	983.98
0669 -009	1150 SUTTER ST	226.91	637.62
0669 -011	1214 POLK ST	6,500.70	18,266.97
0669 -012	1288 POLK ST	787.45	2,212.73
0669 -012A	1361 BUSH ST	2,491.02	6,999.77
0669 -013	1353-1355 BUSH ST	1,974.06	5,547.11
0669 -014	1345 BUSH ST	284.05	798.18
0669 -018	1158 SUTTER ST #A	127.44	358.11
0669 -019	1158 SUTTER ST #1	16.09	45.21
0669 -020	1158 SUTTER ST #2	16.31	45.83
0669 -021	1158 SUTTER ST #3	16.22	45.58
0669 -022	1158 SUTTER ST #4	16.09	45.21
0669 -023	1158 SUTTER ST #5	16.29	45.77
0669 -024	1158 SUTTER ST #6	16.31	45.83
0669 -025	1158 SUTTER ST #7	16.22	45.58
0669 -026	1158 SUTTER ST #8	16.09	45.21
0669 -027	1158 SUTTER ST #9	16.45	46.22
0669 -028	1158 SUTTER ST #10	16.09	45.21
0669 -029	1158 SUTTER ST #11	16.20	45.52
0669 -030	1158 SUTTER ST #12	16.11	45.27
0669 -031	1158 SUTTER ST #13	16.31	45.83
0669 -032	1158 SUTTER ST #14	16.18	45.47
0670 -002	1245-1249 POLK ST	583.20	1,638.79
0670 -002A	1407 BUSH ST	570.78	1,603.89
0670 -003	1237-1239 POLK ST	628.02	1,764.74

Lower Polk Community Benefit District  
Assessment Roll

Assessor's Parcel Number	Site Address	Total Special Benefit Points	2014/15 Maximum Annual Assessment
0670 -004	1233 POLK ST	2,608.56	7,330.05
0670 -005	1217 POLK ST	2,444.22	6,868.26
0670 -006	1211-1215 POLK ST	54.27	152.50
0670 -007	1202 SUTTER ST	2,053.80	5,771.18
0670 -008	1214-1216 SUTTER ST	400.32	1,124.90
0670 -009	1222-1226 SUTTER ST	1,056.42	2,968.54
0670 -010	1228-1230 SUTTER ST	1,056.78	2,969.55
0670 -011	1238 SUTTER ST	1,518.30	4,266.42
0670 -012	1244-1268 SUTTER ST	3,275.64	9,204.55
0670 -013	1320 VAN NESS AVE	7,117.02	19,998.83
0670 -014	1332-1334 VAN NESS AVE	2,114.10	5,940.62
0670 -015	1336 VAN NESS AVE	445.50	1,251.86
0670 -016	1350 VAN NESS AVE	768.24	2,158.75
0670 -017	1485-1487 BUSH ST	1,698.84	4,773.74
0670 -018	1475 BUSH ST	466.74	1,311.54
0670 -019	1465 BUSH ST	957.60	2,690.86
0670 -020	1455 BUSH ST	1,908.00	5,361.48
0670 -022	1445 BUSH ST	1,254.24	3,524.41
0670 -023	140 FERN ST	1,040.40	2,923.52
0670 -024	1433 BUSH ST	2,075.04	5,830.86
0670 -026	1255-1259 POLK ST	2,083.32	5,854.13
0691 -001	1145 POLK ST	4,844.16	13,612.09
0691 -002	1101-1127 POLK ST	608.94	1,711.12
0691 -003	1130 POST ST	2,831.22	7,955.73
0691 -005	1200 VAN NESS AVE	12,087.90	33,967.00
0691 -008	1285 SUTTER ST	1,111.39	3,123.01
0691 -011	1235-1243 SUTTER ST	2,722.32	7,649.72
0691 -012	1227 SUTTER ST	220.16	618.65
0691 -012A	1217 SUTTER ST	1,136.70	3,194.13
0692 -001	1101 SUTTER ST	5,194.08	14,595.36
0692 -003	1010 POST ST	2,104.56	5,913.81
0692 -004	1002 POST ST	309.33	869.22
0692 -005	1020 POST ST	252.77	710.28
0692 -007	1030 POST ST	341.01	958.24
0692 -008	1042-1044 POST ST	137.69	386.91
0692 -009	1050 POST ST	243.99	685.61
0692 -010	1070 POST ST	119.23	335.04
0692 -011	1080 POST ST	140.78	395.59
0692 -011A	1082 POST ST	141.26	396.94
0692 -012	1092 POST ST	668.99	1,879.86
0692 -013	1167-1199 SUTTER ST	7,459.20	20,960.35
0692 -019	1123 SUTTER ST	6,508.08	18,287.70
0692 -020	1151 SUTTER ST #C	164.88	463.31
0692 -021	1151 SUTTER ST #102	15.01	42.18
0692 -022	1151 SUTTER ST #201	15.17	42.63
0692 -023	1151 SUTTER ST #202	15.03	42.23
0692 -024	1151 SUTTER ST #301	15.17	42.63
0692 -025	1151 SUTTER ST #302	15.03	42.23
0692 -026	1151 SUTTER ST #401	15.17	42.63

