

File No. 230843

Committee Item No. 3

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight

Date: March 7, 2024

Board of Supervisors Meeting:

Date: _____

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU - FY2022-2024 - Clean
- MOU - FY2022-2024 - Redline
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract / DRAFT Mills Act Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER

- Annual Report FY2021-2022
- Financial Statements 063022
- Financial Summary Report FY2021-2022
- Camera Report FY2021-2022
- OEWD Memo 071023
- _____
- _____

Prepared by: Monique Crayton

Date: March 1, 2024

Prepared by: _____

Date: _____

Prepared by: _____

Date: _____

1 [Japantown Community Benefit District - Annual Report - FY2021-2022]

2

3 **Resolution receiving and approving an Annual Report for the Japantown Community**
4 **Benefit District for Fiscal Year (FY) 2021-2022, submitted as required by the Property**
5 **and Business Improvement District Law of 1994 (California Streets and Highways**
6 **Code, Sections 36600, et seq.), Section 36650, and the District’s management**
7 **agreement with the City, Section 3.4.**

8

9 WHEREAS, On May 23, 2017, pursuant to the Property and Business Improvement
10 District Law of 1994 (the “Act”), California Streets and Highways Code, Sections 36600 *et*
11 *seq.*, as augmented by Article 15 of the San Francisco Business and Tax Regulations Code,
12 the Board of Supervisors adopted Resolution No. 198-17, expressing the City’s intention to
13 establish the Japantown Community Benefit District (the “Japantown CBD”); and

14 WHEREAS, On July 25, 2017, the Board of Supervisors adopted Resolution
15 No. 302-17 establishing the Japantown CBD ("Resolution to Establish") for a period of 10
16 years, commencing fiscal year (FY) 2017-2018; and

17 WHEREAS, On December 12, 2017, the Board of Supervisors adopted Resolution No.
18 461-17, authorizing an agreement with the owners' association for the
19 administration/management of the Japantown CBD, and a management agreement (the
20 “Management Contract”) with the owners' association, the Japantown Community Benefit
21 District, Inc., was executed accordingly; and

22 WHEREAS, A copy of the Management Contract is on file with the Clerk of the Board
23 of Supervisors in File No. 171198; and

24 Whereas, On December 13, 2022, the Board of Supervisors approved the Japantown
25 CBD’s annual reports for fiscal year 2020-2021 in Resolution No. 537-22; and

1 WHEREAS, The Japantown CBD has submitted for the Board’s receipt and approval
2 the Japantown annual report for fiscal year 2021-2022 as required by Section 36650 of the
3 Act and Section 3.4 of the Management Contract; and

4 WHEREAS, The Annual Report is on file with the Clerk of the Board of Supervisors in
5 File No. 230843, and is incorporated herein by reference as though fully set forth; and

6 WHEREAS, Supporting documents, including, but not limited to, a transmittal letter and
7 memorandum report from the City's Office of Economic and Workforce Development, dated
8 July 10, 2023, and documentation from the Japantown CBD for the Annual Report is on file
9 with the Clerk of the Board of Supervisors in File No. 230843; now, therefore, be it

10 RESOLVED, That the Board of Supervisors hereby receives and approves the annual
11 report for the Japantown Community Benefit District for fiscal year 2021-2022.



JAPANTOWN

COMMUNITY BENEFIT DISTRICT

FY 21 - 22 Annual Report





JapantownSF™

Taste & Experience the Culture of Japan

The Mission of the JCBD

Through economic business development for property owners and merchants, beautification of public spaces for all to enjoy and a safe livable environment – Japantown will continue to thrive as a culturally rich, authentic, and economically vibrant neighborhood which will continue to serve as the cultural heart of the Japanese and Japanese American communities for generations to come.



Building On Our Strengths to Keep Japantown Thriving

To Our Stakeholders and Community,

In FY 21-22 the Japantown Community Benefit District (JCBD) was once again at the forefront in helping our small businesses and community. Although we cannot put the COVID-19 pandemic behind us yet, FY 21-22 gave us many opportunities to keep Japantown moving forward in the recovery process.

The JCBD continues to share vital COVID related information and provide COVID-19 Testing to our community through our on-going partnership with Virus Geeks. With the help of the SF Department of Public Health, we distributed 2,500 At-Home COVID-19 Antigen Test Kits to our many small businesses and nonprofit organizations.

Our role in the community has continued to evolve. Cleaning and safety is still a priority, but Japantown is looking to us for the economic enhancement of our community. JCBD connects small businesses and new businesses to key City departments, such as the Office of Small Business, to help resolve issues and provide valuable guidance. Our staff works hard to make those connections to make sure Japantown has a direct pipeline to the City.

The strength of JCBD is in our outreach. We work to connect with organizations and businesses that can identify and help bring new projects and businesses into Japantown. As one of the 3 remaining Japantowns in the United States, keeping on-going communication with San Jose's Japantown and Little Tokyo in Los Angeles enables us to share ideas and learn from each other. Together we can ensure that our Japantowns continue to thrive.

Staying connected with other CBD/BIDs and merchant associations provides great inspirations that have encourage us to think outside the box and look to partners to make projects come to life..

The Japantown Community Benefit District is committed to building on our strengths. Your support has enabled us to continue our work. Together we can make things happen and together keep Japantown, a cultural destination, thriving.

With deep appreciation,

JCBD Board of Directors and Staff

Achievements for FY21-22

In FY21-22, the Japantown Community Benefit District accomplished the following:

- COVID-19 PCR Testing - Continued to work with Virus Geeks, Inc. to bring COVID testing to our community and surrounding neighborhoods.
- Dandelion Project (projection art exhibit) in partnership with NAKED, Inc. of Japan to premiere their interactive art exhibit in the United States. The 3-month long exhibit welcomed over 15,000 attendees.
- Fleet Week Neighborhood Concert Series - Partnered with Fleet Week to bring the Neighborhood Concert Series to the Peace Plaza.
- Heart of Jtown Mural Project - Commissioned 4 Japantown artists to create murals that were displayed inside vacant storefronts.
- New Street Lamp Banners - Partnered with the Japantown Merchants Association and community artists to create exciting graphics that identify and promote Japantown.
- Jtown Community Clean-Ups - Partnered with RefuseRefuseSF, Greenbird and Japanese Teaching Alumni Assoc. of No. CA to hold 6 clean-up efforts.

Keeping Japantown Clean

Clean streets are one of the first things visitors notice right away when they come to Japantown. Our two Community Ambassadors work tirelessly to make sure that the district reflects the pride of the community, and their love for Japantown shows in the work. Their dedication is continually recognized by our community and especially the small businesses.

Keeping Japantown clean is a team effort. We partnered with RefuseRefuseSF and Greenbird to hold "J-town Community Clean-Ups" every other month. This not only brought members from our community out to pick up trash, but also surrounding neighborhoods. Getting to know our neighbors and coming together to volunteer their time has been a great community builder.

In February of 2022, the JCBD implemented the Connected Workers App to improve street cleaning response time. The 311 Shared Response Plan Dashboard is a valuable reporting tool to show our board of directors, stakeholders, community and the City the importance of our Community Ambassadors.



Japantown CBD Community Ambassadors Cleaning Stats

311 Requests	126	Request for Police/Fire/EMS	17
Answered Hotline	7	Sharps (Needle) Clean Up	436
Auto Glass Clean Up	315	Stickers/Graffiti Removed	918
Bio-hazard Clean Up	595	Trash (lbs)	18,325
Business Contact/Check In	40	Trash Bags Collected	733
Cigarette Butts	23,759	Weed Abatement (block faces)	95
Hospitality Assistance	1079		

Keeping Japantown Safe & Secure

Communication is an important part of keeping our communities safe. Through our “Safety Alerts” we share incident reports with our district’s small businesses, including safety information. This ensures that they know what is happening in Japantown and helps them look out for one another.

This fiscal year brought the JCBD’s knowledge and experience outside our district to connect with surrounding neighborhoods and take part in their safety meetings. Having a pulse on surrounding neighborhoods, sharing our efforts to deter crime and sharing safety practices is all part of keeping our neighborhoods safe.

Safety also includes having an emergency plan in place. This year, the JCBD assisted the Nihonmachi Street Fair in creating a Crisis Plan which was a requirement for the organization in order to be approved for a ISCOTT Street Closure Permit.

Addressing Japantown’s Safety Needs

With the rise in Asian hate crimes throughout the Bay Area, the JCBD participated with various organizations to bring to the forefront the crimes affecting our communities.

- Monthly participation in Chief Scott’s SFPD Small Business Advisory Forum
- Monthly participation at Nihonmachi Community Coalition meetings to address public safety
- SFPD Northern Station Community Police Advisory Board
- SF Safe City Wide Community Police Advisory Board
- Circulated through Keeping Japantown Connected e-newsletter the multilingual Stay Safe from Hate booklet created by Asian American Federation and the Center for Anti-Violence Education

JCBD Japantown Community Benefit District

Japantown Safety Alert

August 5, 2021

The JCBD Safety Alert is composed of notifications from the community, in conjunction with a review of video footage, to locate persons of interest or activities that most closely match the incidents as described.

We will notify you as incidents are reported to us.

The Safety Alert does not make any final determination on the incidents, and is shared solely as an advisory.

The JCBD Safety Alerts are routinely forwarded to SFPD and the District 5 Supervisor’s Office for their reference.

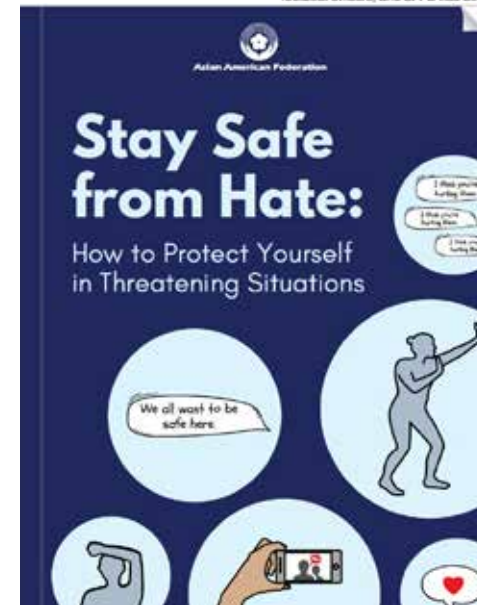
Brandon Quan

JCBD Operations Manager

Crime Incidents in Japantown

This morning, August 5 2021, at round 5:20am, an unidentified individual broke into a Japantown business and took several items. The business has filed a report with SFPD with our footbeat officers, and SFPD has been in contact with the

JCBD will continue to work



Promoting Japantown

Japantown is a cultural corridor that brings many visitors to the district through various events throughout the year. This fiscal year the JCBD partnered with local and international artists, performers and organizations to engage visitors through arts and culture as part of the broader economic enhancement for Japantown.

- Participated in the Fleet Week Neighborhood Concert Series and welcomed the Navy Southwest FUNK Band to the Peace Plaza.
- Partnered with NAKED, Inc. of Japan to bring the Dandelion Project, an interactive art exhibit, from December, 3, 2022 to January 21, 2022. Over 15,000 came to experience Ryotaro Muramatsu's exhibit that instantly sent participants' names to other Dandelion exhibits in Osaka, Tokyo, Kyoto, Singapore, and South Korea.
- Created visitor friendly JapantownSF Mini Maps that also helped promote events.
- Worked with 4 Japantown community artists to create new street lamp banners that identifies the district.
- Installation of Holiday Lights throughout Japantown brought a festive vibe and also helped keep the district well lit throughout the holiday season.
- Partnered with OEWD and the Japantown Merchants Association to welcome the Shop & Dine 49's Holly Jolly Trolley.
- Supported community events such as the No. CA Cherry Blossom Festival, Children's Day, Soy and Tofu Festival, Nihonmachi Street Fair and Japan Week.



Being an Important Resource for Our Small Businesses and Community

Small Business Assistance

- Kept our Japantown small businesses connected through e-newsletters and promoted Japantown through social media
- Shared out COVID related information from the Office of Small Business, Shared Spaces, Golden Gate Restaurant Association, and other City agencies
- Provided assistance to our small businesses including:
 - One-on-one assistance in completing on-line grant applications and Shared Spaces permits
- Provided information on ADA compliance

Addressing COVID-19 Needs

- Weekly COVID-19 Testing in partnership with Virus Geeks, Inc. and SF Rec & Park
- Distributed 5000 at-home test kits
- Translated COVID information as needed
- Hand delivered COVID posters/flyers that were required for posting
- Continued to provide PPE supplies



This Friday (5/27) from 11am - 1pm JCBD staff will be at Suite 310, inside the Japan Center West Mall (next to Japan Video & Media), to hand out to our Japantown Small Businesses the FREE test kits (2 per each employee).

