



• LOWER POLK •

COMMUNITY BENEFIT DISTRICT

2017/18

ANNUAL REPORT



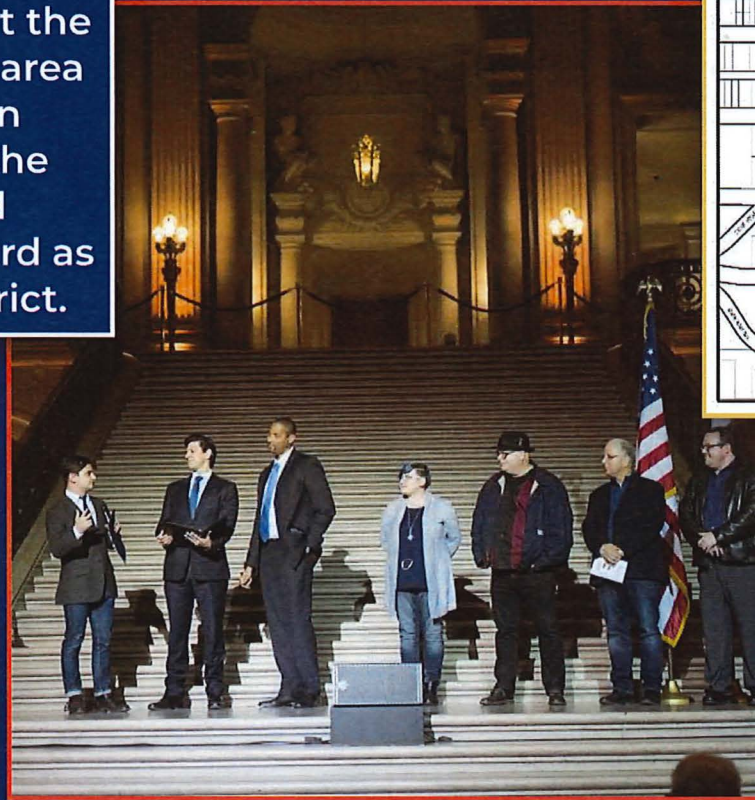
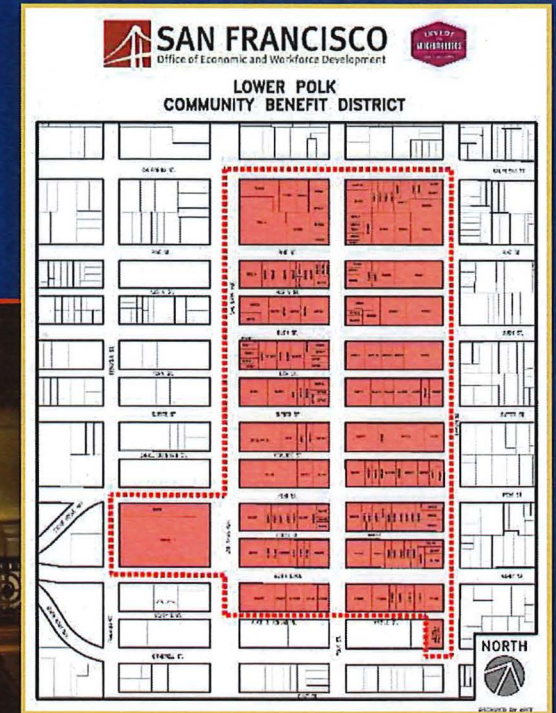
TABLE OF CONTENTS

- ➔ Introduction
- ➔ Financials
- ➔ Board
- ➔ Supporters

- ➔ Diversity
- ➔ Beauty
- ➔ Vibrancy
- ➔ Safety

WORKING TOGETHER

The LPCBD is an award-winning Community Benefit District that began operations in January 2016. Our organization is a 501(c)3 nonprofit that brings public and private stakeholders together to improve the lives of all people who live in, work in, and visit the Lower Polk community, a 22-block area along the Polk Street Corridor. In January 2018, we were awarded the prestigious 2018 Neighborhood Empowerment Network (NEN) Award as The Best Community Benefit District.



A SHARED VISION

Working together with our community, local stakeholders, and the City, our shared vision is to support the quality of life for all people in the Lower Polk.



