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Dear Green Benefit District,

On January 26, 2021, the San Francisco Board of Supervisors adopted File #: 201371, a "Resolution urging the Office of Workforce and Economic Development (OWED) and Public Works to adopt a policy that Community Benefit Districts, Business Improvement Districts and Green Benefit Districts shall disclose all sources and amounts of private contributions on an annual basis over \$1,000.00, cease accepting anonymous contributions, and disclose their use of surveillance technology to the Board of Supervisors at a public hearing.

The intention of Resolution #027-21 is not to prevent GBDs from acquiring or using surveillance technology or receiving private contributions; rather, its purpose is to ensure that all GBDs have policies in place that promote transparency, accountability, and good government.

Since your GBD operates on a fiscal year, this information will be required as part of your annual report process for FY 2020-21 and each subsequent year.

Specifically, the resolution calls for Public Works to add the following reporting requirements on the GBD:

1. Reporting of all private contributions over \$1,000.00 within the past reporting period (FY).
 - a. Reporting shall include:
 - i. Donor Name
 - ii. Contact Name if donor or organization list
 - iii. Amount
 - iv. If for a restricted source, what was the purpose
 - b. No source can be considered anonymous for the purposes of this reporting.
2. Reporting on the use, purpose of, and any conditions/restrictions on the use of surveillance technology
 - a. Surveillance technology is defined as: video and audio monitoring and/or recording technology.
 - b. If you currently do not, have a surveillance technology system in place these technologies and policies would have to be approved as part of the annual reporting process prior to implementation.

If you currently or in plans to utilize surveillance technology then, by no later than 5 PM on April 30, 2021, you must provide Public Works with a surveillance technology report which must include the following:

1. A list of the Surveillance Technology 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 Surveillance Technology, and
4. Any policies, internal or otherwise, that these entities adhere to.

Furthermore, if you currently use these technologies this information should be included in each annual report submitted to the City by the GBD beginning for the reporting period of FY 2020-21.

If you do not utilize surveillance technology than please state so and include that disclaimer in each annual report beginning with FY 2020-21.

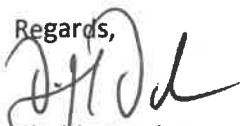
As stipulated per the resolution, a copy of the resolution is included in this transmittal.

Public Works will work with each GBD to ensure the new reporting requirements minimizes administrative burdens on each organization.

Attached you will find a copy of the final resolution and an SF Public Works memo on the matter.

Thank you.

Regards,

A handwritten signature in black ink, appearing to read "DiJaida Durden", written over the printed name.

DiJaida Durden
Deputy Director, Operations
San Francisco Public Works