Remember that the JCBD is still working with Virus Geeks to provide FREE COVID-19 PCR Tests 5 days a week. Please do take advantage of this test site that's right here in Japantown! It only takes a few minutes.

Let's Fight COVID Together!



The Heart of Jtown Resiliency Fund

In FY 20-21, the JCBD launched the Heart of Jtown Resiliency Fund to help support our small businesses. Funds raised went into providing grants to small businesses. Remaining funds will continue to go towards various small business needs as well as supporting local community artists.

- Provided additional rounds of PPE supplies
- Provided financial assistance to businesses who encountered damages to their property
- Fabrication costs for the Heart of Jtown Murals displayed inside vacant storefronts

Keeping Our Community Informed

- Updates on proposed acquisition of the Buchanan Hotel
- Worked with community leaders and met with Mayor Breed on our concerns of the sale and what it would mean to Japantown's economic recovery
- Consulted with Applied Analysis to create Economic Impact Analysis | Hotel Conversion in San Francisco's Historic Japantown Report



Assessment Factors and Methodology

Each property within the JCBD's boundaries, as shown in the map, pays a special assessment proportional to the benefits received. Japantown property and business owners have emphasized that the assessment formula for the Japantown Community Benefit District be fair, balanced, and have a direct relationship to the district's services.

The Japantown Community Benefit District is funded through an annual assessment from businesses and property owners in the district. Estimated annual maximum assessment rates for all parcels, except Non-profit Parcels is as follows: \$0.1477 per square foot of lot, building + \$38.0166 per linear foot. Non-profit parcels is as follows: \$0.0739 per square foot of lot, building + \$19.0083 per linear foot.

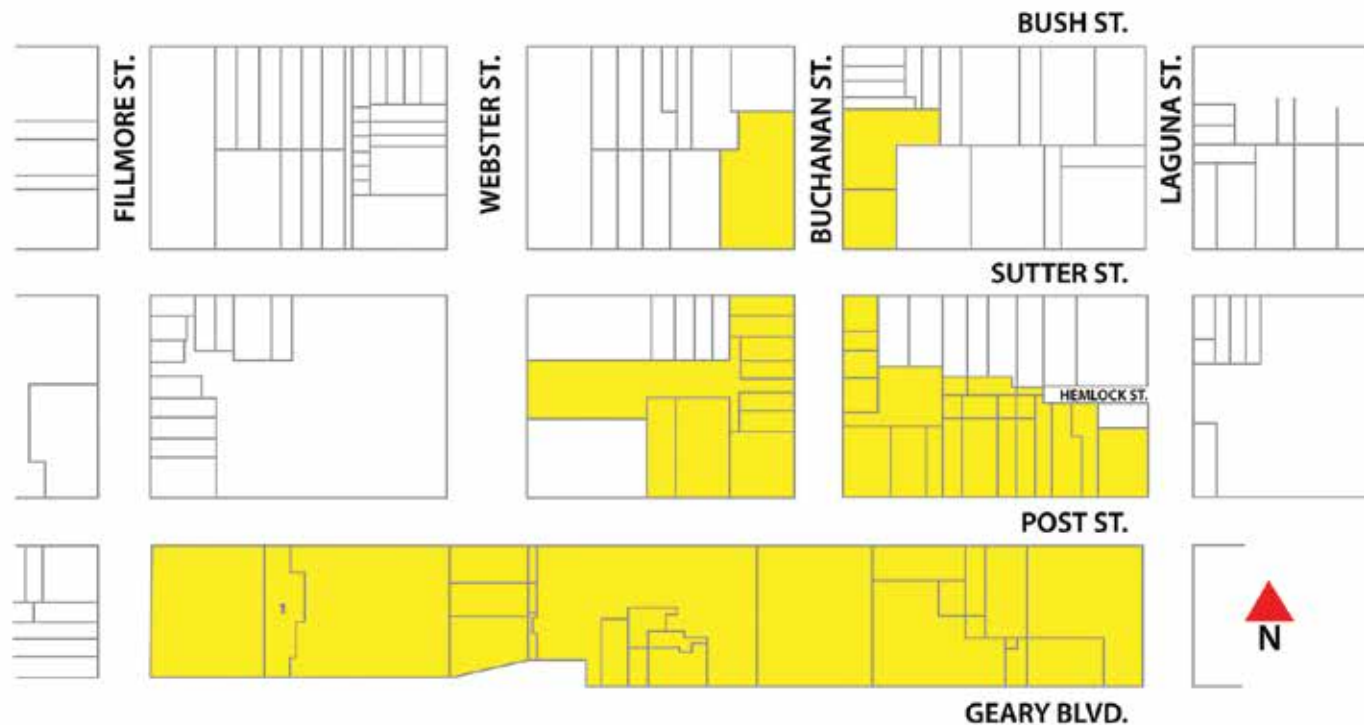
This information is provided to the JCBD from the SF Assessor's office.

It is the responsibility of property owners to ensure the information provided to the CBD is correct. To correct information, property owners must contact the SF Assessor's Office at 415-554-5596 or at <https://sfassessor.org/>.

Annual assessment rates may increase due to changes to the consumer price index (CPI), up to 3% each year. Assessments may also increase based on development in the District. JCBD assessments appear as a separate line item on the annual San Francisco County property tax bills.

For FY 21-22 the Board voted not to increase assessment rates.

To view a complete list of 2021 - 2022 Japantown CBD property assessments, please visit www.jtowncbd.org



Financials FY 2021 - 2022

Management Plan Budget

Service Category	Dollar Amount	Percentage
Environmental Enhancements	\$125,500.00	31.25%
Economic Enhancements	\$195,000.00	48.75%
Advocacy/Administration	\$70,000.00	17.50%
CBD Reserve\$10,000.00	2.50%	
TOTAL \$400,000.00	100.00%	

Assessment Revenue	\$377,800.00	94.45%
Non-Assessment Revenue	\$22,200.00	5.55%
TOTAL	\$400,000.00	100.00%



FY 2021 - 2022 Budget

Service Category	Assessment Dollar Amount	Non-Assessment Dollar Amount	Total Dollar Amount	% Total Assessment	% Total Non-Assessment	%Total
Environmental Enhancements	\$177,342.00	-	\$177,342.00	0.451251908	0	0.429399515
Economic Enhancements	\$127,058.00	\$20,000.00	\$147,058.00	0.323302798	1	0.356072639
Advocacy/Administration	\$78,600.00	-	\$78,600.00	0.2	0	0.190314769
CBD Reserve	\$10,000.00	-	\$10,000.00	0.025445292	0	0.024213075
TOTAL	\$393,000.00	\$20,000.00	\$413,000.00	100%	100%	100%

FY 2021 - 2022 Actuals

Service Category	Assessment Dollar Amount	Non-Assessment Dollar Amount	Total Dollar Amount	% Total Assessment	% Total Non-Assessment	%Total
Environmental Enhancements	\$177,342.00	\$36,296.29	\$213,638.29	46%	0.149103817	0.341041152
Economic Enhancements	\$127,058.00	\$194,271.73	\$321,329.73	33%	0.798061082	0.512954216
Advocacy/Administration	\$78,600.00	12,861.63	\$91,461.63	21%	0.052835100	0.146004631
CBD Reserve	-	-	-	0%	0	0
TOTAL	\$383,000.00	\$243,429.65	\$626,429.65	100%	100%	100%

Revenue Sources

Revenue Sources	FY 20 - 21 Actuals	% of Actuals
FY Assessment Revenue	\$391,107.90	1
Penalties		0-
Redemption + Redemption Penalties	-	0
TOTAL	\$391,107.90	100.00%
Contributions and Sponsorships	-	0.00%
Grants	\$49,900.00	10.66%
Donations	\$27,294.67	5.83%
Interest Earned	-	0.00%
Earned Revenue	-	0.00%
Other	-	0.00%
Total Non-Assessment (General Benefit) Revenue	\$77,194.67	16.48%
TOTAL	\$468,302.57	100.00%



Carryforward

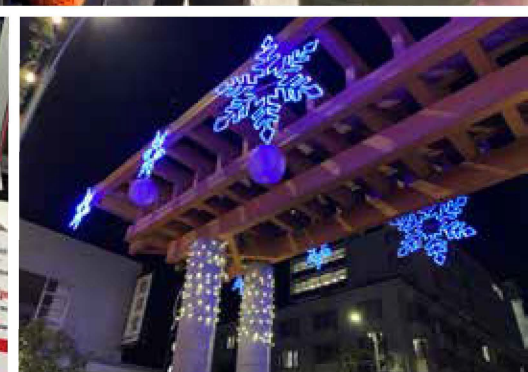
FY 2020-21 Assessment Carryforward Disbursement		Spenddown Timeline
Service Category	Dollar Amount	
Environmental Enhancements	\$150,278.81	2 years
Economic Enhancements	\$187,774.18	2 years
Advocacy/Administration	\$85,499.69	1 year
CBD Reserve	\$40,000.00	
Special Assessment Total	\$463,552.68	



FY 2020-21 Non-Assessment Carryforward Disbursement		Spenddown Timeline
Non-Assessment Project or bucket name	Dollar Amount	
Heart of Jtown Resiliency Fund*	\$40,221.96	2 years
SafeCity*	\$78,852.92	1 year
Non Assessment Revenues*	\$104,500.53	2 years
Non Assessment Total	\$223,575.40	



*Balance as of 6/30/2022



JAPANTOWN

LINDA MIHARA
PAPER ARTIST

STEVE HAKAJO
JAPANTOWN TREASURER

SURIE KAGAMI
JAPANTOWN CULTURAL DISTRICT

GRACE HORIKIRI
JAPANTOWN CEO

YUKA WALTON
JAPANTOWN PRESIDENT

Alaska AIRLINES

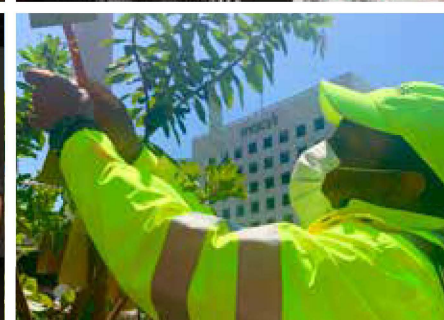
JAPANTOWN

08.27.21 / 4-5PM

WIN TICKETS TO ALASKA AIRLINES

Cultural Districts

SAN FRANCISCO'S



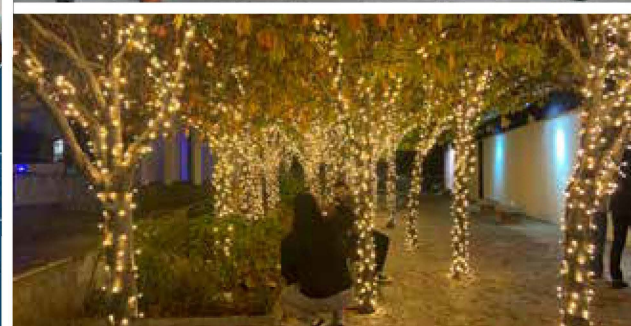
THIS HOLIDAY SEASON, DON'T MISS THE **HOLLY, JOELLY TROLLEY**

JapantownSF
San Francisco's Japanese Cultural District

Japantown
December 10th, 2021
5:00 PM
Buchanan Mall

CBD
Japantown Community Benefit District, Inc.

HEART



Free COVID-19 Testing in the Japantown Neighborhood

Resource On-Site • Senior Preference

FRIDAYS from 9:30am - 2:30pm
September 24 • October 8 & 22
November 5 & 19 • December 3 & 17

Testing Time for Seniors (65 & Older) 11am - 1pm

Peace Plaza
22 Peace Plaza, San Francisco, CA 94115

Fight COVID-19: We're all in this together

Learn. Act. Get Tested.

