

Presented in Committee - November 7, 2018

# Lower Polk Community Benefit District



# Legislative Overview

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

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



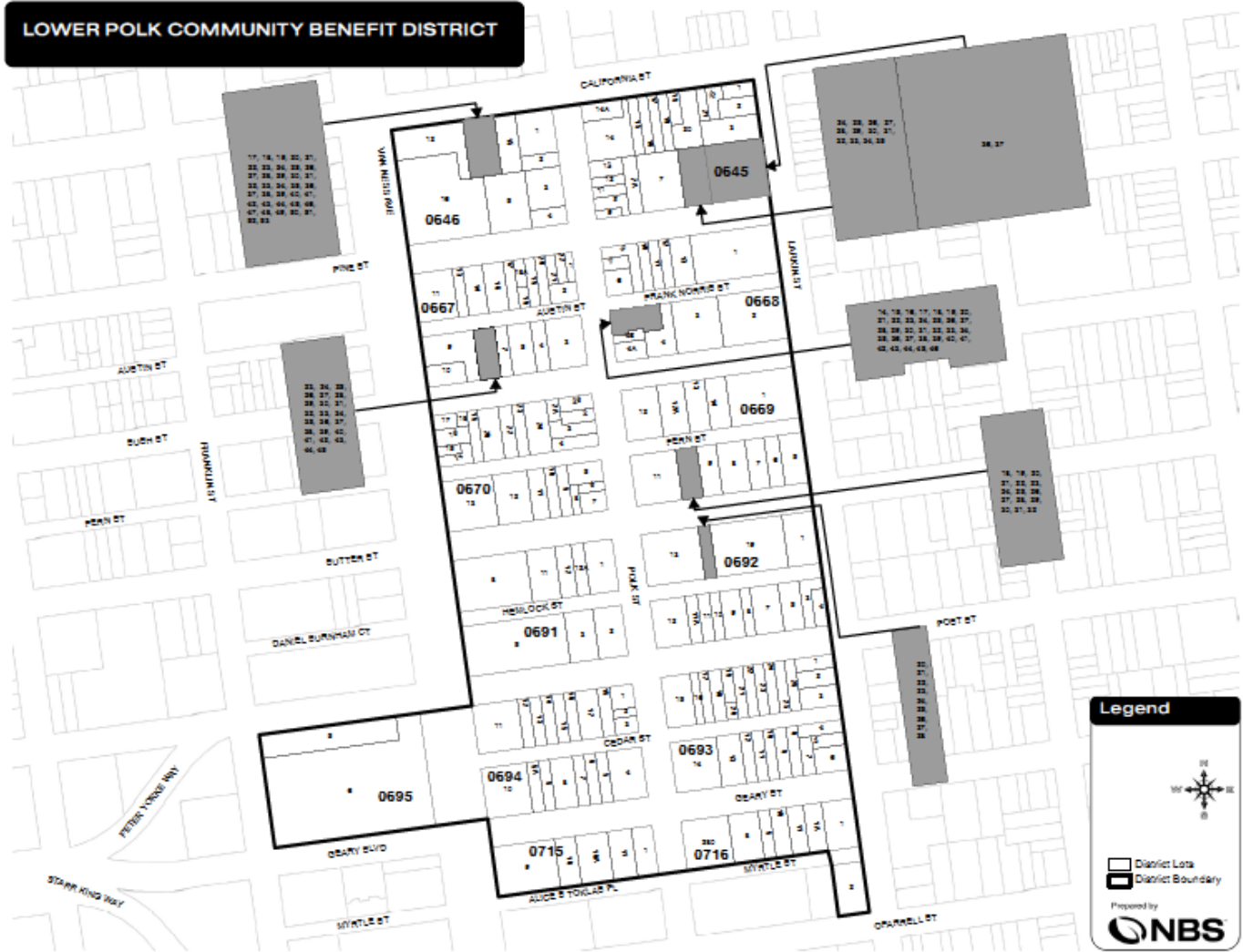
# Review Process

## This resolution covers the Annual Report for FY 2016-2017

- 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

ToBCBD	Type	Assessment Budget*	Year Established	Expires
	Property-Based	\$ 846,049.54	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.