We Support

**A Diverse
Lower Polk**

 More

**A Beautiful
Lower Polk**

 More

**A Vibrant
Lower Polk**

 More

**A Safe and
Clean Lower
Polk**

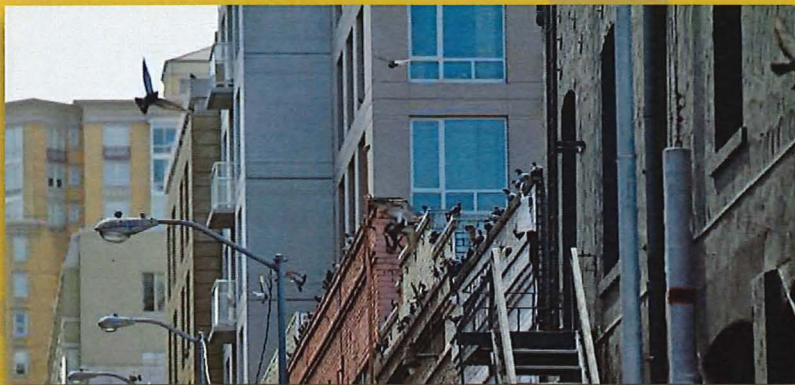
 More

A DIVERSE LOWER POLK

"Thanks for all that you are doing to improve the neighborhood!"

Sheryl, The Natural Mattress Store

The Lower Polk Tenant Landlord Clinic



The Lower Polk Tenant Landlord Clinic (TLC) is a unique interdisciplinary program designed to help prevent homelessness by keeping people housed in their current places of abode. We wish to thank Supervisor Aaron Peskin for helping to make this possible.

 Visit

Community Outreach Tent at Sgt. Macaulay Park

We operate a community resource tent seven days per week. This tent, which is located on Larkin Street, near Geary, is staffed with our community outreach workers and provides constantly updated information and referrals to people who need help of any kind.



 Visit

A BEAUTIFUL LOWER POLK

Hemlock Mural

Working closely with six local artists, our community-designed a huge mural in Hemlock Alley. This mural is one of the largest murals in San Francisco and is intended to showcase the diversity of our vibrant City.



[See](#)

Streetscape Improvements

Our local community has come together over the last several years to plan and implement a Streetscape Improvement Project for the entire Polk Street Corridor. We are honored to have been an active and vocal part of that community-led process. This Improvement Project was well underway in 2017/2018 and when complete, will feature designated bike lanes, improved alleyways, and pedestrian safety improvements.



[See](#)

Austin Alley Improvements

We are proud to have donated \$50,000 towards the Austin Alley improvement project. When complete, Austin Alley will contain cafe-style seating, a pedestrian walkway, and additional trees, among additional improvements.



[See \(pdf\)](#)

Fern Alley Improvements

The generosity of our donors has allowed us to donate \$50,000 towards improving Fern Alley. The entire alleyway has been redesigned to be both beautiful and pedestrian friendly.



[See](#)

A VIBRANT LOWER POLK!



Our community is unique: the vast majority of our local businesses are locally owned and operated. Together, we work hard against displacement, and we work to support success among our local business people.

Art Walk

The First Thursday Art Walk // Lower Polk Art Walk // Tenderloin Art Walk is a community led monthly event hosted by the Gallery Owners in the Lower Polk // Tenderloin neighborhoods of San Francisco and the Lower Polk Community Benefit District. The Art Walk is every first Thursday of the month from 6:00 pm to 10:00 pm. Each gallery hosts a unique selection of art spanning multiple mediums and styles.

See

Construction Mitigation

Working together with San Francisco's Office of Economic and Workforce Development, and the assistance of local company Civic Edge, we created a detailed brochure that highlights the activities and merchants here in the Lower Polk. In addition, this support allowed us to place street banners along the Lower Polk Corridor.

Download (pdf)

Wine Walk

The Lower Polk Community Benefit District, along with others, sponsors local Wine Walks. These tasting events include merchants offering wine samples inside their stores throughout Polk Street.

See

Blues Festival

During the Fiscal Year, and with the support of the neighborhood, we were instrumental in bringing the Polk Street Blues Festival back to Polk Street.

See

OPEN FOR BUSINESS

From our rich history to our vibrant present, we invite you to visit Lower Polk. Bold murals decorate our alleyways,



A SAFE LOWER POLK

"We're keeping the community clean the best we can."