City & County of San Francisco

Made possible with the support of
Japantown Community Benefit District
Japantown Task Force & Japantown Merchants Association

Pre-register at: sf.vlepageqs.com/testing

COVID-19 無料検査

無料検査の日: 9/24, 10/8, 10/22, 11/5, 11/19, 12/3, 12/17

COVID-19 高齢者優先検査

高齢者優先検査の日: 11/5, 11/19, 12/3, 12/17

予約: sf.vlepageqs.com/testing





**Japantown Community
Benefit District, Inc.**

1765 Sutter Street, 2nd Floor, San Francisco, CA 94115

Tel: 415-265-5207 • Fax: 415-796-0863

info@jtowncbd.org • www.jtowncbd.org



JCBD Board of Directors FY 21-22

Officers

Board President
Currently vacant

Board Vice President
Robert K. Sakai, *Property Owner*

Board Treasurer
Mary Ishisaki, *Property Owner*

Board Secretary
Kathy Nelson, *Director -
Kabuki Spring and Spa*

Board Members

Daniel F. Byron II, *Director of Asset Management -
3D Investments, LL (Japan Center Malls)*

David Dunham, CPP - *Principal Administrative Analyst
Parking & Curb Mgmt, Streets Division, SFMTA*

Steve Ishii, *Executive Director - Kimochi Inc.*

Dennis Kern, *Director of Operations - S.F. Recreation and Parks*

Kimberly Kolbe, *Business Owner - Shop MaruQ*

Emily Nichols, *General Manager - Kimpton Buchanan Hotel*

Jerry Ono, *Director / Japantown Branch Manager - Union Bank*

Alex Prouty, *General Manager - Hotel Kabuki*

Grace Horikiri, *Executive Director*

Melissa Bailey Nihei, *Administrative Assistant/Community Aide*

Brandon Quan, *Operations Manager*

Max Nihei, *Small Business Coordinator*

Email info@jtowncbd.org to receive JCBD weekly/monthly e-newsletters.

Please visit our website at jtowncbd.org for program information and other resources.

The Japantown Community Benefit District, Inc. is a 501c(3) nonprofit organization.

©2022 Japantown Community Benefit District, Inc. All Rights Reserved.

Japantown Community Benefit District, Inc.

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

ON FINANCIAL STATEMENTS

For the Year Ended June 30, 2022

Prepared by:

George Dimov, CPA
555 4th St,
San Francisco, CA, 94107
(866) 264 4435
george@dimovtax.com

TABLE of CONTENT

Independent Accountant’s Review Report... 03

Statement Of Financial Position 04

Statement of Activities 05

Statement of Functional Expenses06

Cash Flow Statement..... 07

Notes to Financial Statements..... 08-12

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

January 27th, 2023

To the Board of Directors
Japantown Community Benefit District, Inc.

We have reviewed the accompanying Statement of Financial Position, Statement of Activities, on Accrual Basis of Japantown Community Benefit District, Inc as of June 30th, 2022, and the related statements of revenue, expenses, and statement of cash flows on accrual basis for the year then ended. A review includes primarily applying analytical procedures to board of directors' financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the accrual basis of accounting and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services (SSARS) issued by the American Institute of Certified Public Accountants (AICPA). Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe that the results of our procedures provide a reasonable basis for our report.

We are required to be independent of Japantown Community Benefit District, Inc and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our reviews.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Sincerely,



George Dimov, CPA

Japantown Community Benefit District, Inc.

Statement of Financial Position

As of June 30, 2022

	<u>Total</u>
ASSETS	
Current Assets	
Bank accounts	687,581
A/R Other	34,125
Prepaid Expense	<u>5,342</u>
Total Current Assets	<u>727,048</u>
Fixed Assets	
Safe City Equipment	562,745
Accumulated Depreciation	<u>-354,3874</u>
Total Fixed Assets	<u>207,869</u>
TOTAL ASSETS	<u><u>934,918</u></u>
LIABILITIES AND NET ASSETS	
LIABILITIES	
Current Liabilities	
Accounts Payable (A/P)	<u>525</u>
Total Current Liabilities	525
NET ASSETS	
Without Donor Restrictions	128,621
With Donor Restrictions	<u>805,772</u>
Total Net Assets	<u>934,393</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>934,918</u></u>

JAPANTOWN COMMUNITY BENEFIT DISTRICT, INC.

STATEMENT OF ACTIVITIES
For the Year Ended June 30, 2022

	<u>Without Donor Restrictions</u>	<u>With Donor Restrictions</u>	<u>Total</u>
REVENUES AND SUPPORT			
Assessment's revenue	\$ 391,108	\$ -	\$ 391,108
Grants and contributions	84,025	26,428	110,453
Heart of Jtown Admin Income		867	867
Total revenues and support	<u>475,133</u>	<u>27,295</u>	<u>502,428</u>
EXPENSES			
Program services	599,572	-	599,572
Management and general	136,475	-	136,475
Total expenses	<u>736,047</u>	<u>-</u>	<u>736,047</u>
CHANGE IN NET ASSETS	(260,913)	27,295	(233,619)
NET ASSETS - beginning of year	<u>389,534</u>	<u>778,477</u>	<u>1,168,011</u>
NET ASSETS - end of year	<u>\$ 128,621</u>	<u>\$ 805,772</u>	<u>\$ 934,393</u>

JAPANTOWN COMMUNITY BENEFIT DISTRICT, INC.

STATEMENT OF FUNCTIONAL EXPENSES
For the Year Ended June 30, 2022

	<u>Program Services</u>	<u>Management and General</u>	<u>Total</u>
Economic enhancement expenses	\$ 267,426	\$ -	\$ 267,426
Environmental enhancement expenses	128,226	-	128,226
Depreciation expense&maintenance	156,482	-	156,482
Heart of Jtown Resiliency Fund	5,8823	-	5,823
Salaries	38,093	87,351	125,444
Legal and professional services	-	17,478	17,478
Payroll expenses	-	10,163	10,163
Advocacy Administrative	-	1,047	1,047
Office expenses	-	5,418	5,418
Occupancy	3,523	1,461	4,983
Outside services	-	137	137
Insurance	-	8,378	8,378
Travel	-	1,840	1,840
Sponsorship	-	3,000	3,000
Other	-	202	202
Total expenses	<u>\$ 599,572</u>	<u>\$ 136,475</u>	<u>\$ 736,047</u>

JAPANTOWN COMMUNITY BENEFIT DISTRICT, INC.

STATEMENT OF CASH FLOWS
For the Year Ended June 30, 2022

	<u>Total</u>
OPERATING ACTIVITIES	
Net Income	(233,619)
Adjustments to reconcile Net Income to Net Cash provided by operations:	
A/R Other	(26,535)
Prepaid Expense	(2,281)
Accumulated Depreciation	112,549
Accounts Payable (A/P)	(12,945)
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	<u>70,788</u>
Net cash provided by operating activities	(162,831)
FINANCING ACTIVITIES	
Retained Earnings	<u>(110)</u>
Net cash provided by financing activities	<u>(110)</u>
Net cash increase for period	(162,941)
Cash at beginning of period	<u>850,522</u>
Cash at end of period	687,581

JAPANTOWN COMMUNITY BENEFIT DISTRICT, INC.

1. ORGANIZATION

Japantown Community Benefit District, Inc. (the "JCBD") is a not-for-profit organization formed on October 19, 2017, pursuant to a management contract with the City and County of San Francisco (the "City"). Refer to Note 6.

The JCBD, located in San Francisco, California, has specific charitable purpose to advance the common good, general welfare and quality of life of all San Franciscans, and of visitors to San Francisco, by enhancing environmental quality and beauty in the Japantown Community Benefit District (the "District"), by fostering a safer and more secure community in that District, and by reinforcing the cultural heritage and economic vitality of that District, and to carry on other charitable activities associated with these goals as allowed by law.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements are as of and for the year ended June 30, 2022, and are presented in accordance with generally accepted accounting principles promulgated in the United States of America for Not-For-Profit Organizations ("U.S. GAAP").

Basis of Presentation

The organization prepares its financial statements on the accrual basis of accounting. This method recognizes revenues and expenses in the period in which they occur.

Net assets, revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the JCBD and changes therein are classified and reported as follows:

Net Assets Without Donor Restrictions

Those net assets which are not subject to donor-imposed stipulations. Net assets without donor restrictions also include funds designated by the board of directors for specific projects. The JCBD currently has no board-designated net assets.

Net Assets with Donor Restrictions

Those net assets that are subject to donor-imposed stipulations that may or will be met by actions of the JCBD and/or the passage of time, and net assets to be held in perpetuity as directed by donors. The JCBD currently has no net assets to be held in perpetuity.

JAPANTOWN COMMUNITY BENEFIT DISTRICT, INC.

Use of Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents

Cash consists of a checking account. JCBD considers short- and highly liquid investments with original maturities of three months or less from the dates of acquisition as cash equivalents. There were no cash equivalents as of June 30, 2022.

Fixed Assets

There are \$562,744 worth of building/Furniture/Instruments/Equipment/etc. in the current year. Assets placed in service in previous years are depreciated according to the straight-line depreciation in effect at the time of acquisition

Assessments Receivable

Assessment's receivable represents obligations of the city due to the JCBD. The allowance for doubtful accounts is determined based on the collectability of receivables. Receivables are written off when it is probable that the receivables will not be collected. Management believes that all outstanding assessments receivable is collectible in full, therefore no allowance for doubtful accounts has been provided. All assessments receivable is due within one year.

Pledges Receivable

Unconditional pledges receivable is recorded when the pledge is made; such receivable is subject to an allowance for uncollectible amounts. Pledges which are due beyond one year are recorded at the net present value of the contribution. The changes in present value in future periods are recorded in the statement of activities as contributions in the periods of change. On June 30, 2022, management believes these amounts are fully collectible, and as such, did not record an allowance for doubtful accounts for grants receivable. All pledges receivables are due within one year.

Property and Equipment

Property and equipment with a cost or value in excess of \$5,000, are capitalized by the JCBD at cost or, if donated, recorded at fair value at the date of the donation. The cost of additions and major improvements is capitalized, while maintenance and repairs are charged to expense as incurred. Gains or losses on dispositions of property and equipment are included in other income. Depreciation is

JAPANTOWN COMMUNITY BENEFIT DISTRICT, INC.

provided on the straight-line method over the estimated useful life of five years.

The JCBD reviews long-lived assets for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. Recoverability of assets to be held and used is measured by a comparison of the carrying amount of an asset to future net cash flows expected to be generated by the asset. If the carrying amount of an asset exceeds its estimated future cash flows, an impairment charge is recognized in the amount by which the carrying amount of the asset exceeds the fair value of the asset. Management believes there were no indicators of impairment at June 30, 2022.

Revenue Recognition

Assessments Revenue

JCBD received assessments which are collected by the City under the terms of the agreement between the City and JCBD (refer to Note 4).

Assessment's revenue which includes fines and penalties are accounted for as support and recognized when notification of the assessment is received from the city.

Grants and contributions

Unconditional grants and contributions and pledges are recognized at their fair value in the period notified.

Grants and contributions that are restricted by the donor are reported as increases in net assets without donor restrictions if the restrictions expire (that is, when a stipulated time restriction ends or purpose restriction is accomplished) in the reporting period in which the revenue is recognized. All other donor restricted contributions are reported as increases in net assets with donor restrictions. When a restriction expires, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions.

Conditional grants and contributions are recognized once conditions associated with the contributions have been fulfilled.

Income Taxes

The JCBD is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from California franchise taxes under Section 23701d of the Revenue and Taxation Code. In addition, the JCBD qualifies for the charitable contribution deduction under Section 170(b)(1)(A). However, income from activities not related to the JCBD's tax-exempt purpose may be subject to taxation as unrelated business income.

JAPANTOWN COMMUNITY BENEFIT DISTRICT, INC.

U.S. GAAP provides disclosure guidance about positions taken by an entity in its tax returns that might be uncertain. Management has considered its tax positions and does not believe that the JCBD has any uncertain tax positions that require adjustment or disclosure in the financial statements. The JCBD's returns are subject to examination by federal and state taxing authorities, generally for three to four years, respectively, after they are filed.

Functional Expenses

The costs of program and supporting service activities have been summarized on a functional basis in the statement of activities. The statement of functional expenses presents the natural classification detail of expenses by function. Expenses are identified with a specific program or support service and are charged directly to that program or support service. Accordingly, certain costs have been allocated among the programs and supporting activities benefited.

3. PROPERTY AND EQUIPMENT

Property and equipment consist of the following at June 30, 2022:

Equipment	\$	562,744
Less: accumulated depreciation		<u>(354,874)</u>
	<u>\$</u>	<u>207,869</u>

For the year ended June 30, 2022, depreciation expense amounted to \$112,549

4. ASSESSMENTS REVENUE

In April of 2017, the city developed the Japantown Community Benefit District Plan (the "Plan") to improve the appearance and safety of the district which encompasses approximately seven whole and partial blocks in the commercial core of Japantown. The Plan is also to increase building occupancy and lease rates, and to encourage new business development and attract ancillary businesses and services.