*\*Christian Martin did not function as Executive Director in FY 14-15, the position was vacant until 11/2016. Chris Schulman, Board President, worked on behalf of the CBD for FY 14-15*



# 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.**

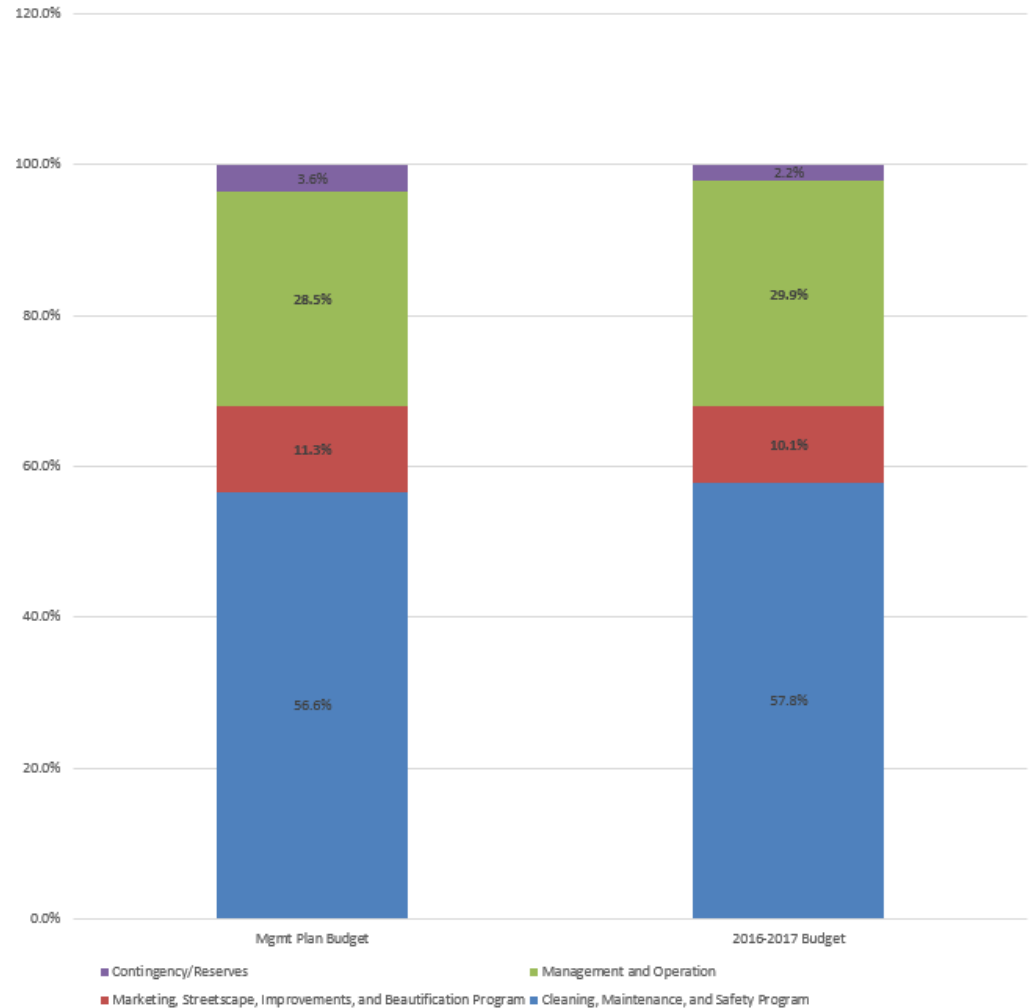
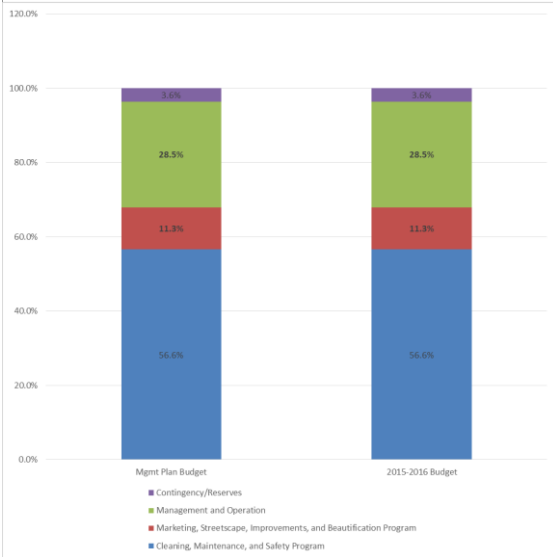
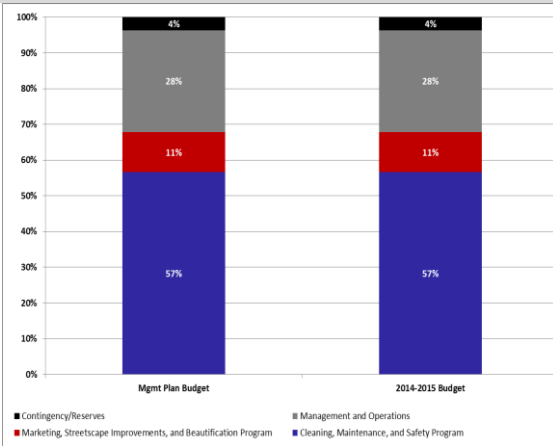
**Benchmark 2 – Whether five and fifty-five hundredths percent (5.55%) of LPCBD's actuals came from sources other than assessment revenue.**