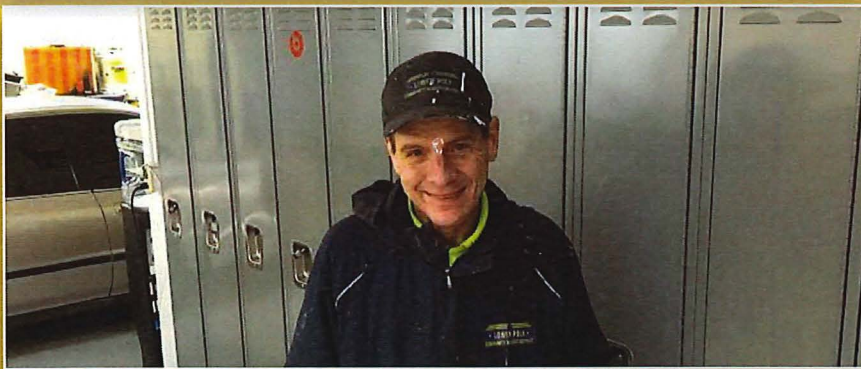
Jim J. - Graffiti Removal Expert.

"Thank you for all the work that you've done so far. I'm grateful daily for the street cleaning that helps make our neighborhood more inviting when often feces and trash blowing in the wind were a normal greeting at my business door!"

Erik, The Blue Buddha

Keeping it clean.

In a typical month, our Ambassadors pick up literally thousands of pounds of trash and hundreds of needles. But perhaps more importantly, our Ambassador program offers job training and employment for people facing hardship.



Keeping it safe.

Our Department of Public works awarded the community a generous grant for a full time monitor for the J.C. Decaux public toilet at Sgt. Macaulay Park. This grant allows for that public toilet to be among a very few that are monitored for safety and cleanliness. We wish to thank Supervisor Aaron Peskin for helping to make this possible.



FINANCIAL STATEMENT

Balance Sheet P/Y flux

Lower Polk CBD
As of June 30, 2018

	JUN 30, 2018	JUN 30, 2017	INCR. / (DECR.)	% CHANGE
Assets				
Current Assets				
Cash and Cash Equivalents				
1001 Chase MM -3551	301,502.25	1,101,087.49	(799,585.24)	(72.62)
1010 Chase checking -3667	133,837.05	160,831.19	(26,994.14)	(16.78)
1011 Chase checking -5651	5,100.00	100.00	5,000.00	5,000.00
1020 Chase checking -6113 (MP)	5,000.00	3,603.82	1,396.18	38.74
Total Cash and Cash Equivalents	445,439.30	1,265,622.50	(820,183.20)	(64.80)
1098 Petty cash	-	16.00	(16.00)	(100.00)
1118 Assessment receivable FY18	22,067.36	-	22,067.36	-
1170 Grants receivable	-	21,070.00	(21,070.00)	(100.00)
1201 Accounts Receivable	230,848.27	-	230,848.27	-
1210 Pledges & grants receivable (MP)	9,357.00	(347.00)	9,704.00	(2,795.54)
1400 Prepaid deposits & Rent	18,457.00	18,913.00	(456.00)	(2.41)
1406 Prepaid Insurance	54,080.25	-	54,080.25	-
1117 Assessment receivable FY17	-	9.00	(9.00)	(100.00)
Total Current Assets	780,249.18	1,305,283.50	(525,034.32)	(40.22)
Fixed Assets				
1510 Computers and office equipment	19,369.99	15,900.00	3,469.99	21.82
1520 Furniture and Fixtures	5,136.45	-	5,136.45	-
1530 Machinery and Equipment	69,984.14	-	69,984.14	-
1580 Vehicles	50,000.00	-	50,000.00	-
1550 Leasehold Improvements	366,704.12	98,211.00	268,493.12	273.38
1610 Accum Depr computer equipment	(9,106.99)	(5,285.00)	(3,821.99)	72.32
1620 Accum Depr furniture & fixtures	(585.75)	-	(585.75)	-
1630 Accum Depr machinery & equipment	(12,262.04)	-	(12,262.04)	-
1680 Accum Depr vehicles	(10,000.00)	-	(10,000.00)	-
1650 Accum Depr LHI	(46,174.92)	-	(46,174.92)	-
1810 Intangible Asset - Website	3,460.00	13,366.02	(9,906.02)	(74.11)
1820 Accum Amortization Website	(564.70)	(2,465.02)	1,900.32	(77.09)
1811 Intangible Asset - 311 App / Danayo	34,200.00	-	34,200.00	-
1821 Accum Amortization 311 App / Banayo	(1,496.92)	-	(1,496.92)	-
Total Fixed Assets	468,663.38	119,727.00	348,936.38	291.44
Total Assets	1,248,912.56	1,425,010.50	(176,097.94)	(12.36)