On January 18, 2018, an agreement was entered into between the City and the JCBD, to implement, administer and provide the property-related services, improvements and activities, in accordance with the Plan for a term expiring on June 30, 2027.

The JCBD receives its support primarily from the multi-year special assessment levied by the City on Identified Parcels (as defined in Section 53750(g) of the Government Code) located within the district. The assessments may only be used to fund property-related services, improvements and activities, as

JAPANTOWN COMMUNITY BENEFIT DISTRICT, INC.

defined, within the district in accordance with the Plan.

5. CONCENTRATIONS OF RISK

Assessment's revenue

The JCBD's ability to generate resources is dependent upon the assessments from the City.

Other risk

Financial instruments, which potentially subject the JCBD to concentrations of credit risk, consist principally of cash in bank accounts greater than \$250,000 with each financial institution. The JCBD periodically reviews its cash policy and believes that any potential loss is not material to the financial statements.

6. SUBSEQUENT EVENTS

In preparing the financial statements, the Organization's board of Directors have evaluated events and transactions for potential recognition or disclosure through Jan 27th, 2023, the date the financial statements were available to be issued.

Japantown Community Benefit District, Inc.	
Fiscal Year 2021-2022 Financial Summary Report	
INCOME	Total
Assessment Revenue	\$ 391,108
Non Assessment Revenues	\$ 77,195
Drawn from Assessment Carryovers	\$ 158,127
Total Income	\$ 626,430
EXPENSES	Total
Economic Enhancement Expense	\$ 221,133
Environmental Enhancement Expense	\$ 162,555
Advocacy/Admin Expense	\$ 91,462
Safety Maintenance	\$ 43,953
Heart of Jtown Resiliency Fund	\$ 9,477
Other Program Expenses	\$ 97,850
Total Expenses	\$ 626,430
NET INCOME/(LOSS)	\$ (0)



**Japantown Community Benefit District
Resolution #027-21
FY 21-22 Report**

This report contains information detailing private contributions of amounts greater than \$1000 to the Japantown Community Benefit District (JCBD) in FY 21-22. A total of \$25,687.50 private contributions were made in the past year. Donor names, contribution amounts, and the purpose of the donation are listed in the attached report.

Also included is information regarding the JCBD's SafeCity Camera Program.

Details include:

1. A list of the Video Retrieval System that the district either owns or licenses for ongoing use
2. A brief description of those technologies
3. The purpose for the use of any video footage
4. Any policies, internal or otherwise, that these entities adhere to

For further information required or questions about this report, please contact Grace Horikiri, JCBD Executive Director at 415-265-5207 or via email at grace@jtowncbd.org.

**Japantown Community Benefit District
Donations Over \$1000 Received
FY 21-22**

Date	Donation Towards	Donor	Amount
12/14/2021	2021 Holiday Lights	Mary Ishisaki	\$1,000.00
1/3/2022	2021 Holiday Lights	Emily Nichols	\$2,000.00
2/22/2022	2021 Holiday Lights	Japan Center West Associates, LP	\$2,000.00
3/11/2022	Economic Impact Report	Katsura LP	\$15,687.50
3/17/2022	2021 Holiday Lights	Japan Center Garage	\$5,000.00
TOTAL			\$25,687.50

Japantown SafeCity Camera Program

In August of 2018 the Japantown Community Benefit District (JCBD) was informed that Japantown was selected to receive funding through the Silicon Valley Community Foundation - Chris Larsen to implement a video retrieval system (SafeCity Camera Program) that would deter crime and also provide valuable recorded video footage to law enforcement. The first Japantown SafeCity cameras were installed in December of 2018 and today we have 120 cameras in key locations throughout the 6 block district.

Technologies in Place:

The Japantown SafeCity Camera Program added 80 cameras providing 116 camera views of the District, 5 servers and 1 workstation. For additional information, please see Attachment 1_Japantown CBD Item Summary – 01.28.2022 for a detailed list of equipment.

Description of Technologies:

The cameras within the District are ultra HD single and multi sensor IP cameras. The workstation is a computer station located in the JCBD Video Control Center. The workstation contains the Avigilon program used to review video footage, connect to the network and online portal. The servers administer the 5G high speed network and serve to connect the cameras to the network and the online portal, with 24/7 network performance monitoring.

Purpose of the SafeCity Camera Program:

The SafeCity Camera Program provides our Japantown community as a whole with an innovative technological tool for crime prevention and investigation. A community-driven approach towards crime prevention that goes beyond public safety, the SafeCity Camera Program helps the JCBD to collect insightful data on a variety of local community cleaning issues that allows us to better respond with our services in a more precise manner. Our camera program provides a platform for more effective service delivery across all of our JCBD clean and safety initiatives.

Policies and Oversight:

Overseen by the JCBD we have in place a Security Camera and Video Retrieval System Usage Policy and Procedures document. The JCBD policy covers the Purpose of the System; Management of the System; Video Recordings, requests and release procedures; and Program Oversight.

To submit a video request, a requester must first file a police report with the San Francisco Police Department (“SFPD”) and receive a case number. The requester shall then complete a Video Request Form with the case number and submit that to the JCBD in accordance with the procedures set forth in this Usage Policy. Requestors must include a description of valid reasons for the request of the video with specific facts.

For additional information, please see Attachment_2 JCBD_SCCP_Usage_Policy_200713; and Attachment 3_JCBD_Video Request Form.

FY 21-22 Video Retrieval Requests

Aldo Ghiozzi
AMC Kabuki Theater
Cory Foss
Eric Smith, Mark Garrett
Hotel Kabuki
Ian Svasand
Jerald Sapida
Joey Montgomery
John T Stralen, Esq
John Vincent
Jonathan Lam
Kabuki Springs & Spa
Kimpton Buchanan Hotel
Kinokuniya Bookstores of America
Melisa Muca
Reef Parking/Japan Center Garage
San Francisco Recreation and Park
San Francisco Police Department
Serena Singh
Soko Hardware
Tho Nguyen
Wajdaan Waliullah
Yutian Lin



VIDEO REQUEST FORM

REQUESTOR PROVIDED INFORMATION

Requestor Name _____

Company/Organization/SFPD Station _____

Daytime Phone Number _____

Email Address _____

Purpose of Request / Case # _____

Start Date / Time of Video Requested _____

End Date / Time of Video Requested _____

Location of Incident and/or cameras requested (Such as address, intersection street names etc.)

Details of Incident (Such as description of event, people or vehicles involved, etc.)

Form of ID Checked _____

Video pick-up Contact (if different from requestor) _____

I verify the information provided is accurate and correct _____

Signature of Requestor and Date

STAFF USE ONLY

Camera(s) exported (camera #) _____

Export Start Date / Time _____

Export End Date / Time _____

Name of System User _____

Date / Time Submitted _____

Time expended on search _____

Date / Time Processed _____

Date / Time Picked Up _____

Date/Time Completed _____

Video Export Procedure Successful?

Video Archived?

Where to Submit this Form:

Please submit a fully completed copy of this Video Request Form by email to the following: video.retrieval@jtowncbd.org; or fax to (415) 796-0863

Video will be provided within 10 days from receipt of request form.

JCBD complies with the California Public Records Act. For additional information about video requests and procedures, please ask for a copy of JCBD's Usage Policy

Japantown Community Benefit District SafeCity Camera Program

Security Camera and Video Retrieval System Usage Policy & Procedures

1. Purpose of the System

- a. The purpose of the Security Camera and Video Retrieval System is to provide video recordings of alleged criminal activities for after-the-fact investigations. This program is offered by the Japantown Community Benefit District (“JCBD”) to provide a clean and safe environment for merchants and residents, and fighting crime is one of JCBD's primary goals.

2. Management of the System

- a. This Security Camera System and related retrieval functions are managed by authorized staffs of the JCBD, in collaboration with Applied Video Solutions, the service provider of the system as needed.
- b. Authorized JCBD staffs will respond to requests for video footage in accordance with this Usage Policy, subject to applicable laws of the City and County of San Francisco and the State of California.
- c. The JCBD adopts a regular self-audit of the video requests to ensure accountability and transparency of the program.

3. Video Recordings, requests and release procedures

- a. The cameras are installed to capture video footage in designated public areas in the exterior of the buildings. Any areas not covered by the cameras will not be included in the video recordings.
- b. The Security Camera system captures and records activities in a limited designated area and may not provide extensive details of any activities. It should be noted that the system only provides visual recording of the activities and there is no audio component.

- c. To submit a video request, a requestor must first file a police report with the San Francisco Police Department (“SFPD”) and receive a case number. The requestor shall then complete a Video Request Form with the case number and submit that to the JCBD in accordance with the procedures set forth in this Usage Policy. A copy of the Video Request Form can be downloaded from the JCBD website www.jtowndbd.org; or request a form by sending an email to video.retrieval@jtowncbd.org.
- d. The Video Request Form can be submitted to JCBD in one of the following two ways: (1) Submit in person by delivery to the JCBD Office located at 1765 Sutter Street in San Francisco, during normal business hours Monday through Friday from 9:00a.m. to 5:00p.m. or (2) by email to video.retrieval@jtowncbd.org.
- e. Requesters must submit a copy of a valid government issued photo identification (driver’s license, passport, etc.) with their request.
- f. Requesters must include a description of valid reasons for the request of the video with specific facts.
- g. The JCBD will respond in a timely manner pursuant to the requirement of the Public Records Act and with consideration of the reason for the urgency of the request.
- h. The JCBD reserves the right to evaluate all requests for approval. Any request that does not further the stated purpose of the program or is not submitted pursuant to the guidelines in this Usage Policy may not be approved.
- i. Applied Video Solutions, the service provider of the Security Camera and Video Retrieval System, will provide support to the retrieval process pursuant to a request for assistance from the JCBD.
- j. Property owners may request footage of video recordings for valid business reasons related to incidents involving their property/business.
- k. The JCBD Board of Directors reserves the right to modify this guideline at any time.

4. Program Oversight

- a. While the JCBD has oversight responsibilities of the program, the JCBD staffs are not required to monitor the recording system in an ongoing basis during the day. Authorized JCBD staff may monitor the live feed from the recording system from time to time and there should be no expectation of constant monitoring.
- b. Recorded video is generally stored for a period of 30 days. Requests for recordings exceeding 30 days may not be available. On the 31st day, recorded video footage is generally deleted, erased, or destroyed, unless a copy has been made in accordance with a request related to a security or safety incident.
- c. Any video associated with a specific security incident or event is generally converted into a permanent video clip and stored for 6 months (180 days). The JCBD may retain a copy of any video record or image provided to a third party beyond 180 days or until all legal proceedings are concluded.
- d. Copies of all video records and images are to be made on JCBD premises only.
- e. The JCBD is a community agency that complies with the California Public Records Act. This legislation provides for the type of public information that can be requested, manner of requests, response time and mechanism. It should be noted that the Video Request Form is among the types of information that is subjected to public information requests.
- f. The JCBD is a nonprofit organization, and donations to support the work of the organization are gladly accepted