**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.**



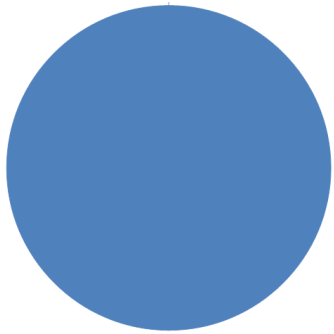
# Management Plan vs. Annual Budgets





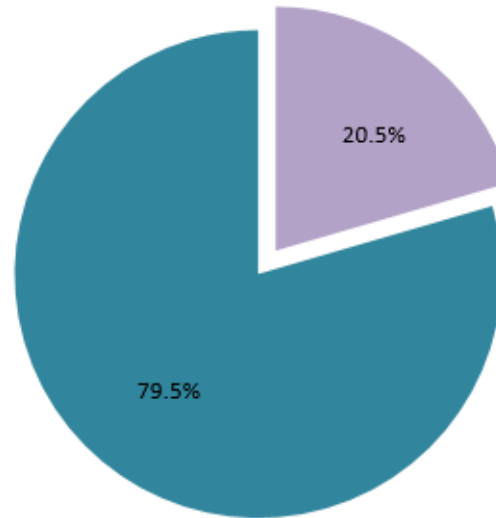
# Assessment Revenue & Other Income

FY 2014 - 2015



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

FY 2016 - 2017



■ Non-Assessment Revenue  
20.50%

■ Special Benefit Assessments  
79.50%

FY 2015 - 2016



■ Non-Assessment Revenue 41.40%

■ Special Benefit Assessments 58.60%



# Budget vs Actuals

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



# Carryover

Designated Projects	FY 2016-2017
<b>Special Assessment Project</b>	
Marketing, Streetscape Improvements, and Beautification Program	\$176,100.00
Management and Operations	\$66,200.00
Contingency and Reserve	\$94,313.00
<b>Total Designated Amount</b>	<b>\$336,613.00</b>