Balance Sheet P/Y flux

	JUN 30, 2018	JUN 30, 2017	INCR. / (DECR.)	% CHANGE
Liabilities and Equity				
Liabilities				
Current Liabilities				
2010 Accounts Payable	115,111.85	97,451.12	17,660.73	18.12
2130 Accrued PTO & vacation	17,338.85	8,113.00	9,225.85	113.72
2101 Accrued Liabilities	30,552.23	970.53	29,581.70	3,047.99
2993 Uncleared checks	-	11,738.54	(11,738.54)	(100.00)
2080 Fiscal Agent Liability	16,072.93	-	16,072.93	-
2220 Unearned Grant Revenue	280.71	-	280.71	-
2106 Insurance Payable	4,217.00	-	4,217.00	-
2050 Chase credit card - 3486	5,335.84	3,560.31	1,775.53	49.87
Total Current Liabilities	188,909.41	121,833.50	67,075.91	55.06
Total Liabilities	188,909.41	121,833.50	67,075.91	55.06
Equity				
3000 Retained Earnings	-	(584,612.00)	584,612.00	(100.00)
3100 Unrestricted net assets	1,044,416.24	1,866,734.00	(822,317.76)	(44.05)
3200 Temporarily restricted net assets	258,760.76	21,055.00	237,705.76	1,128.98
Current Year Earnings	(243,173.85)	-	(243,173.85)	-
Total Equity	1,060,003.15	1,303,177.00	(243,173.85)	(18.66)
Total Liabilities and Equity	1,248,912.56	1,425,010.50	(176,097.94)	(12.36)

Board of Directors



Al Casciato, President of the Board - Senior VP of Business Development, Bovis Foods

Board President Al Casciato is the Senior VP of Business Development for Bovis Foods representing Spinnerrie Restaurant and property ownership on the CBD. Al is a Retired SFPD Captain who once commanded the Northern Station. He is a San Francisco native who attended and graduated from Sacred Heart HS, CCSF and San Francisco State with a degree in Urban Studies. He is very focused on addressing issues involving the mentally ill and homeless members of our community.

Mike Petricca, Vice-President of the Board - Vice President of Campus Safety, Academy of Art University

Mr. Petricca worked as the Chief of Police in Webster City, Iowa from 1987 to 1996. He was the department head of an innovative Police Department with 15 sworn and 6 civilian employees. As Chief of Police, he coordinated the state-wide narcotics task force and implemented crime-prevention strategies locally. Mr. Petricca was also Chief of Police in Sac City, Iowa from 1984 to 1987. Mr. Petricca received his Master of Science degree in Criminal Justice Administration from Central Missouri State University in 1986. He also taught as an Adjunct Professor at Iowa Central Community College and Buena Vista College.

Raul Avila, Treasurer - PTC Chair, Redding Elementary

Raul began a career in Broadcast advertising for the Latin market at Mendoza, Dillon & Associates in 1990 in Los Angeles, California. He was recruited in 1999 by the prestigious Goodby, Silverstein & Partners of San Francisco, California, where he worked on clients such as Got Milk, eTrade, and Budweiser. With the birth of his daughter, Elie, in 2006, Raul decided to become a full-time stay-at-home dad. Since then, he's raised two more beautiful children, Ine and Emil, who are also students at Redding Elementary. Raul has served at Redding as PTC chair for the past 6 years and has lived in the neighborhood since 2000.

Christopher Schulman, Board Member - General Manager, Grassroots

Mr. Schulman has lived in the Lower Polk neighborhood for the past 14 years. He has been involved in neighborhood associations for the past 11 years, including being on the board of the Lower Polk neighbors for much of those 11 years, steering committee for the Lower Polk Community Benefit District and now the Board President.