1/28/2022
11:06 AM

Applied Video Solutions, Inc.
Item Summary for Japantown CBD - SafeCity

JCBD
1765 Sutter St,
San Francisco, CA 94115

	Jan, 2022	
	Qty	Amount
Phase 1		
1700 Post St		
Cameras		
AV-20C-H4A-4MH-360 (4 x 5 MP, WDR, LightCatcher, 2.8mm)	1.00	1,638.00
AV-3.0C-H4A-DP1-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 3-9...	1.00	721.50
AV-3.0C-H4A-DP2-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 9-22...	2.00	1,505.39
AV-3.0C-HD-LP-B1 (Box camera, 3.0 MP, 4.7-84.6mm f/1.6 lens, with visible light b...	1.00	583.44
Other Equipment (incl. software, materials)		
AN-HP-J9773A (HP 2530-24G-PoE+ Switch - 24 Ports - Manageable - 24 x POE+ - 4 x E...	1.00	1,252.10
APC-BR700G (APC Back-UPS Pro Tower 700VA/420Watts)	1.00	167.69
AV-16L-H4PRO-B (5K (16 MP) H.264 HD Pro with LightCatcher Technology)	1.00	5,849.96
AV-1C-ACC6-ENT (ACC 6 Enterprise license for up to 1 camera channels)	2.00	522.60
AV-1LPR-ACC6 (ACC 6 license to enable 1 lane of LPR. Additional lanes each requir...	1.00	2,495.98
AV-4C-ACC6-ENT (ACC 6 Enterprise license for up to 4 camera channels)	1.00	900.90
AV-ES-HD-CWS-LG (Large Format Enclosure for Avigilon HD IP Professional Cameras w...	1.00	390.00
AV-ES-HD-IPM (Optional PoE+ power module. Powers full camera enclosure features &...	1.00	183.30
AV-ES-HD-IR-IP6 (IR illuminator, PoE+, Outdoor, included lens option for 60°, 35°...	1.00	444.21
AV-ES-HD-LP-HS (Standard format enclosure with heater, sunshield and PoE passtro...	1.00	430.95
AV-ES-HD-MNT-PLATE (Reinforcing wall mount adapter for ES-HD-HWS-SM, ES-HD-HWS, E...	1.00	31.20
AV-H4AMH-AD-PEND1 (Outdoor pendant mount adapter)	1.00	124.80
AV-H4AMH-DO-COVR1 (Dome bubble and cover, for outdoor surface mount or pendant mo...	1.00	124.80
AV-H4A-MT-WALL1 (Wall mount bracket for use with H4A-DP pendant dome cameras)	3.00	140.40
AV-H4-MT-CRNR1 (Corner mount adapter for use with H4A-MT-WALL1, H4-BO-JBOX1, H4SL...	1.00	70.20
AV-IRPTZ-MNT-WALL1 (Pendant wall arm adapter, for use with H4AMH-AD-PEND1 or H4 I...	1.00	101.40
AV-LEF7030040CA (Canon, 70-300mm, f/4-f/5.6, Auto-Iris, Vari Focal Recommended...	1.00	2,113.00
BCD218-NRA-216-120T-10 (2U Rackmount 18 Bay Professional Video Recording Server (...)	1.00	17,920.50
BCD-SA-WS16-UP (Windows Server 2016 Upgrade)	1.00	0.00
BCD-WA-P1000 (NVIDIA Quadro P1000)	1.00	0.00
EH-MK-SM (EtherHaul Mounting Kit for all small ODUs & 16cm antenna, for elevation...	2.00	254.80
HS-ICMPP0245E (CAT5E P-PANEL 24-PORT 8P8C 110)	1.00	55.89
Materials -NI (Materials)	1.00	600.00
MH-B100-CCS-PoE-MWB-US (MultiHaul™ BU, 90°, 500Mbps upgradable to 1800Mbps, 2 RJ-...	1.00	1,448.72
MH-T200-CCC-PoE-MWB-US (MultiHaul™ TU, 90°, base rate 100Mbps upgradable to 1000M...	1.00	684.30
PO-0E-C6BL36 (3FT CAT6 PATCH CABLE BLUE 6PK)	1.00	11.04
SO-S4HZ1H101E03D (Sophos XG 115 FullGuard Plus with Enhanced Support - 36 Months)	1.00	678.91
Total Parts for 1700 Post St	36.00	41,445.98

Phase 1

1/28/2022
11:06 AM

Applied Video Solutions, Inc.
Item Summary for Japantown CBD - SafeCity

JCBD
1765 Sutter St,
San Francisco, CA 94115

	Jan, 2022	
	Qty	Amount
Kabuki Hotel		
Cameras		
AV-15C-H4A-3MH-180 (3x5 MP, WDR, LightCatcher, 4mm, Camera Only)	1.00	1,403.99
AV-15C-H4A-3MH-270 (3x5 MP, WDR, LightCatcher, 2.8mm, Camera Only)	1.00	1,403.99
AV-3.0C-H4A-DP1-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 3-9...	1.00	721.49
AV-3.0C-H4A-DP2-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 9-22...	7.00	5,268.86
Other Equipment (incl. software, materials)		
AV-1C-ACC6-ENT (ACC 6 Enterprise license for up to 1 camera channels)	2.00	522.60
AN-HP-J9773A (HP 2530-24G-PoE+ Switch - 24 Ports - Manageable - 24 x POE+ - 4 x E...	1.00	1,252.10
AN-HP-J9774A (Switch - managed - 8 x 10/100/1000 (PoE+) + 2 x combo Gigabit SFP -...	2.00	1,349.40
APC-SMC1000-2U (APC Smart-UPS C 1000VA LCD RM 2U 120V)	1.00	622.99
AV-8C-ACC6-ENT (ACC 6 Enterprise license for up to 8 camera channels)	1.00	1,786.19
AV-H4AMH-AD-IRIL1 (Optional IR illuminatorring, up to 30m (100ft))	2.00	514.80
AV-H4AMH-AD-PEND1 (Outdoor pendant mount adapter)	2.00	249.60
AV-H4AMH-DO-COVR1 (Dome bubble and cover, for outdoor surface mount or pendant mo...	2.00	249.60
AV-H4A-MT-WALL1 (Wall mount bracket for use with H4A-DP pendant dome cameras)	8.00	374.40
AV-H4-MT-CRNR1 (Corner mount adapter for use with H4A-MT-WALL1, H4-BO-JBOX1, H4SL...	1.00	70.20
AV-IRPTZ-MNT-WALL1 (Pendant wall arm adapter, for use with H4AMH-AD-PEND1 or H4 I...	2.00	202.80
AV-POE-INJ2-60W-NA (Single port Gigabit PoE++ 60W, North American power cord incl...	2.00	234.00
BCD218-ARA-216-120T-8 (2U Rackmount 18 Bay Enterprise Video Recording Server (2) ...	1.00	22,854.00
BCD-WA-P1000 (NVIDIA Quadro P1000)	1.00	0.00
EH-MK-SM (EtherHaul Mounting Kit for all small ODUs & 16cm antenna, for elevation...	2.00	254.80
HS-ICMPP0245E (CAT5E P-PANEL 24-PORT 8P8C 110)	1.00	55.89
Materials -NI (Materials)	1.00	1,860.22
MH-B100-CCS-PoE-MWB-US (MultiHaul™ BU, 90°, 500Mbps upgradable to 1800Mbps, 2 RJ-...	1.00	1,448.72
MH-T200-CCC-PoE-MWB-US (MultiHaul™ TU, 90°, base rate 100Mbps upgradable to 1000M...	1.00	684.32
MQ-BH2032 (MiniRaQ Secure Series 16U Fan Tray 14 lbs.)	1.00	259.34
MQ-MRQ301S16 (12U + 4U MiniRaQ Secure - Tall with Vented Bottom 90 lbs.)	1.00	1,070.39
PO-0E-C6BL36 (3FT CAT6 PATCH CABLE BLUE 6PK)	2.00	22.08
SO-S4HZ1H101E03D (Sophos XG 115 FullGuard Plus with Enhanced Support - 36 Months)	1.00	678.91
Total Parts for Kabuki Hotel	49.00	45,415.68
Phase 2		
Office Building (1765 Sutter)		
Other Equipment (incl. software, materials)		
AN-HP-J9774A (Switch - managed - 8 x 10/100/1000 (PoE+) + 2 x combo Gigabit SFP -...	1.00	674.70
APC-BR700G (APC Back-UPS Pro Tower 700VA/420Watts)	1.00	167.69

1/28/2022
11:06 AM

Applied Video Solutions, Inc.
Item Summary for Japantown CBD - SafeCity

JCBD
1765 Sutter St,
San Francisco, CA 94115

	Jan, 2022	
	Qty	Amount
AV-HD-RMWS3-4MN-NA (Avigilon Control Center Professional high performance remote ...	1.00	2,710.48
CC-HP-Z27 (HP Business Z27 27in LED LCD Monitor - 16:9 - 8 ms GTG - 3840 x 2160 -...	1.00	735.74
Materials -NI (Materials)	1.00	150.00
MH-B100-CCS-PoE-MWB-US (MultiHaul™ BU, 90°, 500Mbps upgradable to 1800Mbps, 2 RJ-...	1.00	1,448.72
MH-T200-CCC-PoE-MWB-US (MultiHaul™ TU, 90°, base rate 100Mbps upgradable to 1000M...	1.00	684.30
Total Parts for Office Building (1765 Sutter)	7.00	6,571.63

Phase 2

AMC Theaters

Cameras

AV-15C-H4A-3MH-180 (3x5 MP, WDR, LightCatcher, 4mm, Camera Only)	1.00	1,403.99
AV-15C-H4A-3MH-270 (3x5 MP, WDR, LightCatcher, 2.8mm, Camera Only)	1.00	1,403.99
AV-16L-H4PRO-B (5K (16 MP) H.264 HD Pro with LightCatcher Technology)	1.00	5,849.96
AV-3.0C-H4A-DO1-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Outdoor Dome, 3-9...	1.00	768.29
AV-3.0C-H4A-DP1-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 3-9...	1.00	721.49
AV-3.0C-H4A-DP2-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 9-22...	4.00	3,010.78
AV-3.0C-HD-LP-B1 (Box camera, 3.0 MP, 4.7-84.6mm f/1.6 lens, with visible light b...	1.00	583.44

Other Equipment (incl. software, materials)

AN-HP-J9773A (HP 2530-24G-PoE+ Switch - 24 Ports - Manageable - 24 x POE+ - 4 x E...	1.00	1,252.10
APC-SMC1000-2U (APC Smart-UPS C 1000VA LCD RM 2U 120V)	1.00	578.49
AV-1C-ACC6-ENT (ACC 6 Enterprise license for up to 1 camera channels)	1.00	261.30
AV-1LPR-ACC6 (ACC 6 license to enable 1 lane of LPR. Additional lanes each requir...	1.00	2,495.98
AV-8C-ACC6-ENT (ACC 6 Enterprise license for up to 8 camera channels)	1.00	1,786.19
AV-ES-HD-CWS-LG (Large Format Enclosure for Avigilon HD IP Professional Cameras w...	1.00	390.00
AV-ES-HD-IPM (Optional PoE+ power module. Powers full camera enclosure features &...	1.00	183.30
AV-ES-HD-IR-IP6 (IR illuminator, PoE+, Outdoor, included lens option for 60°, 35°...	1.00	444.21
AV-ES-HD-LP-HS (Standard format enclosure with heater, sunshield and PoE passthro...	1.00	430.95
AV-ES-HD-MNT-PLATE (Reinforcing wall mount adapter for ES-HD-HWS-SM, ES-HD-HWS, E...	1.00	31.20
AV-H4AMH-AD-PEND1 (Outdoor pendant mount adapter)	2.00	249.60
AV-H4AMH-DO-COVR1 (Dome bubble and cover, for outdoor surface mount or pendant mo...	2.00	249.60
AV-H4A-MT-WALL1 (Wall mount bracket for use with H4A-DP pendant dome cameras)	5.00	234.00
AV-H4-MT-CRNR1 (Corner mount adapter for use with H4A-MT-WALL1, H4-BO-JBOX1, H4SL...	4.00	280.80
AV-IRPTZ-MNT-WALL1 (Pendant wall arm adapter, for use with H4AMH-AD-PEND1 or H4 I...	2.00	202.80
AV-LEF5012CA (Canon, 50mm, f/1.2, Auto-Iris Recommended for 4K-7K H4PRO-B Hi...	1.00	2,598.94
BCD218-ARA-216-96T-8 (2U Rackmount 18 Bay Enterprise Video Recording Server (2) S...	0.65	12,679.42
BCD-WA-P1000 (NVIDIA Quadro P1000)	0.50	0.00
EH600TX-KIT (EH600TX-KIT : 2 x 60GHZ RADIOS 500MBPS INTERGRAL ANTENNA , 2 x MOUNT..	1.00	3,261.82

1/28/2022
11:06 AM

Applied Video Solutions, Inc.
Item Summary for Japantown CBD - SafeCity

JCBD
1765 Sutter St,
San Francisco, CA 94115

	Jan, 2022	
	Qty	Amount
EH-UPG-500-1000 (Siklu - upgrade from 500 to 1000 mbps (EH600TX))	1.00	310.83
Materials -NI (Materials)	1.00	1,000.00
MQ-BH2031 (MiniRaQ Secure Series 14U Fan Tray 12 lbs.)	1.00	243.72
MQ-MRQ301S14 (10U + 4U MiniRaQ Secure - Tall with Vented Bottom 83 lbs.)	1.00	921.70
SO-S4HZ1H101E03D (Sophos XG 115 FullGuard Plus with Enhanced Support - 36 Months)	1.00	678.91
Total Parts for AMC Theaters	43.15	44,507.80