**Lower Polk Community Benefit District  
Assessment Roll**

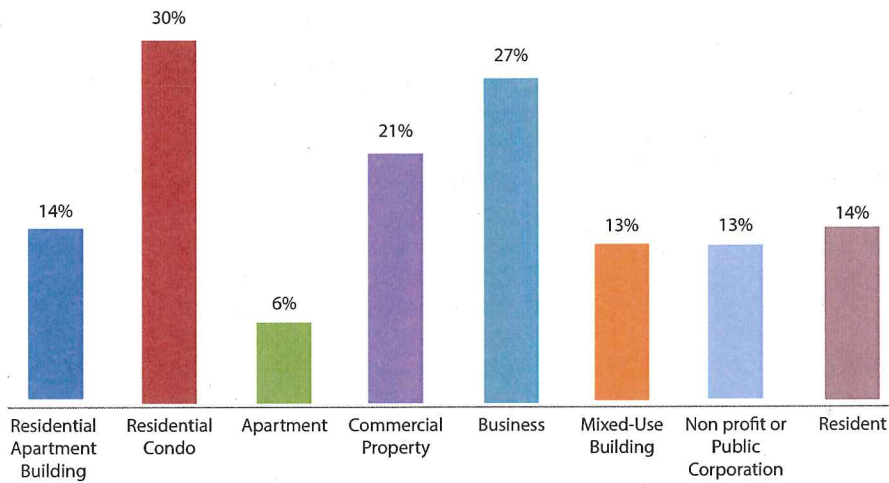
<b>Assessor's Parcel Number</b>	<b>Site Address</b>	<b>Total Special Benefit Points</b>	<b>2014/15 Maximum Annual Assessment</b>
0692 -027	1151 SUTTER ST #402	15.05	42.29
0692 -028	1151 SUTTER ST #501	15.19	42.68
0693 -001	1003 POST ST	290.34	815.86
0693 -002	945 LARKIN ST	102.87	289.06
0693 -003	931 LARKIN ST	395.19	1,110.48
0693 -004	925-927 LARKIN ST	2,591.28	7,281.50
0693 -005	907 LARKIN ST	557.28	1,565.96
0693 -006	900 GEARY ST	2,654.46	7,459.03
0693 -007	920-930 GEARY ST	619.20	1,739.95
0693 -008	928-930 GEARY ST	1,032.48	2,901.27
0693 -009	936-940 GEARY ST	156.53	439.85
0693 -010	946 GEARY ST	123.08	345.85
0693 -011	950 GEARY ST	1,041.84	2,927.57
0693 -012	954-958 GEARY ST	139.41	391.74
0693 -013	970 GEARY ST	409.39	1,150.39
0693 -014	990 GEARY ST	675.88	1,899.22
0693 -015	1030-1042 POLK ST	612.18	1,720.23
0693 -016	1081 POST ST	788.40	2,215.40
0693 -017	1077 POST ST	925.92	2,601.84
0693 -018		165.52	465.11
0693 -019	1061 POST ST	516.96	1,452.66
0693 -020	90 CEDAR ST	501.48	1,409.16
0693 -021	1055 POST ST	949.86	2,669.11
0693 -022	50 CEDAR ST	124.79	350.66
0693 -023	1045 POST ST	122.38	343.89
0693 -024	1035 POST ST	943.20	2,650.39
0693 -025	1031 POST ST	948.24	2,664.55
0693 -026	20 CEDAR ST	124.72	350.46
0694 -001	1101-1111 POST ST	2,158.56	6,065.55
0694 -002	1045 POLK ST	384.12	1,079.38
0694 -003	1033-1037 POLK ST	1,763.28	4,954.82
0694 -004	1001 GEARY ST	805.10	2,262.33
0694 -005	1020 GEARY ST	1,059.12	2,976.13
0694 -006	1030 GEARY ST	1,081.62	3,039.35
0694 -007	1034-1036 GEARY ST	1,056.60	2,969.05
0694 -008	1040 GEARY ST	2,144.34	6,025.60
0694 -009	1054-1060 GEARY ST	124.94	351.08
0694 -009A	1062 GEARY ST	1,119.06	3,144.56
0694 -010	1100 VAN NESS AVE	6,488.82	18,233.58
0694 -011	1142 VAN NESS AVE	6,554.88	18,419.21
0694 -012	1161 POST ST	1,040.40	2,923.52
0694 -013	1157 POST ST	1,065.78	2,994.84
0694 -014	1151 POST ST	136.98	384.91
0694 -015	1143 POST ST	1,050.84	2,952.86
0694 -016	1141 POST ST	135.09	379.60
0694 -017	1133 POST ST	1,306.08	3,670.08
0694 -019	1115 POST ST	149.94	421.33
0695 -005	1255 POST ST	7,568.28	21,266.87
0695 -006	1101 VAN NESS AVE	16,535.88	46,465.82