Lindsey Fisher, Board Member - Vice President, Pacific Eagle

Lindsey Fisher is a Bay Area native and a long-time resident of San Francisco. She serves as Vice President of Development at Pacific Eagle where she oversees the company's development projects, sales, marketing, community outreach and public relations efforts. She is primarily focused on residential projects on the West Coast including San Francisco, Los Angeles and Seattle.

Ms. Fisher has a well-rounded background in real estate which includes development, asset and property management, construction, sales and marketing. She is very interested in collaborative projects between public and private entities in emerging neighborhoods. She has a passion for neighborhood and community involvement and a firm understanding of the participation needed to achieve great things in a vibrant urban environment like Lower Polk.

Vahram Massehian, Board Member - Senior Project Manager, CPMC

Vahram serves as senior project manager for enterprise development at California Pacific Medical Center (CPMC). He's also CPMC's compliance officer to ensure adherence to its development agreement with the City of San Francisco. Prior to CPMC, Vahram worked for the University of California San Francisco on the Mission Bay development and is an alum of the San Francisco Planning Department. Vahram has lived in San Francisco since 2002, where he is raising his daughter.

Tammy Gustin, Board Member - Founder, Sips N Sews

Tammy has a long background in the tech industry. During this time, she turned to sewing as a stress reliever. She eventually left tech to found Sips N Sews, with a mission to provide the sewists of San Francisco and the Bay Area a place to develop and exercise their creativity in sewing. Her goal is to create a community that puts sewing skills back on the list of life experiences.

Community Partners and Supporters



Lower Polk Neighbors

Middle Polk Neighbors

Polk District Merchants Association

La Voz Latina

Supervisor Peskin

Supervisor Kim

Office of the Mayor

Department of Public Works

San Francisco MTA

The Bar Association of San Francisco

The Mayor's Office of Housing and Community Development

Discover Polk Community Benefit District

San Francisco Apartment Owners' Association

Sutter Health / CPMC



1170 Sutter Street
San Francisco, California 94109
415-775-1180
lowerpolkcbd.org

Financial Reporting

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

SA 74 - Lower Polk Service Category/Budget Line	Management Plan Budget	General Benefit Dollars	Management Plan Assessment Budget	% of Budget	% Assessment Budget	FY 2017-2018						
						FY 2017-18 Budget	General Benefit Dollars	FY 2017-18 Assessment Budget	% of Assessment Budget	% of Budget	Variance Assessment Budget	Variance Total Budget
SA 74 - Lower Polk CBD - Cleaning, Maintenance, and Safety	\$ 478,675.00	\$ 26,566.46	\$ 452,108.54	56.58%	56.58%	\$ 637,075.00	\$ 146,232.00	\$ 490,843.00	58.49%	58.49%	1.92%	1.92%
SA 74 - Lower Polk CBD - Marketing, Streetscape Improvements, and Beautification	\$ 95,700.00	\$ 5,311.35	\$ 90,388.65	11.31%	11.31%	\$ 118,212.00	\$ 27,134.00	\$ 91,078.00	10.85%	10.85%	-0.46%	-0.46%
SA 74 - Lower Polk CBD - Management and Operations	\$ 240,900.00	\$ 13,369.95	\$ 227,530.05	28.47%	28.47%	\$ 296,347.00	\$ 68,023.00	\$ 228,324.00	27.21%	27.21%	-1.26%	-1.26%
SA 74 - Lower Polk CBD - Contingency and Reserve	\$ 30,774.54	\$ 1,707.99	\$ 29,066.55	3.64%	3.64%	\$ 37,514.00	\$ 8,611.00	\$ 28,903.00	3.44%	3.44%	-0.19%	-0.19%
0	\$ -	\$ -	\$ -	0.00%	0.00%	\$ -	\$ -	\$ -	0.00%	0.00%	0.00%	0.00%
0	\$ -	\$ -	\$ -	0.00%	0.00%	\$ -	\$ -	\$ -	0.00%	0.00%	0.00%	0.00%
0	\$ -	\$ -	\$ -	0.00%	0.00%	\$ -	\$ -	\$ -	0.00%	0.00%	0.00%	0.00%
TOTAL	\$ 846,049.54	\$ 46,955.75	\$ 799,093.79	100.00%	100.00%	\$ 1,089,148.00	\$ 250,000.00	\$ 839,148.00	100.00%	100.00%		

BENCHMARK 2: General Benefit Requirement

5.55%

Revenue Sources	FY 2017-2018 Actuals	% of actuals	Source
Assessment Revenue	\$ 874,238.98		
Total Assessment (Special Benefit) Revenue	\$ 874,238.96	77.04%	
Contributions and Sponsorships	\$ 1,500.00	0.13%	SE Farmer's Box
Grants	\$ 258,198.68	22.75%	Various
Donations	\$ -	0.00%	
Interest Earned	\$ 752.76	0.07%	Chase
Earned Revenue	\$ -	0.00%	
Other	\$ 136.00	0.01%	Fiscal Agent Revenue
Total Non-Assessment (General Benefit) Revenue	\$ 260,587.42	22.96%	
Total	\$ 1,134,826.38	100.00%	

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

SA 74 - Lower Polk Service Category/Budget Line	FY 2017-18 Budget	Amount from Assessment	Amount from General Benefit	% of Budget (Assessment)	% Budget (Total Budget)	FY 2017-18						
						Actuals	Amount from Assessment	Amount from General Benefit	% of Actuals (Assessment)	% of Actuals (Total Budget)	Variance (Assessment)	Variance (Total Budget)
SA 74 - Lower Polk CBD - Cleaning, Maintenance, and Safety Program	\$ 637,075.00	\$ 490,843.00	\$ 146,232.00	58.49%	58.49%	\$ 736,744.00	\$ 511,368.00	\$ 225,376.00	58.49%	51.71%	0.00%	-6.78%
SA 74 - Lower Polk CBD - Marketing, Streetscape Improvements, and Beautification	\$ 118,212.00	\$ 91,078.00	\$ 27,134.00	10.85%	10.85%	\$ 377,704.00	\$ 94,887.00	\$ 282,817.00	10.85%	26.51%	0.00%	15.66%
SA 74 - Lower Polk CBD - Management and Operations	\$ 296,347.00	\$ 228,324.00	\$ 68,023.00	27.21%	27.21%	\$ 264,605.00	\$ 237,872.00	\$ 26,733.00	27.21%	18.57%	0.00%	-8.64%
SA 74 - Lower Polk CBD - Contingency and Reserve	\$ 37,514.00	\$ 28,903.00	\$ 8,611.00	3.44%	3.44%	\$ 45,729.00	\$ 30,112.00	\$ 15,617.00	3.44%	3.21%	0.00%	-0.23%
TOTAL	\$ 1,089,148.00	\$ 839,148.00	\$ 250,000.00	100.00%	100.00%	\$ 1,424,782.00	\$ 874,239.00	\$ 550,543.00	100.00%	100.00%		

BENCHMARK 4: Whether CBD is indicating the amount of funds to be carried forward into the next fiscal year and designating projects to be spent in current fiscal year

FY 2017-2018 Carryover Disbursement	\$ 445,439.00	Spenddown Timeline
General Benefit Project		
General Benefit Project 1	\$ 16,949.00	3-6 Months
General Benefit Project 2	\$ 24,069.00	3-6 Months
General Benefit Project 3	\$ 16,862.00	3-6 Months
General Benefit Project 4	\$ 2,914.00	3-6 Months
	\$ -	
	\$ -	
	\$ -	
General Project Total	\$ 90,794.00	
Special Assessment Project		
SA 74 - Lower Polk CBD - Cleaning, Maintenance, and Safety Program	\$ 204,518.00	3-6 Months
SA 74 - Lower Polk CBD - Marketing, Streetscape Improvements, and Beautification	\$ 37,949.00	3-6 Months
SA 74 - Lower Polk CBD - Management and Operations	\$ 95,135.00	3-6 Months
SA 74 - Lower Polk CBD - Contingency and Reserve	\$ 12,043.00	3-6 Months
0	\$ -	
0	\$ -	
0	\$ -	
Special Project Total	\$ 349,645.00	
Total Designated Amount for FY 2017-18	\$ 440,439.00	