# 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.

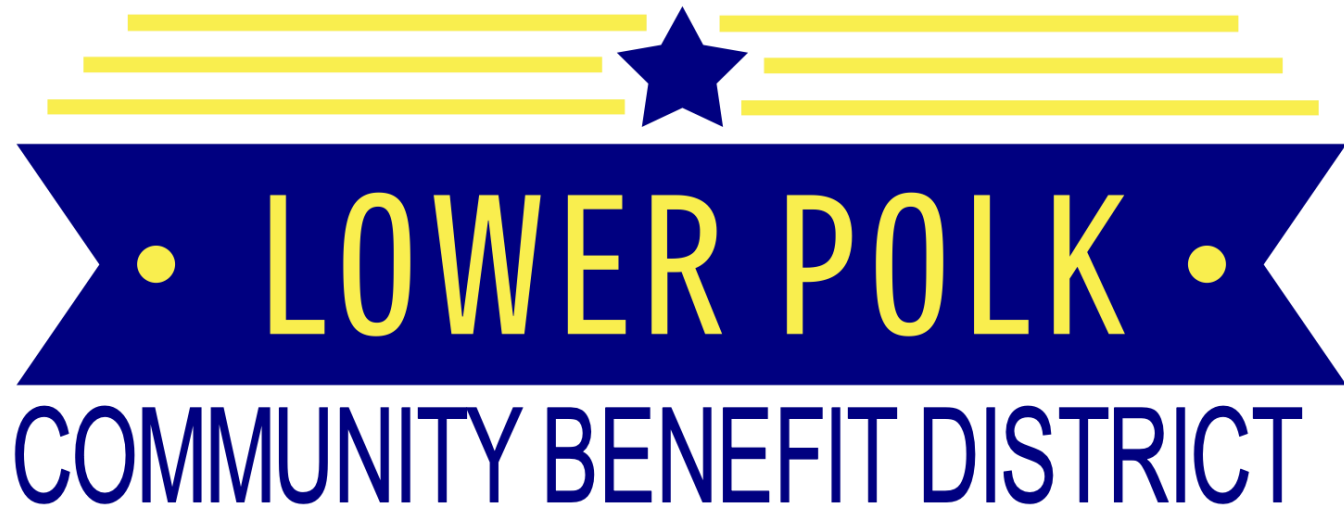
- **The CBD secured and renovated a long-term office space at 1170 Sutter Street using CMPC mitigation funds**
- **The CBD made significant progress in raising new funds beyond their general benefit requirement**
- **The CBD secured grant funding to execute the Lower Polk/Tenderloin Art walk series, 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 in FY 16-17**



# 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**





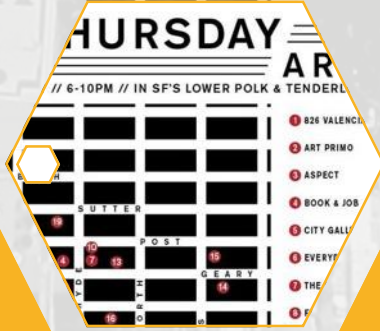
# **LOWER POLK CBD FISCAL YEAR 2016-2017**

GOVERNMENT AUDIT & OVERSIGHT COMMITTEE  
NOVEMBER 7, 2018

# BUILDING DISTRICT IDENTITY



First Thursday Art Walk Rebranded and Promoted.



Built Macaulay Park website / organized stakeholders.



Construction mitigation marketing efforts initiated.



Sponsored Lower Polk Wine Walks.

Provided information to merchants, pedestrians, and visitors.