Phase 2

Kimpton Hotel

Cameras

AV-15C-H4A-3MH-180 (3x5 MP, WDR, LightCatcher, 4mm, Camera Only)	1.00	1,403.99
AV-15C-H4A-3MH-270 (3x5 MP, WDR, LightCatcher, 2.8mm, Camera Only)	1.00	1,403.99
AV-3.0C-H4A-DP1-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 3-9...)	1.00	721.51
AV-3.0C-H4A-DP2-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 9-22...)	3.00	2,258.08

Other Equipment (incl. software, materials)

AN-HP-J9773A (HP 2530-24G-PoE+ Switch - 24 Ports - Manageable - 24 x POE+ - 4 x E...)	1.00	1,252.10
APC-SMC1000-2U (APC Smart-UPS C 1000VA LCD RM 2U 120V)	1.00	578.49
AV-1C-ACC6-ENT (ACC 6 Enterprise license for up to 1 camera channels)	2.00	522.60
AV-4C-ACC6-ENT (ACC 6 Enterprise license for up to 4 camera channels)	1.00	900.90
AV-H4-MT-CRNR1 (Corner mount adapter for use with H4A-MT-WALL1, H4-BO-JBOX1, H4SL...)	1.00	70.20
AV-H4A-MT-WALL1 (Wall mount bracket for use with H4A-DP pendant dome cameras)	4.00	187.20
AV-H4AMH-AD-PEND1 (Outdoor pendant mount adapter)	2.00	249.60
AV-H4AMH-DO-COVR1 (Dome bubble and cover, for outdoor surface mount or pendant mo...)	2.00	249.60
AV-IRPTZ-MNT-WALL1 (Pendant wall arm adapter, for use with H4AMH-AD-PEND1 or H4 I...)	2.00	202.80
BCD-SA-10TB-SAS (10 TB SAS Drive)	4.00	3,978.00
BCD-SA-WS16-UP (Windows Server 2016 Upgrade)	1.00	682.50
BCD-WA-P1000 (NVIDIA Quadro P1000)	1.00	526.50
BCD208-NRA-110-D256 (2U Rackmount 8 Bay Professional General Purpose Server Xeon ...)	1.00	5,778.50
BCD218-NRA-216-120T-10 (2U Rackmount 18 Bay Professional Video Recording Server (...)	-1.00	0.00
EH-MK-SM (EtherHaul Mounting Kit for all small ODUs & 16cm antenna, for elevation...)	2.00	254.80
Materials -NI (Materials)	1.00	787.77
MH-B100-CCS-PoE-MWB-US (MultiHaul™ BU, 90°, 500Mbps upgradable to 1800Mbps, 2 RJ-...)	1.00	1,448.72
MH-T200-CCC-PoE-MWB-US (MultiHaul™ TU, 90°, base rate 100Mbps upgradable to 1000M...)	1.00	684.30
MH-UPG-BU-500-1800 (MultiHaul BU capacity upgrade from 500 Mbps to 1800 Mbps)	1.00	177.62
MH-UPG-TU-100-1000 (MultiHaul Terminal Unit Capacity Upgrade License from 100 to ...)	1.00	133.21
MQ-BH2032 (MiniRaQ Secure Series 16U Fan Tray 14 lbs.)	1.00	259.34
MQ-MRQ301S16 (12U + 4U MiniRaQ Secure - Tall with Vented Bottom 90 lbs.)	1.00	1,070.39

1/28/2022
11:06 AM

Applied Video Solutions, Inc.
Item Summary for Japantown CBD - SafeCity

JCBD
1765 Sutter St,
San Francisco, CA 94115

	<u>Jan, 2022</u>	
	<u>Qty</u>	<u>Amount</u>
Total Parts for Kimpton Hotel	37.00	25,782.71
Phase 3		
Japan Center Mall West (11 Peace Plaza)		
Cameras		
AV-15C-H4A-3MH-180 (3x5 MP, WDR, LightCatcher, 4mm, Camera Only)	3.00	4,211.97
AV-15C-H4A-3MH-270 (3x5 MP, WDR, LightCatcher, 2.8mm, Camera Only)	2.00	2,807.98
AV-3.0C-H4A-DP1-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 3-9...	1.00	721.51
AV-3.0C-H4A-DP2-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 9-22...	8.00	6,021.55
AV-3.0C-HD-LP-B1 (Box camera, 3.0 MP, 4.7-84.6mm f/1.6 lens, with visible light b...	1.00	583.44
Other Equipment (incl. software, materials)		
AV-16C-ACC6-ENT (ACC 6 Enterprise license for up to 16 camera channels)	1.00	3,506.07
AV-1LPR-ACC6 (ACC 6 license to enable 1 lane of LPR. Additional lanes each requir...	1.00	2,495.98
AN-HP-J9773A (HP 2530-24G-PoE+ Switch - 24 Ports - Manageable - 24 x POE+ - 4 x E...	1.00	1,430.00
APC-BR700G (APC Back-UPS Pro Tower 700VA/420Watts)	1.00	168.00
AV-ES-HD-IR-IP6 (IR illuminator, PoE+, Outdoor, included lens option for 60°, 35°...	1.00	444.21
AV-ES-HD-LP-HS (Standard format enclosure with heater, sunshield and PoE passtro...	1.00	430.95
AV-ES-HD-MNT-PLATE (Reinforcing wall mount adapter for ES-HD-HWS-SM, ES-HD-HWS, E...	1.00	31.20
AV-H4-MT-CRNR1 (Corner mount adapter for use with H4A-MT-WALL1, H4-BO-JBOX1, H4SL...	2.00	140.40
AV-H4A-MT-WALL1 (Wall mount bracket for use with H4A-DP pendant dome cameras)	9.00	421.20
AV-H4AMH-AD-PEND1 (Outdoor pendant mount adapter)	5.00	624.00
AV-H4AMH-DO-COVR1 (Dome bubble and cover, for outdoor surface mount or pendant mo...	5.00	624.00
AV-IRPTZ-MNT-WALL1 (Pendant wall arm adapter, for use with H4AMH-AD-PEND1 or H4 I...	5.00	507.00
Materials -NI (Materials)	1.00	1,218.81
MH-B100-CCS-PoE-MWB-US (MultiHaul™ BU, 90°, 500Mbps upgradable to 1800Mbps, 2 RJ-...	1.00	1,448.72
MH-T200-CCC-PoE-MWB-US (MultiHaul™ TU, 90°, base rate 100Mbps upgradable to 1000M...	1.00	682.57
MH-UPG-BU-500-1800 (MultiHaul BU capacity upgrade from 500 Mbps to 1800 Mbps)	1.00	520.00
MH-UPG-TU-100-1000 (MultiHaul Terminal Unit Capacity Upgrade License from 100 to ...	1.00	150.80
PO-DLBX (DLBX SERIES RACK, DLBX)	1.00	330.23
NO-DLBXRR5 (RACKRAIL KIT,5RMU,F/DLBX)	1.00	22.09
NO-FC22151CA (FAN CNTRL, THRM CTRL (2) 15A)	1.00	245.69
Total Parts for Japan Center Mall West (11 Peace Plaza)	56.00	29,788.37
Phase 3		
Japan Center Mall East (22 Peace Plaza)		
Cameras		
AV-15C-H4A-3MH-270 (3x5 MP, WDR, LightCatcher, 2.8mm, Camera Only)	2.00	2,807.98

1/28/2022
11:06 AM

Applied Video Solutions, Inc.
Item Summary for Japantown CBD - SafeCity

JCBD
1765 Sutter St,
San Francisco, CA 94115

	Jan, 2022	
	Qty	Amount
AV-15C-H4A-4MH-180 (3x5 MP, WDR, LightCatcher, 4mm, Camera Only)	1.00	1,403.99
AV-3.0C-H4A-DP1-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 3-9...	1.00	721.51
AV-3.0C-H4A-DP2-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 9-22...	4.00	3,010.78
Other Equipment (incl. software, materials)		
AN-HP-J9773A (HP 2530-24G-PoE+ Switch - 24 Ports - Manageable - 24 x POE+ - 4 x E...	1.00	1,430.00
APC-BR700G (APC Back-UPS Pro Tower 700VA/420Watts)	1.00	168.00
AV-8C-ACC6-ENT (ACC 6 Enterprise license for up to 8 camera channels)	1.00	1,786.19
AV-H4-MT-CRNR1 (Corner mount adapter for use with H4A-MT-WALL1, H4-BO-JBOX1, H4SL...	2.00	140.40
AV-H4A-MT-WALL1 (Wall mount bracket for use with H4A-DP pendant dome cameras)	5.00	234.00
AV-H4AMH-AD-PEND1 (Outdoor pendant mount adapter)	3.00	374.40
AV-H4AMH-DO-COVR1 (Dome bubble and cover, for outdoor surface mount or pendant mo...	3.00	374.40
AV-IRPTZ-MNT-WALL1 (Pendant wall arm adapter, for use with H4AMH-AD-PEND1 or H4 I...	3.00	304.20
Materials -NI (Materials)	1.00	1,346.46
PO-DLBX (DLBX SERIES RACK, DLBX)	1.00	330.23
Total Parts for Japan Center Mall East (22 Peace Plaza)	29.00	14,432.54

Phase 3

Kinokuniya Mall

Cameras

AV-15C-H4A-3MH-180 (3x5 MP, WDR, LightCatcher, 4mm, Camera Only)	1.00	1,403.99
AV-15C-H4A-3MH-270 (3x5 MP, WDR, LightCatcher, 2.8mm, Camera Only)	3.00	4,211.97
AV-3.0C-H4A-DP1-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 3-9...	1.00	721.50
AV-3.0C-H4A-DP2-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 9-22...	5.00	3,763.47
Other Equipment (incl. software, materials)		
AN-HP-J9773A (HP 2530-24G-PoE+ Switch - 24 Ports - Manageable - 24 x POE+ - 4 x E...	1.00	1,430.00
APC-SMC1000-2U (APC Smart-UPS C 1000VA LCD RM 2U 120V)	1.00	578.49
AV-1C-ACC6-ENT (ACC 6 Enterprise license for up to 1 camera channels)	2.00	522.60
AV-8C-ACC6-ENT (ACC 6 Enterprise license for up to 8 camera channels)	1.00	1,786.19
AV-H4-MT-CRNR1 (Corner mount adapter for use with H4A-MT-WALL1, H4-BO-JBOX1, H4SL...	3.00	210.60
AV-H4A-MT-WALL1 (Wall mount bracket for use with H4A-DP pendant dome cameras)	6.00	280.80
AV-H4AMH-AD-PEND1 (Outdoor pendant mount adapter)	4.00	499.20
AV-H4AMH-DO-COVR1 (Dome bubble and cover, for outdoor surface mount or pendant mo...	4.00	499.20
AV-IRPTZ-MNT-WALL1 (Pendant wall arm adapter, for use with H4AMH-AD-PEND1 or H4 I...	4.00	405.60
BCD-WA-P1000 (NVIDIA Quadro P1000)	0.50	0.00
BCD218-ARA-216-96T-8 (2U Rackmount 18 Bay Enterprise Video Recording Server (2) S...	0.35	7,334.58
Materials -NI (Materials)	1.00	2,603.40
NO-FC22151CA (v)	3.00	737.15

1/28/2022
11:06 AM

Applied Video Solutions, Inc.
Item Summary for Japantown CBD - SafeCity

JCBD
1765 Sutter St,
San Francisco, CA 94115

	Jan, 2022	
	Qty	Amount
NO-DLBXRR5 (RACKRAIL KIT,5RMU,F/DLBX)	3.00	66.26
NV-FLXLK-XKIT (NFLEX-EXTENDER KIT; 1 FLEX-LINK1 FLEX-BASE, 60W POWER SUPPLY)	2.00	1,118.00
Total Parts for Kinokuniya Mall	45.85	28,173.00

Phase 4

1610 Laguna

Cameras

AV-15C-H4A-3MH-180 (3x5 MP, WDR, LightCatcher, 4mm, Camera Only)	1.00	1,403.99
AV-3.0C-H4A-DP2-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 9-22...)	4.00	3,010.78
AV-3.0C-HD-LP-B1 (Box camera, 3.0 MP, 4.7-84.6mm f/1.6 lens, with visible light b...)	1.00	583.44

Other Equipment (incl. software, materials)