**Lower Polk Community Benefit District  
Assessment Roll**

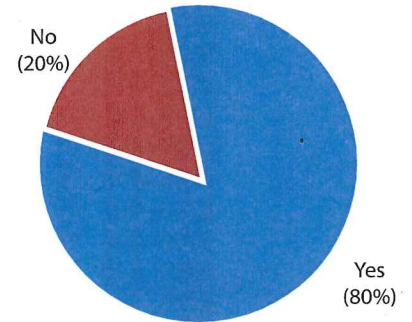
<b>Assessor's Parcel Number</b>	<b>Site Address</b>	<b>Total Special Benefit Points</b>	<b>2014/15 Maximum Annual Assessment</b>
0715 -001	999 POLK ST	4,014.00	11,279.34
0715 -009	1050-1066 VAN NESS AVE	7,782.84	21,869.78
0715 -010	1050 VAN NESS AVE	1,938.60	5,447.47
0715 -010A	1029-1035 GEARY ST	389.18	1,093.60
0715 -011	1015 GEARY ST	2,389.14	6,713.48
0716 -001	901-905 GEARY ST	684.32	1,922.94
0716 -001A	925 GEARY ST	223.90	629.16
0716 -002	P	523.51	1,471.06
0716 -008	965 GEARY ST	365.58	1,027.28
0716 -009	943-947 GEARY ST	142.02	399.08
0716 -010	937-941 GEARY ST	1,509.12	4,240.63
0716 -011	935 GEARY ST	1,794.60	5,042.83
0716 -280	990 POLK ST	815.42	2,291.33
<b>Totals:</b>		<b>284,374.87</b>	<b>\$799,093.54</b>

The following page provides a report of the Community Survey which was distributed in the summer/fall of 2013 and reflects the conditions and opinions of the residents, businesses and property owners who reside in the proposed Lower Polk Community Benefit District.

**Property type and use**



**Do you believe that the current conditions in your neighborhood have negatively impacted your business or property?**



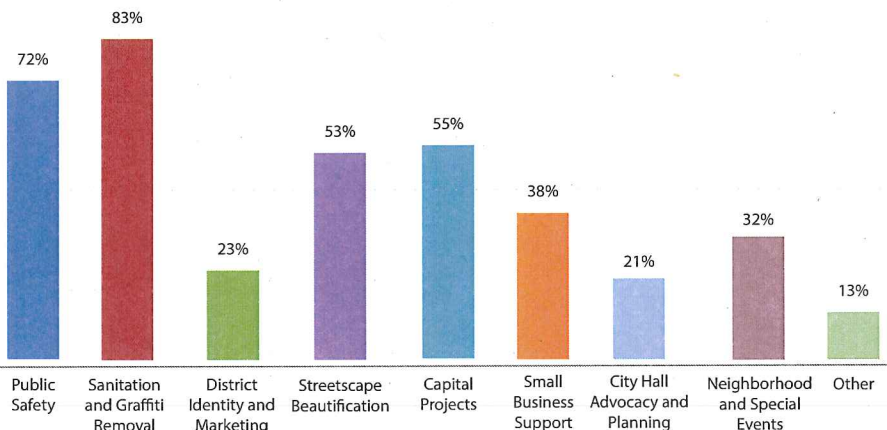
**Please rank the top 5 issues that affect your quality of life in our neighborhood**

	1	2	3	4	5	Total
Excessive Noise	2	3	2	0	1	8
Vandalism and Graffiti	10	3	8	9	4	34
Homeless/transient issues	24	13	3	1	1	42
Robbery	1	2	2	4	1	10
Illegal Drug Sales	1	3	2	6	4	16
Prostitution	0	1	2	3	5	11
Loitering	0	6	7	9	4	26
Panhandling	1	4	7	5	7	24
Public Intoxication	0	2	2	1	4	9
District Cleanliness	6	6	10	5	8	35
Traffic Congestion	0	2	0	2	5	9

**How satisfied are you with City services in our neighborhood?**

	Very Satisfied	Satisfied	Neither Satisfied nor Unsatisfied	Unsatisfied
Police Patrols	2	9	13	23
Alley and Sidewalk Cleaning	2	1	13	31
Public Improvements	3	4	17	23
Economic Development	3	11	12	21
<b>Total</b>	<b>10</b>	<b>25</b>	<b>55</b>	<b>98</b>

**Which services do you think are the most needed in our neighborhood?**



**Would you be interested in becoming more involved in the Lower Polk CBD Campaign?**