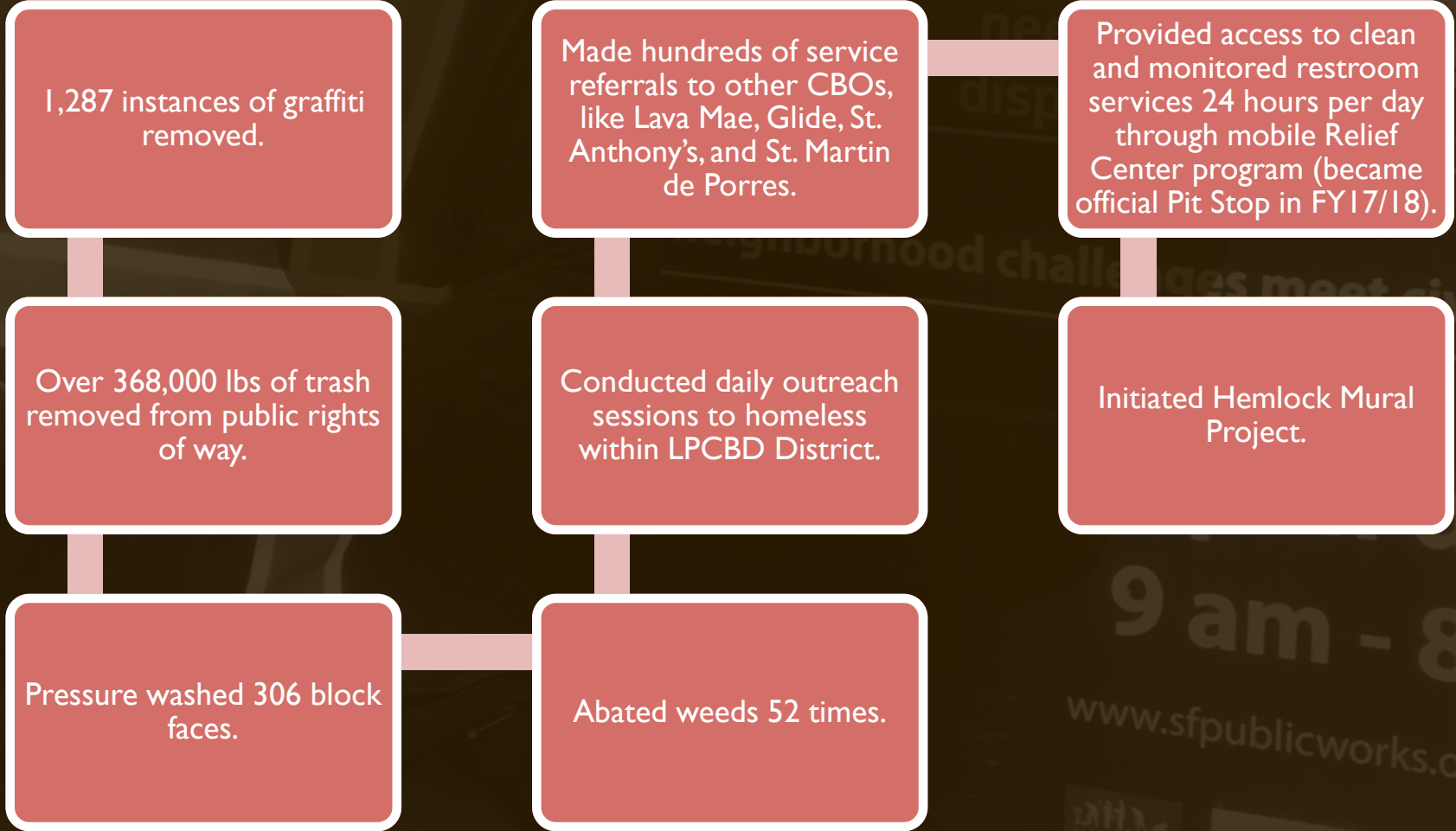


Planter boxes in Austin, Hemlock, Cedar, and Alice B. Toklas Alleys installations.

Fern and Austin Alley redesign projects (\$100,000).



# STREET OPERATIONS, BEAUTIFICATION AND HOMELESS OUTREACH





# FIRST THURSDAY

Secured and Renovated long-term office space at 1170 Sutter Street.

Ensured day-to-day success of programs.

Worked with City officials to address public right of way issues.

Applied for and received grant funding for the:

Lower Polk/Tenderloin Art Walk.

Hemlock Mural Project.

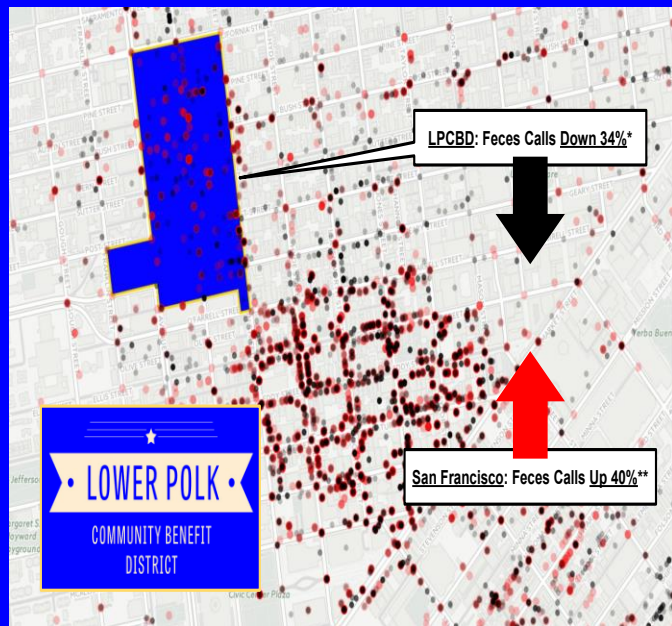
Pit Stop restroom services, and:

An innovative Tenant Landlord Clinic to help prevent homelessness.

## ADMINISTRATION, ORGANIZATION AND CORPORATE OPERATIONS

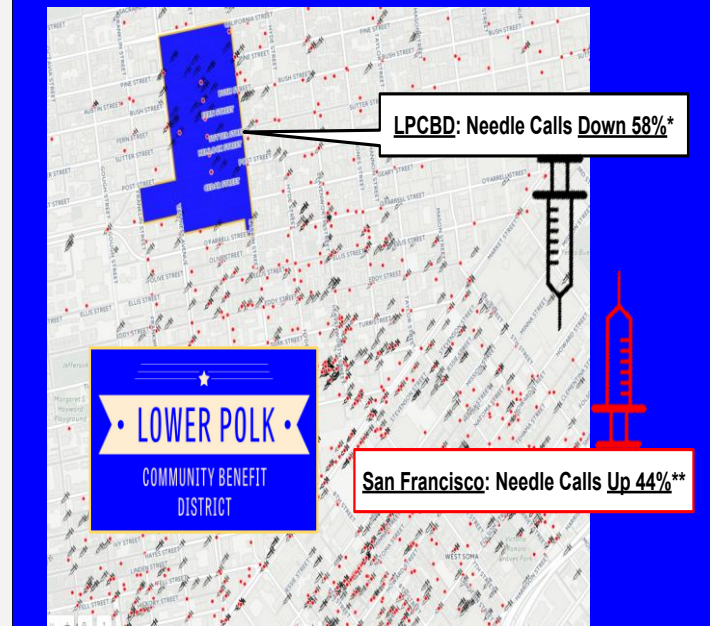
# 2015 VS. 2016 QUALITY OF LIFE DATA (SF311)

## 311 Feces Calls: 2015 vs. 2016.



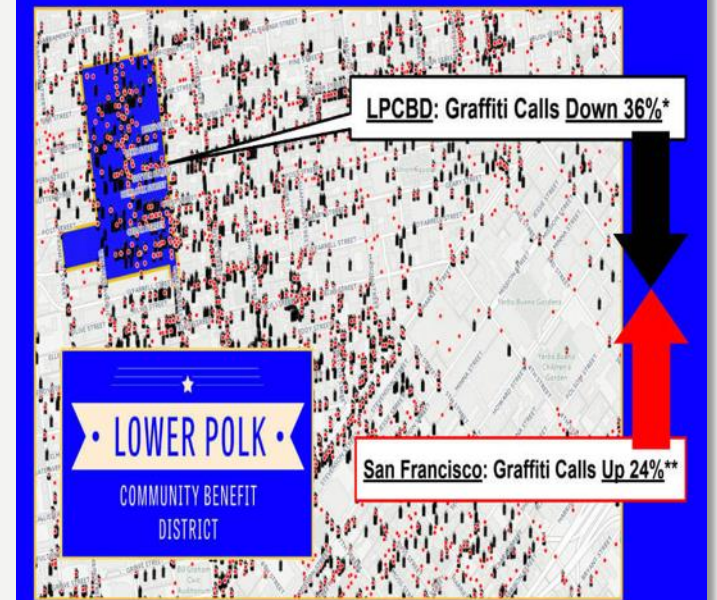
2015 vs. 2016 calendar year. Data from data.sfgov.org. \*LPCBD 221 (2015) / 164 (2016). \*\*SF 13,143 (2015) / 18,416 (2016).

## 311 Needle Calls: 2015 vs. 2016.



2015 vs. 2016 calendar year. Data from data.sfgov.org. \*LPCBD 31 (2015) / 12 (2016). \*\*SF 13,143 (2015) / 18,416 (2016). Legend: "black needles" represent 2015 calls, "red dots" represent 2016 calls.

## 311 Graffiti Calls: 2015 vs. 2016.



2015 vs. 2016 calendar year. Data from data.sfgov.org. \*LPCBD 845 (2015) / 623 (2016). \*\*SF 59,513 (2015) / 74,335 (2016). Legend: "black spray cans" represent 2015 calls, "red dots" represent 2016 calls.

# 2015 VS. 2017 QUALITY OF LIFE DATA (SF311)

## 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