AN-HP-J9773A (HP 2530-24G-PoE+ Switch - 24 Ports - Manageable - 24 x POE+ - 4 x E...)	1.00	1,430.00
APC-SMC1000-2U (APC Smart-UPS C 1000VA LCD RM 2U 120V)	1.00	578.49
AV-1C-ACC6-ENT (ACC 6 Enterprise license for up to 1 camera channels)	1.00	315.89
AV-1LPR-ACC6 (ACC 6 license to enable 1 lane of LPR. Additional lanes each requir...)	1.00	2,496.00
AV-4C-ACC6-ENT (ACC 6 Enterprise license for up to 4 camera channels)	1.00	1,119.25
AV-ES-HD-IR-IP6 (IR illuminator, PoE+, Outdoor, included lens option for 60°, 35°...)	1.00	444.21
AV-ES-HD-LP-HS (Standard format enclosure with heater, sunshield and PoE passthro...)	1.00	430.95
AV-ES-HD-MNT-PLATE (Reinforcing wall mount adapter for ES-HD-HWS-SM, ES-HD-HWS, E...)	1.00	31.20
AV-H4-MT-CRNR1 (Corner mount adapter for use with H4A-MT-WALL1, H4-BO-JBOX1, H4SL...)	1.00	70.20
AV-H4A-MT-WALL1 (Wall mount bracket for use with H4A-DP pendant dome cameras)	4.00	187.20
AV-H4AMH-AD-PEND1 (Outdoor pendant mount adapter)	1.00	124.80
AV-H4AMH-DO-COVR1 (Dome bubble and cover, for outdoor surface mount or pendant mo...)	1.00	124.80
AV-IRPTZ-MNT-WALL1 (Pendant wall arm adapter, for use with H4AMH-AD-PEND1 or H4 I...)	1.00	101.20
BCD104-ARA-110-32T-8 (1U Rackmount 4 Bay Enterprise Video Recording Server Silver...)	1.00	8,755.89
Materials -NI (Materials)	1.00	900.20
MH-B100-CCS-PoE-MWB-US (MultiHaul™ BU, 90°, 500Mbps upgradable to 1800Mbps, 2 RJ-...)	1.00	1,448.72
MH-T200-CCC-PoE-MWB-US (MultiHaul™ TU, 90°, base rate 100Mbps upgradable to 1000M...)	1.00	682.57
MH-UPG-BU-500-1800 (MultiHaul BU capacity upgrade from 500 Mbps to 1800 Mbps)	1.00	520.00
MH-UPG-TU-100-1000 (MultiHaul Terminal Unit Capacity Upgrade License from 100 to ...)	1.00	150.80
MQ-BH2031 (MiniRaQ Secure Series 14U Fan Tray 12 lbs.)	1.00	243.72
MQ-MRQ301S14 (10U + 4U MiniRaQ Secure - Tall with Vented Bottom 83 lbs.)	1.00	921.70

Total Parts for 1610 Laguna	30.00	26,076.00
------------------------------------	--------------	------------------

Phase 4

1728 Buchanan

Cameras

1/28/2022
11:06 AM

Applied Video Solutions, Inc.
Item Summary for Japantown CBD - SafeCity

JCBD
1765 Sutter St,
San Francisco, CA 94115

	<u>Jan, 2022</u>	
	<u>Qty</u>	<u>Amount</u>
AV-3.0C-H4A-DP2-B (3.0 Megapixel WDR, LightCatcher, Day/Night, Pendant Dome, 9-22...	5.00	3,763.47
Other Equipmen		
AN-HP-J9773A (HP 2530-24G-PoE+ Switch - 24 Ports - Manageable - 24 x POE+ - 4 x E...	1.00	1,430.00
APC-BR700G (APC Back-UPS Pro Tower 700VA/420Watts)	1.00	167.69
AV-1C-ACC6-ENT (ACC 6 Enterprise license for up to 1 camera channels)	5.00	1,195.95
AV-H4A-MT-WALL1 (Wall mount bracket for use with H4A-DP pendant dome cameras)	5.00	234.00
Materials -NI (Materials)	1.00	849.80
MH-B100-CCS-PoE-MWB-US (MultiHaul™ BU, 90°, 500Mbps upgradable to 1800Mbps, 2 RJ-...	1.00	1,448.72
MH-T200-CCC-PoE-MWB-US (MultiHaul™ TU, 90°, base rate 100Mbps upgradable to 1000M...	1.00	682.57
MH-UPG-BU-500-1800 (MultiHaul BU capacity upgrade from 500 Mbps to 1800 Mbps)	1.00	520.00
MH-UPG-TU-100-1000 (MultiHaul Terminal Unit Capacity Upgrade License from 100 to ...	1.00	150.80
PO-DLBX (DLBX SERIES RACK, DLBX)	1.00	330.20
Total Parts for 1728 Buchanan	23.00	10,773.20
 Phase 4		
Pearl Spa		
Cameras		
AV-4.0C-H5A-DO2 (4.0 MP WDR, LightCatcher, Day/Night, Outdoor Dome, 9-22mm f/1.6 ...	2.00	2,077.54
Other Equipmen		
AN-HP-JL258A (HP JL258A ARUBA 2930F 8G POE+ 2SFP+ - SWITCH - 8 PORTS)	1.00	812.00
APC-BR700G (APC Back-UPS Pro Tower 700VA/420Watts)	1.00	178.49
AV-1C-ACC7-ENT (ACC 7 Enterprise license for up to 1 camera channel)	2.00	532.23
Materials -NI (Materials)	1.00	1,064.73
MH-T200-CCC-PoE-MWB-US (MultiHaul™ TU, 90°, base rate 100Mbps upgradable to 1000M...	1.00	736.96
Total Parts for Pearl Spa	8.00	5,401.95
 Phase 5		
1790 Sutter (Supermira)		
Cameras		
AV-3.0C-H4SL-BO1-IR (3.0 MP, WDR, LightCatcher, Day/Night, Indoor/Outdoor Bullet ...	2.00	772.00
AV-4.0C-H5A-BO1-IR (4.0 MP WDR, LightCatcher, 3.3-9mm f/1.3 P-iris lens, Integrat...	1.00	959.28
Other Equipment		
APC-BR700G (APC Back-UPS Pro Tower 700VA/420Watts)	1.00	178.48
AV-1C-ACC7-STD (ACC 7 Standard license for up to 1 camera channel)	3.00	415.80
AV-H4-BO-JBOX1 (Junction box for the H4A or H4SL HD Bullet cameras.)	3.00	226.80
BCD Server (8TB) (BCD Server (8TB))	1.00	1,870.40
Materials -NI (Materials)	1.00	140.00

1/28/2022
11:06 AM

Applied Video Solutions, Inc.
Item Summary for Japantown CBD - SafeCity

JCBD
1765 Sutter St,
San Francisco, CA 94115

	<u>Jan, 2022</u>	
	<u>Qty</u>	<u>Amount</u>
NG-FS728TP (NETGEAR PROSAFE 24-PORT 10/100 SMART SWITCH WITH 4 GIGABIT PORTS AN	1.00	509.60
PO-CAT6P-500FT (Cat6 Plenum 500Ft In Blue)	1.00	179.20
SO-S4HZJ3101F01D (Sophos SG 105 rev. 3 TotalProtect 24x7, 1-year (EU/UK/US/JP pow...	1.00	643.10
TL-SRW12US (Tripp Lite 12U Wall Mount Rack Enclosure Server Cabinet, Hinged, 20.5...	1.00	799.40
Total 1790 Sutter (Supermira)	16.00	6,694.06

MEMORANDUM

TO: Supervisor Dean Preston, District 5 Supervisor

CC: San Francisco Board of Supervisors

FROM: Chris Corgas; Deputy Director, Community Economic Development, OEWD
Mimi Tam Hiraki, Project Specialist, OEWD

DATE: 7/10/2023

SUBJECT: Japantown Community Benefit District; FY 2021-2022 Annual Report

This is a memo summarizing the accomplishments of the Japantown Community Benefit District and an analysis of its financial statements (based on their audit) for the period between July 1, 2021 and June 30, 2022.

Each year the CBD is required to submit a mid-year report, an annual report, and a CPA Financial Review or Audit. Japantown CBD has complied with the submission of all these requirements. OEWD staff reviewed these financial documents to monitor and report on whether they have complied with the rules per the Property and Business Improvement District Law of 1994, California Streets and Highways Code Sections 36600 Et Seq.; San Francisco's Business and Tax Regulations Code Article 15; the Japantown CBD management contract with the City; and their Management Plan approved by the Board of Supervisors in 2017.

Also attached to this memo are the following documents:

1. Annual Reports
 - a. FY 2021-2022
2. CPA Financial Statements
 - a. FY 2021-2022
3. Draft resolution from the Office of Economic and Workforce Development



Background

The Japantown Community Benefit District (Japantown CBD) was formed to clean, beautify, and provide economic enhancements within the district. The Japantown CBD is located in one of 3 remaining Japantowns in the United States, in a neighborhood that is identified by its rich cultural heritage and history. The Japantown CBD includes both privately and publicly owned properties. The district is 7 whole and partial blocks and approximately 67 parcels in the commercial core of Japantown.

- July 25, 2017: the Board of Supervisors approved the resolution that established the Japantown Community Benefit District for 10 years (Resolution # 461-17).
- December 12, 2017: the Board of Supervisors approved the contract for the administration and management of the Japantown Community Benefit District (Resolution # 13-06).
- December 21, 2020: the Board of Supervisors approved the FY 18-19 Annual Report for the Japantown Community Benefit District (Resolution #537-20).
- November 16, 2021: the Board of Supervisors approved the FY 19-20 Annual Report for the Japantown Community Benefit District (Resolution #530-21).
- December 13, 2022: the Board of Supervisors approved the FY 20-21 Annual Report for the Japantown Community Benefit District (Resolution #537-22).

Basic Info about Japantown Community Benefit District:

Year Established	2017
Assessment Collection Period	FY 2017-2018 to FY 2026-2027 (July 1, 2017 to June 30, 2027)
Services Start and End Date	January 1, 2018 – December 31, 2027
Initial Estimated Annual Budget	\$393,750.00
FY 2021-22 Assessment Submission	\$393,750.30
Fiscal Year	July 1 – June 30
Executive Director	Grace Horikiri
Name of Nonprofit Owners’ Entity	Japantown Community Benefit District, Inc.

The current CBD website <https://www.jtowncbd.org> includes all the pertinent information about the organization and their programs, a calendar of events, their Management Plan, Mid-Year Report, Annual Report, and meeting schedules.

Summary of Program Areas

Environmental Enhancements

The Japantown CBD Management Plan calls for 31.25% of the assessment budget to be spent on Environmental Enhancements are designed to address vacancies by filling them with targeted businesses and to bring more visitors to the District area to engage in commercial and business activities.

Economic Enhancements

The Japantown CBD Management Plan calls for 48.75% of the assessment budget to be spent on Economic Enhancements. Economic Enhancements include a business liaison to work as the primary point of contact



between the CBD and the Japantown CBD business community. The liaison builds relationships businesses and connects them, as needed, to appropriate resources such as commerce experts, business associations, training programs, eligible grants, etc. in an effort to create a stronger business environment for all. Economic Enhancements also include destination marketing aimed to position Japantown as a dining, retail, and cultural destination.

Advocacy/Administration

The Japantown CBD Management Plan calls for 17.50% of the assessment budget to be used on Advocacy/Administration. The CBD is staffed by an Executive Director who 1) performs the day-to-day management of the organization, 2) works with various city departments, 3) advocates for city funds and services, 4) ensures that the organization is in compliance with their Management Plan and City contract, and 5) provide leadership through research and community education to represent the community with one clear voice.

CBD Reserve

The remaining 2.50% of annual budget is to be allocated to Reserves. Reserves are budgeted as a contingency for any payment delinquencies and/or unforeseen budget adjustments.

The Japantown CBD board has fourteen (14) members which represent property owners, merchants, community organizations, and other stakeholders. Board member seats are determined using the following guidelines: 60% of seats are set aside for District property owners, 20% of seats are set aside for non-property-owning merchants with a preference for existing small businesses operating retail, restaurant and service, and the remaining 20% of seats can be used for Community Based Organizations and stakeholders. This structure complies with Article 15 of the San Francisco Business and Tax Regulations Code. The full board meets monthly.

Summary of Accomplishments, Challenges, and Delivery of Services

FY 2021-2022

Environmental Enhancements

- Community ambassadors provide daily cleaning services from 7:00 AM to 4:00 PM on Japantown CBD's sidewalks and public spaces.
- Removed approximately 18,325 lbs of litter and trash
- Cleaned up 595 instances of biohazards
- Removed 918 instances of graffiti or stickers
- Picked up 436 needles, twice as many as FY20-21
- Picked up 315 instances of broken vehicle glass, three times as many as FY20-21
- Removed 23,759 cigarette butts
- Responded to 126 311 Requests and 17 Police/Fire/EMS requests
- Weed Abated 95 block faces
- Provided hospitality assistance 1,079 times



- Partnered with RefuseRefuseSF, Greenbird and Japanese Teaching Alumni Assoc of No. CA to hold 6 clean-up efforts

Economic Enhancements

- Provided one on one small business technical assistance in completing online grant applications and Shared Spaces permits; additionally, provided information on ADA compliance
- Continued to work with Virus Geeks Inc to bring COVID testing to the community, distributed 5000 at-home test kits, translated COVID information as needed, hand delivered COVID posters/flyers for posting, and continued to provide PPE supplies
- Premiered the Dandelion Project, a 3-month long exhibit that attracted over 15,000 attendees, in partnership with NAKED, Inc of Japan
- Participated in Fleet Week by bringing the Neighborhood Concert Series to the Peace Plaza
- Commissioned 4 Japantown artists to create murals to display inside various storefronts
- Partnered with Merchants Association and community artists to create new street lamp banners
- Created JapantownSF Mini Maps to help promote events
- Installed Holiday Lights throughout Japantown
- Partnered with OEWD and the Japantown Merchants Association to welcome the Shop & Dine 49's Holly Jolly Trolley
- Supported community events such as No. CA Cherry Blossom Festival, Children's Day, Soy and Tofu Festival, Nihomachi Street Fair and Japan Week
- Published regular e-newsletters and promoted the district through social media
- Continued to administer funds from the Heart of Jtown Resiliency Fund to provide financial assistance to small businesses who encountered damages to their property, provide additional rounds of PPE supplies, and support the costs of the Heart of Jtown Murals

Advocacy/Administration

- Participate in Chief Scott's monthly SFPD Small Business Advisory Forum
- Participated in monthly Nihonmachi Community Coalition meetings to address public safety
- Served on SFPD Northern Station Community Police Advisory Board
- Served on SF Safe City-Wide Community Police Advisory Board
- Circulated multilingual Stay Safe from Hate booklet through Keeping Japantown Connected e-newsletter
- Met with Mayor Breed with other community leaders to express concerns of Buchanan Hotel sale and potential economic impacts to the district

Japantown CBD Annual Budget Analysis

OEWD's staff reviewed the following budget related benchmarks Japantown CBD:

- **BENCHMARK 1:** Whether the variance between the budget amounts for each service category was within 10 percentage points from the budget identified in the Management Plan (*Agreement for the Administration of the "Japantown Community Benefit District," Section 3.9 – Budget*)
- **BENCHMARK 2:** Whether five and fifty-five hundredths percent (5.55%) of actuals came from sources other than assessment revenue (*CA Streets & Highways Code, Section 36650(B)(6)*);



Agreement for the Administration of the “Japantown Community Benefit District,” Section 3.4 - Annual Reports)

- **BENCHMARK 3:** Whether the variance between the budget amount and actual expenses within a fiscal year was within 10 percent (*Agreement for the Administration of the “Japantown Community Benefit District,” Section 3.9 – Budget.*
- **BENCHMARK 4:** Whether Japantown CBD is indicating the amount of any surplus or deficit revenues to be carried forward into the next fiscal year and designating the projects to be funded by any surplus revenues (*CA Streets & Highways Code, Section 36650(B)(5).*

FY 2021-2022 Budget Analysis

BENCHMARK 1: Whether the variance between the budget amounts for each service category was within 10 percentage points from the budget identified in the Management Plan

ANALYSIS: *Japantown CBD did not meet this requirement. See Table Below.*

Service Category	Management Plan Budget		FY2021-2022 Budget		Variance	
	Assessment (%)	Total (%)	Assessment (%)	Total (%)	Assessment	Total
Environmental Enhancements	\$118,062.50 (31.25%)	\$125,000.00 (31.25%)	\$177,342.00 (45.13%)	\$177,342.00 (42.94%)	+13.88%	+11.69%
Economic Enhancements	\$184,177.50 (48.75%)	\$195,000.00 (48.75%)	\$127,058.00 (32.33%)	\$147,058.00 (35.61%)	-16.42%	-13.14%
Advocacy/ Administration	\$66,115.00 (17.50%)	\$70,000.00 (17.50%)	\$78,600.00 (20.00%)	\$78,600.00 (19.03%)	+2.50%	+1.53%
CBD Reserve	\$9,445.00 (2.50%)	\$10,000.00 (2.50%)	\$10,000.00 (2.54%)	\$10,000.00 (2.42%)	+0.04%	-0.08%
TOTAL	\$377,800.00	\$400,000.00	\$393,000.00	\$413,000.00		

BENCHMARK 2: Whether five percent (5.55%) of Japantown CBD’s actuals came from sources other than assessment revenue

ANALYSIS: *Japantown CBD met this requirement. Assessment revenue was \$391,107.90 or 83.52% of actuals and non-assessment revenue was \$77,194.67 or 16.48% of actuals. See table below.*



Revenue Sources	FY 2021-2022 Actuals	% of actuals
Assessment Revenue	\$391,107.90	
Total Assessment (Special Benefit) Revenue	\$391,107.90	83.52%
Grants and Contributions	\$49,900.00	
Donations	\$27,294.67	
Total Non-Assessment (General Benefit) Revenue	\$77,194.67	16.48%
Total Assessment and Non-Assessment Revenue	\$468,302.57	100.00%

BENCHMARK 3: Whether the variance between the budget amount and actual expenses within a fiscal year was within 10 percentage points.

ANALYSIS: *Japantown CBD met this requirement. See table below.*

Service Category	FY2021-2022 Budget		FY2021-2022 Actual		Variance	
	Assessment (%)	Assessment (%)	Assessment (%)	Total (%)	Assessment	Total
Environmental Enhancements	\$177,342.00 (45.13%)	\$177,342.00 (45.13%)	\$177,342.00 (46.30%)	\$213,638.29 (34.10%)	+1.18%	-8.84%
Economic Enhancements	\$127,058.00 (32.33%)	\$127,058.00 (32.33%)	\$127,058.00 (33.17%)	\$321,329.73 (51.30%)	+0.84%	+15.69%
Advocacy/ Administration	\$78,600.00 (20.00%)	\$78,600.00 (20.00%)	\$78,600.00 (20.52%)	\$91,461.63 (14.60%)	+0.52%	-4.43%
CBD Reserve	\$10,000.00 (2.54%)	\$10,000.00 (2.54%)	\$0.00 (0.00%)	\$0.00 (0.00%)	-2.54%	-2.42%
TOTAL	\$393,000.00	\$393,000.00	\$383,000.00	\$626,429.65		

BENCHMARK 4: Whether Japantown CBD is indicating the amount of any surplus or deficit revenues to be carried forward into the next fiscal year and designating the projects to be funded by any surplus revenues

ANALYSIS: *Japantown CBD met this requirement. Please note: There is a period between when the City collects assessment payment and when the City disburses the funds to the CBD. As a result, a CBD typically has a fund balance at the end of the fiscal year that is equal to about 6 months of their annual budget. See table below.*



FY21-22 Carryforward	Dollar Amount	Spenddown Timeline
Special Assessment Project		
Environmental Enhancements	\$150,278.81	2 years
Economic Enhancements	\$187,774.18	2 years
Advocacy/Administration	\$85,499.69	1 year
CBD Reserve	\$40,000.00	
Special Assessment Total	\$463,552.68	
General Benefit Project		
Heart of Jtown Resiliency Fund	\$40,221.96	2 years
SafeCity	\$78,852.92	1 year
Non Assessment Revenues	\$104,500.53	2 years
General Benefit Total	\$223,575.41	
Grand Total Carryforward	\$687,128.09	

Findings and Recommendations

The Japantown CBD has met 3 out of 4 benchmarks as defined on pages 4-5 of this memo. The CBD continues to perform well in obtaining non-assessment dollars which allow it to perform above its initial anticipated capacity. The Japantown CBD overbudgeted their assessment amount for Environmental Enhancements at the expense of Economic Enhancements by over 13 variance percentage points. OEWD does not believe this overbudgeting materially impacted the special benefit allocation of the CBD as those services are delivered to all parcels. OEWD still recommends Japantown CBD brings their special assessment budgeting back in line with their management plan. Should this be a persistent problem, the CBD should request OEWD assist them with the management plan amendment process.

Throughout FY 21-22, the Japantown CBD was focused on providing its core service offerings and helping both small businesses and community-at-large recover following the Covid-19 pandemic. The Japantown CBD partnered with both local and international artists, performers, and organizations to engage visitors through arts and culture as part of Japantown's economic recovery. A few examples of this include:

- Participated in the Fleet Week Neighborhood Concert Series and welcomed the Navy Southwest FUNK Band to the Peace Plaza.
- Partnered with NAKED, Inc. of Japan to bring the Dandelion Project, an interactive art exhibit, from December, 3, 2022 to January 21, 2022. Over 15,000 came to experience Ryotaro Muramatsu's exhibit that instantly sent participants' names to other Dandelion exhibits in Osaka, Tokyo, Kyoto, Singapore, and South Korea.
- Created visitor friendly JapantownSF Mini Maps that also helped promote events.



- Worked with 4 Japantown community artists to create new street lamp banners that identifies the district.

The Japantown CBD continued to be an important resource for both small businesses and the community by providing key small business assistance, administering the Heart of Jtown Resiliency Fund, addressing neighborhood Covid-19 needs, and by being a trusted source of information within the community.

The Japantown CBD participates in the Connected 311 Program, also known as Integrated 311. In FY 21-22 they were able to respond to a total of 54 unique tickets or 35.53% of all generated within the reporting period. These numbers are skewed by the CBD's late adaption of the program in FY 21-22 and a month of no data being provided (March 2022). There is not enough data to draw any meaningful conclusions. OEWD will continue to evaluate this throughout FY 22-23 and report back during that annual report cycle.

The Japantown CBD does have surveillance technology and is in compliance with OEWD's memo regarding CBDs and surveillance technology. OEWD received no reports that the organization violated either the Brown Act or the California Public Records Act within the reporting period. Similarly, OEWD did not receive any reports or complaints from members of the public regarding the CBD's service plan implementation.

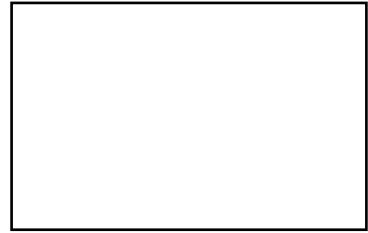
Conclusion

Japantown CBD has performed well in implementing the service plan. The CBD continues to do a good job of integrating itself into the Japantown community and has forged critical partnerships with established neighborhood organizations and nonprofits. The Japantown CBD's leadership in the community during the pandemic was instrumental to assisting City and County of San Francisco outreach and testing efforts. The CBD is a well-run organization with active board and committee members and OEWD believes it is well positioned to continue successfully carry out its mission as a community benefit district.



Introduction Form

(by a Member of the Board of Supervisors or the Mayor)



I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee (Ordinance, Resolution, Motion or Charter Amendment)
- 2. Request for next printed agenda (For Adoption Without Committee Reference)
(Routine, non-controversial and/or commendatory matters only)
- 3. Request for Hearing on a subject matter at Committee
- 4. Request for Letter beginning with "Supervisor inquires..."
- 5. City Attorney Request
- 6. Call File No. from Committee.
- 7. Budget and Legislative Analyst Request (attached written Motion)
- 8. Substitute Legislation File No.
- 9. Reactivate File No.
- 10. Topic submitted for Mayoral Appearance before the Board on

The proposed legislation should be forwarded to the following (please check all appropriate boxes):

- Small Business Commission Youth Commission Ethics Commission
- Planning Commission Building Inspection Commission Human Resources Department

General Plan Referral sent to the Planning Department (proposed legislation subject to Charter 4.105 & Admin 2A.53):

- Yes No

(Note: For Imperative Agenda items (a Resolution not on the printed agenda), use the Imperative Agenda Form.)

Sponsor(s):

Subject:

Long Title or text listed:

Signature of Sponsoring Supervisor: