

Committee Item No. 2
Board Item No. 19

AGENDA PACKET CONTENTS LIST

Date: April 21, 2022
Date: May 3, 2022

<input type="checkbox"/>	<input type="checkbox"/>	Motion
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Resolution – VERSION 2
<input type="checkbox"/>	<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	<input type="checkbox"/>	Legislative Digest
<input type="checkbox"/>	<input type="checkbox"/>	Budget and Legislative Analyst Report
<input type="checkbox"/>	<input type="checkbox"/>	Youth Commission Report
<input type="checkbox"/>	<input type="checkbox"/>	Introduction Form
<input type="checkbox"/>	<input type="checkbox"/>	Department/Agency Cover Letter and/or Report
<input type="checkbox"/>	<input type="checkbox"/>	MOU
<input type="checkbox"/>	<input type="checkbox"/>	Grant Information Form
<input type="checkbox"/>	<input type="checkbox"/>	Grant Budget
<input type="checkbox"/>	<input type="checkbox"/>	Subcontract Budget
<input type="checkbox"/>	<input type="checkbox"/>	Contract/Agreement
<input type="checkbox"/>	<input type="checkbox"/>	Form 126 – Ethics Commission
<input type="checkbox"/>	<input type="checkbox"/>	Award Letter
<input type="checkbox"/>	<input type="checkbox"/>	Application
<input type="checkbox"/>	<input type="checkbox"/>	Public Correspondence

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>GBD Presentation – April 21, 2022</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>GBD Management Plan – February 18, 2022</u>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<u>Certification Letter of Amended Services – January 24, 2022</u>
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

Date: April 14, 2022
Date: April 29, 2022
Date: _____

1 [Resolution of Intention to Amend Management Plan - Dogpatch & Northwest Potrero Hill
2 Green Benefit District]

3 **Resolution of intention to modify the management district plan for the Dogpatch &**
4 **Northwest Potrero Hill Green Benefit District, to combine capital and maintenance**
5 **budget categories so that the District will have greater flexibility to allocate; finding**
6 **that the proposed modifications will not result in a new or increased assessment; and**
7 **ordering and setting a time and place for a public hearing of the Board of Supervisors,**
8 **sitting as a Committee of the Whole, on June 7, 2022, at 3:00 p.m., and to provide**
9 **public notice thereof.**

10
11 WHEREAS, Pursuant to the Property and Business Improvement Law of 1994,
12 California Streets and Highways Code, Sections 36600, et seq. ("1994 Act"), as augmented
13 by Article 15A of the San Francisco Business and Tax Regulations Code ("Article 15A"), the
14 Board of Supervisors adopted Resolution No. 198-15 (File No. 150535) to approve a
15 management district plan ("the Management Plan") and engineer's report ("the Engineer's
16 Report") for the Dogpatch & Northwest Potrero Hill Green Benefit District ("the GBD"); and

17 WHEREAS, The Board of Supervisors subsequently adopted Resolution No. 301-15
18 (File No. 150795) to levy a multi-year assessment on identified parcels as set forth in the
19 Management Plan and to establish the GBD for a 10-year term ending June 30, 2025, and
20 then adopted Resolution No. 476-15 (File No. 151189) to approve an agreement with a non-
21 profit owners' association ("the Owners' Association") for the administration and management
22 of the GBD; and

1 WHEREAS, Pursuant to the above authorities and resolutions, assessments levied on
2 the parcels in the GBD may be used to fund improvements and activities only as set forth in
3 the Management Plan; and

4 WHEREAS, The Management Plan requires the Owners' Association to use the
5 assessments to fund four categories of improvements and activities: 1) Maintenance, 2)
6 Capital Improvements, 3) Accountability, Transparency, & Citizen Services, and 4) Operations
7 & Contingency Reserves. "Maintenance" comprises approximately 31% of the GBD budget
8 and includes maintenance care for new and existing street trees, the maintenance and repair
9 of irrigation systems, graffiti abatement, patrol officers to patrol graffiti hotspots, responses to
10 requests for the removal of trash and debris, pruning of shrubs, and weed removal and
11 fertilization. "Capital Improvements" comprises approximately 32% of the GBD budget and
12 includes improvements to existing public realm areas, such as providing new playground
13 equipment, new trash and recycling receptacles, new park benches, and new irrigation
14 systems; the development of new public realm areas, such as new parks, parklets, and
15 plazas, planting new trees and related bulb-outs, installing street furniture, and constructing
16 traffic-calming round-about, green spaces, at wide street intersections; and developing green
17 infrastructure, such as providing new recycled water collection and distribution systems, new
18 storm water capture systems, new rainwater/storm water cisterns, and the installation of
19 energy generation and distribution systems; and

20 WHEREAS, the Management Plan allows the Owners' Association to redeploy funds
21 between the above spending categories, so long as the redeployment does not exceed a 10%
22 charge of the GBD's total budget for that fiscal year; and

23 WHEREAS, The Owners' Association has requested the City modify the Management
24 Plan to let it combine the Maintenance and Capital Improvement budget categories, so that it
25 has greater flexibility to allocate funds between Capital Improvement and Maintenance budget

1 categories notwithstanding the 10% limit that otherwise applies, on the basis that funds could
2 be better spent on enhanced Maintenance rather than on further Capital Improvements, as
3 described in the proposed Amended Management Plan (dated February 18, 2022) which is on
4 file with the Clerk of the Board of Supervisors and is incorporated herein by reference; and

5 WHEREAS, The Owners' Association has also provided a Certification dated
6 January 24, 2022 from the registered Engineer who prepared the original Engineer's Report,
7 finding that the proposal does not impose a new or increased assessment and does not affect
8 the conclusion in the Engineer's Report that the assessments are in proportion to the special
9 benefits received by each of the assessed parcels . A copy of the Certification is on file with
10 the Clerk of the Board of Supervisors and is incorporated herein by reference; and

11 WHEREAS, Under Section 36636 of the 1994 Act, the Board of Supervisors may
12 modify the Management Plan to update the improvements and activities that will be funded
13 from the assessments, upon written request of the Owners' Association and after providing
14 notice as required by law; now, therefore, be it

15 RESOLVED, That the Board of Supervisors declares as follows:

16 Section 1. Pursuant to Section 36636 of the 1994 Act, the Board of Supervisors
17 declares its intention to approve the Certification letter and to approve the Amended
18 Management Plan, so that the Owners' Association can combine the Maintenance and Capital
19 Improvement budget categories and receive greater flexibility to allocate funds between those
20 categories, as stated in the Amended Management Plan. The proposed modifications do not
21 alter the approved boundary maps for the district, do not result in any new or increased
22 assessments on any parcels in the GBD, and do not materially change the special benefits
23 that the GBD provides to the assessed parcels. Reference may be made to the detailed
24 maps and list of parcels identified by Assessor Parcel Number that are contained in the
25 Amended Management Plan, in order to determine which specific parcels are in the GBD.

1 Section 2. Within the area encompassed by the GBD, the City currently provides
2 services at the same level provided to other similar areas of the City. It is the intent of the
3 Board of Supervisors to continue to provide the area encompassed by the GBD with the same
4 level of services provided to these other similar areas of the City. The proposed modification
5 of the Management Plan will not affect this policy.

6 Section 3. The Clerk of the Board shall make the Amended Management Plan and
7 Certification letter and other documents related to this Resolution and included in the record
8 before the Board of Supervisors available to the public for review during normal business
9 hours, Monday through Friday 8:00 a.m. through 5:00 p.m., excluding legal holidays.

10 Section 4. A public hearing concerning the proposed modification of the Management
11 Plan shall be held on June 7th, 2022, at 3:00 p.m., in the Board's Legislative Chamber located
12 on the Second Floor of City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, California.
13 As provided in California Streets and Highways Code, Section 36636, San Francisco Charter,
14 Section 16.112, and San Francisco Administrative Code, Section 67.7-1, the Clerk of the San
15 Francisco Board of Supervisors shall mail a complete copy of the resolution of intention by
16 first class mail, at least 10 days before the public hearing, to each property owner affected by
17 the proposed modification and shall publish the resolution of intention in a newspaper of
18 general circulation in the city once at least seven days before the public hearing.

19 Section 5. Following approval of this Resolution, the Planning Department shall
20 determine whether the actions contemplated in this Resolution are in compliance with the
21 California Environmental Quality Act (California Public Resources Code, Sections 21000 *et*
22 *seq.*), and respond in writing to the Clerk of the Board of Supervisors.





WHAT?

The Dogpatch & NW Potrero Hill Green Benefit District is requesting that the Board of Supervisors approve amendments to the GBD Management Plan that will merge Maintenance and Capital spending categories to allow the GBD to better allocate funds to meet the objectives of the organization and its stakeholders.



WHAT?

The GBD is governed by a Management Plan approved by the Board of Supervisors at the organization's founding in 2015.

The Management Plan calls for the GBD budget to be organized according to

- 2 Non-contiguous zones, with assessments expended for the benefit of the district in which they originate
- 4 Spending categories (Maintenance, Capital, Accountability & Outreach, Operations) and the percentage of the budget to be expended in each, differing by zone
- A maximum of 10% variance allowed in actual expenditures versus target

An aerial photograph of San Francisco, showing a mix of urban development and green space. In the foreground, there's a large green field with trees, surrounded by parking lots and buildings. In the background, a dense residential area with colorful houses is visible on a hillside, with a highway and more urban structures in the distance. A semi-transparent white box with text is overlaid on the upper part of the image.

WHY?

The Green Benefit District is unique

Unlike San Francisco's 17 other Benefit Districts

- Covers over 70 acres/200 blocks
- Produces a large number of capital projects



WHY?

Things have changed

The GBD's foundation documents were drawn up between 2012 and 2015. Since then

- 2500 Units of housing have been added in the district
- The pandemic has altered needs and habits, and impacted costs
- The GBD has executed 20 capital projects, with 7 more in planning stages



WHY?

The GBD has much more to maintain

- 19,200 sq.ft. of concrete now permeable planted area
- + 36,800 sq.ft. of new parks and greenspaces
- + 5,800 sq.ft. of paths and temporary sidewalks
- New alley string lights, workout equipment, plaza, multimodal parking hub, dog relief station, etc.
- Maintenance responsibilities for 6 blocks of trees, sidewalk gardens & street furniture installed by Public Works

A lush garden scene with a large tree, a path, and various plants. The image is a composite of two parts. The top part shows a large, leafy tree with a white rectangular box containing the word 'WHY?'. The bottom part shows a garden with a path, a large tree, and various plants, including purple flowers in the foreground.

WHY?

Grants and donations can help augment Capital budgets

- But none of that funding is applicable to maintenance costs

The background image shows a modern, multi-story building with a mix of white and brown facade and large windows. In the foreground, there is a well-maintained park area. A paved path leads to a green rubber safety mat where several black metal exercise stations are installed. The park is surrounded by lush greenery, including bushes with pink and white flowers. A concrete overpass or bridge structure is visible at the top of the frame.

WHAT?

**We don't want to keep funding improvements
If we cannot allocate sufficient funds to take care
of what we build.**



The Change is reasonable and allowable

The merger of Capital and Maintenance funding is consistent with the GBD charter

- The engineer who helped prepare the GBD founding documents has certified that..."shifting funds from Capital Improvements to Maintenance does not violate the integrity of the assessment methodology or the assessment rates."
- The San Francisco City Attorney has reviewed and approved the change.

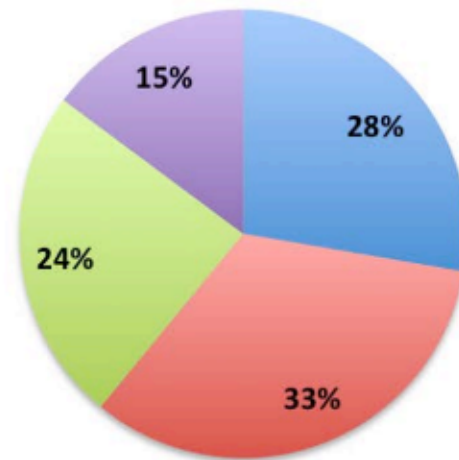
An aerial photograph of a city street. In the upper right, a blue bridge spans the street, with several cars driving across it. Below the bridge, cars are parked along the side of the road. To the left of the road is a lush green area with trees and bushes. In the lower left, a multi-story building is visible. The overall scene is a typical urban environment.

The Change is reasonable and allowable

All other guidelines and restrictions remain in place

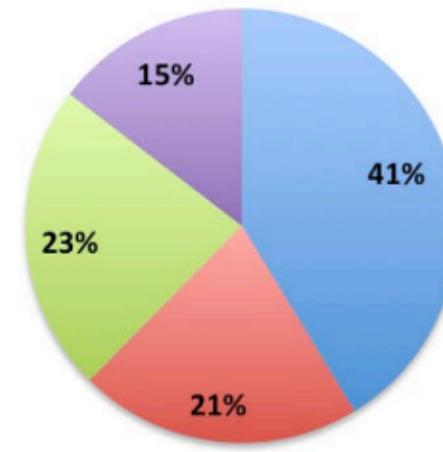
- The other spending categories mandated by the Management Plan will retain their original percentages
- The proposed merged Capital & Maintenance category will be subject to the same restrictions as its original component categories.

Original vs proposed allocations

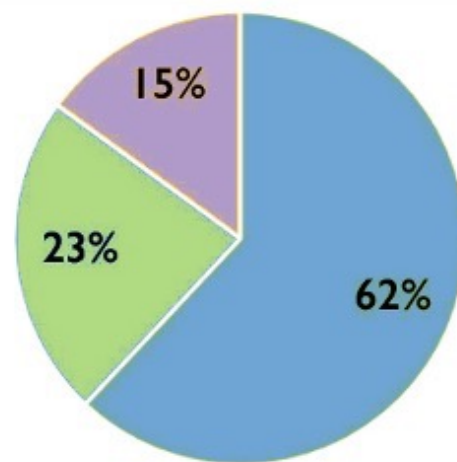


ZONE I BUDGET BREAKDOWN

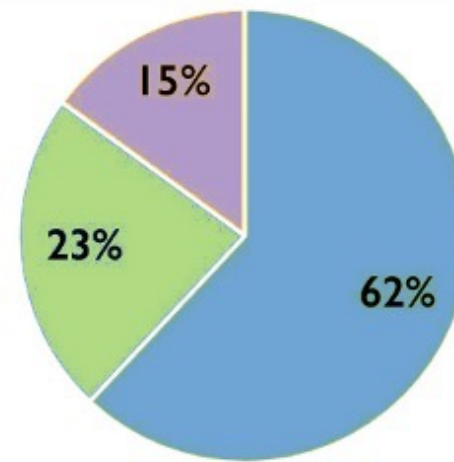
- Maintenance
- Capital Improvements
- Accountability & Citizen Service Tech
- Operations & Contingency

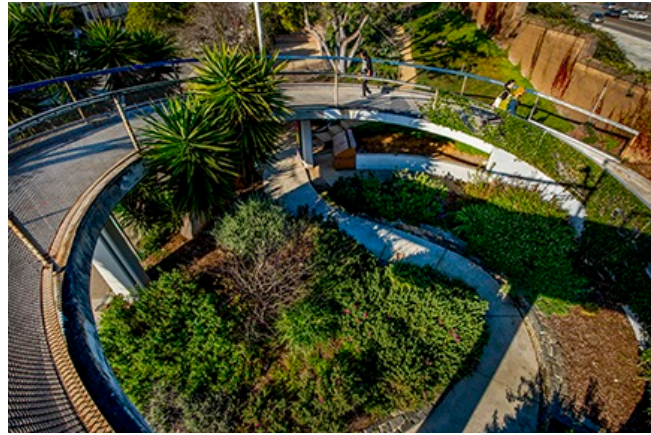


ZONE II BUDGET BREAKDOWN



- Maintenance/Capital
- Accountability & Outreach
- Operations







Thank you!







**DOGPATCH & NW POTRERO HILL
GREEN BENEFIT DISTRICT (GBD)
MANAGEMENT PLAN**

February 18, 2022

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I. EXECUTIVE SUMMARY

Background

In November of 2012, a group of community leaders from the Dogpatch and Potrero Hill neighborhoods convened with Build Public, a D.B.A of UP Urban Inc., a local non-profit organization, to explore the potential of forming a Green Benefit District (“GBD”). Their goals were clear: a desire to improve maintenance of existing publicly accessible green spaces, including open space, and parks, informal community gardens, and sidewalk greenings; to develop new “green infrastructure”; to improve the long term ecological health of the neighborhood; and to fund the creation of new open spaces, parks and gardens. A GBD Formation Committee (the “Formation Committee”) made up of landowners, tenants, developers, condominium owners, renters and advocates for open space, parks, and gardens was established to guide the formation process and ensure that a diversity of community opinions and voices were incorporated into the GBD’s vision, mission, and budget proposals to the community. After 8 months of extensive outreach, public meetings, and a professionally designed survey, querying residents about their interest and goals, Northwest Potrero Hill and the Dogpatch emerged as the two areas with the greatest support for the formation of a GBD. Because of this support, the Formation Committee voted to proceed with the formation of the GBD in these two areas.

In the subsequent vote of property owners in the proposed district, a 76% majority of those voting approved the formation of the GBD. The Resolution to Establish the GBD (310-15) was approved by the San Francisco Board of Supervisors on July 31, 2015. The Department of Public Works indicated its intent to accept management and oversight of the GBD in an agreement dated November 17, 2015. That agreement was approved by the Board of Supervisors on December 16, 2015. Following its establishment, the GBD empaneled an interim board, prepared a neighborhood needs assessment, developed a services and projects pipeline, and began receiving and expending assessment funds.

In the subsequent 6 years, the GBD has maintained and improved 110,00 sq ft of parks and greenspaces, extending planting and adding seating, paths, gathering areas, and sports and exercise amenities. The GBD has added an additional 36,800 sq ft of greenspace in the district, and has replaced 20,000 sq ft of asphalt and concrete with permeable landscaping. The GBD has secured enhanced amenities for the district by agreeing to maintain street trees and sidewalks gardens installed as part of Public Works streetscape projects.

The gradual completion of a long list of desired capital projects coupled with the increased maintenance resulting from improved and expanded greenspaces has greatly increased the cost of maintenance. Surveys and other communications from district property owners have indicated maintenance is a top priority for GBD stakeholders and our community at large.

GBD Benefits to Property Owners and Other Stakeholders

- Improves the maintenance of Public Realm areas as defined by Subsection 15A.2(1) of the San Francisco Business and Tax Regulation Code. Public Realm areas are outdoor spaces open to the public that include but are not limited to parks, plazas, parklets, sidewalks, unimproved areas, landscaped areas and gardens.
- Supports capital improvements to Public Realm areas.
- Provides owners with direct oversight in the administration of all funds and a high-level of transparency and accountability in how funds are spent.
- Provides steady source of revenue and leverages local GBD capital.
- Distributes costs and benefits fairly and proportionately across property owners in the GBD.

Mission of the Dogpatch-Northwest Potrero Hill GBD (“Dogpatch & NW Potrero Hill GBD”)

- To clean, maintain, enhance, and expand Public Realm areas in the Dogpatch and Northwest Potrero Hill neighborhoods.
- To support community volunteer efforts.
- To promote sound ecological practices with a locally controlled, sustainable, and transparent funding structure.
- To promote a high-level of transparency and accountability in how GBD funds are spent.

District Boundaries

The Dogpatch & NW Potrero Hill GBD is comprised of 2 distinct zones: (1) the Dogpatch Neighborhood and (2) Northwest Potrero Hill (see Appendix D – Maps of the Management Plan).

Zone I – Boundary Description

- Mariposa Street from Iowa Street to Illinois Street (South side only)
- Illinois Street from Mariposa Street to Cesar Chavez Street (West side only)
- Cesar Chavez Street from Illinois Street to Pennsylvania Street (North side only)
- Pennsylvania Street from Cesar Chavez Street to 22nd Street (East Side Only)
- 22nd Street from Pennsylvania to Iowa Street (North Side Only)
- Iowa Street from 22nd Street to Mariposa Street (East Side Only)

Zone II – Boundary Description

- 16th Street from Potrero Avenue to Kansas Street (South side only) (completely encompassing parcel 3958-006).
- Kansas Street from the northeast corner of parcel 3958-006 traveling south along the eastern perimeter of the parcel for 100 feet, then traveling west along the southern perimeter of the parcel for 100 feet, then traveling south to the southeast corner of parcel 4029-022.
- 19th Street from southeast corner of parcel 4029-022 to Potrero Avenue (North side only)
- Potrero Avenue from 19th Street to 16th Street (East side only)

Services of the GBD

1. **Maintenance:** The maintenance service plan includes district scale maintenance activities like tree care, graffiti patrol, and trash and debris removal, as well as comprehensive maintenance services for all Public Realm areas in the GBD.
2. **Capital Improvements:** The capital improvements plan includes improvement of existing Public Realm areas and creation of new Public Realm areas, and establishment of new Green Infrastructure in the GBD.
3. **Accountability, Transparency & Citizen Services:** This service category includes management of the GBD's finances, contracts for services, improving relationship with the public by utilizing web-based services for recording and reporting cleanliness and maintenance concerns and development of public communication and accountability strategy. A GBD manager ensures the smooth operation of the district, advocates on behalf of property owners, and leverages the capacity of the district for maximum benefit to the district.
4. **Operations & Contingency/Reserves:** A required operations category that covers insurance, accounting, audits and financial reviews, and potential cost overruns of the GBD.

Continuation of City Services:

Throughout the process to establish the Dogpatch & Northwest Potrero Hill GBD, the formation committee has expressed concerns that the City and County of San Francisco (CCSF) maintains existing services at verifiable "baseline" service levels. A formal base level of service policy ensures that existing City services are enhanced, not replaced by the proposed CBD service. By adopting this plan, the Board of Supervisors will confirm and guarantee a baseline level of service equivalent to that being provided in similar areas of the city. Throughout the duration of the GBD, these services will be maintained consistently with other similar areas of the city.

Budget:**Table 1. Zone 1: Dogpatch**

Services, Activities, and Improvements	FY 2015/16		
	Total Budget	LESS: General Benefit	Amount of Assessment
Maintenance	\$120,572	(\$8,187)	\$112,385
Capital Improvements	\$145,000	(\$9,846)	\$135,155
Accountability & Citizen Service Tech	\$98,000	--	\$98,000
Operations & Contingency	\$60,213	--	\$60,213
Total	\$423,785	(\$18,032)	\$405,753

Table 2. Zone 2: Northwest Potrero Hill

Services, Activities, and Improvements	FY 2015/16		
	Total Budget	LESS: General Benefit	Amount of Assessment
Maintenance	\$38,584	(\$2,620)	\$35,964
Capital Improvements	\$19,750	(\$1,341)	\$18,409
Accountability & Citizen Service Tech	\$20,000	--	\$20,000
Operations & Contingency	\$12,733	--	\$12,733
Total	\$91,067	(\$3,961)	\$87,106

Since FY 2015/16, the District has continued to provide these services and following an initial period of capital improvements has combined the maintenance and capital budget categories so that there is greater flexibility to allocate funds among these areas to address maintenance needs. This shift does not impact the assessment formula or allocation of the assessments among the assessed parcels.

Assessment Formula:

Assessments are calculated by multiplying each parcel's assessable square footage by the appropriate assessment rate for that benefit zone. (Assessment = building/lot sqft. x assessment rate)

Table 3. Assessments

Land Use:	Assmt Rate per Lot or Building Sq. Ft.
Commercial/Residential/Other (standard rate)	\$0.0951
Industrial (weighted @ 50%)	\$0.0475
Greenspace Parcels (weighted @ 25%)	\$0.0238
Non-accessible Parcels	\$0.0000
Vacant/Parking Lots (standard rate)	\$0.0951

Example: A commercial parcel in Zone 1 with a 10,000 square foot building has a \$951.00 annual assessment. (10,000 x \$0.0951 = \$951.00)

Method of Assessment Collection

Each property owner in the GBD pays an assessment based on a formula calculated on objective parcel criteria, as defined in the management plan. This assessment is collected twice a year through owners' property tax bills. The GBD assessment will be collected and enforced by the CCSF Treasurer and Tax Collector. The Treasurer and Tax Collector shall transfer the assessment payments to the owners' non-profit corporation that manages the GBD.

No assessment funds are withheld by CCSF or diverted to the General Fund, excepting late fees or other processing fees associated with assessment collection. CCSF may not use assessment funds to pay for baseline services providing general benefits to the GBD.

Legal Authority, Entity Structure, and Governance

GBDs are authorized by the state Property and Business Improvement District Law of 1994 (California Streets and Highways Code §§36600 et seq., or the "1994 Act") as augmented by Article 15A of the San Francisco's Business and Tax Regulations Code: Upon establishment of the GBD at the Board of Supervisors hearing, the GBD Formation Committee (which is open to all community stakeholders) shall serve as an Interim GBD Board of Directors until the formation of a tax-exempt 501(c)(3) non-profit corporation is complete (the owners' association or owners' nonprofit corporation), business registration is obtained, by-laws are created, insurance obtained, and the first GBD Board of Directors is elected for the owners' nonprofit corporation will be elected. See Appendix A for Board Composition.

Term

Assessments would be collected for 10 years (July 1, 2015 – June 30, 2025) if the proposed GBD is formed by the Board of Supervisors, following the GBD formation process described below. Expenditure of those collected assessments can continue for up to 6 months after the end of the assessment collection period (through December 31, 2025), at which point the GBD terminates if not renewed through a new GBD formation process.

Process for GBD Formation

GBD formation requires approval by property owners within the proposed GBD boundaries. The process has four steps, described below:

1. **Property Owner Petition.** Property owners representing 30% or more of the weighted assessment within the proposed boundaries of the GBD must sign a petition supporting formation.
2. **CCSF Board of Supervisors' Resolution of Intent.** If step #1 is successful, a majority of the Board of Supervisors (six members) must vote to approve a "Resolution of Intent" for the GBD to advance to step #3, below.
3. **Property Owner Ballot.** If the Board of Supervisors approves the Resolution of Intent, the CCSF Department of Elections will mail ballots to all property owners within the boundaries of the GBD. Ballots are collected and counted by the CCSF Department of Elections and the results are presented at a public hearing of the Board of Supervisors.
4. **CCSF Board of Supervisors' Resolution of Formation.** If a simple majority (more than 50%) of the ballots submitted to the CCSF Department of Elections support formation, then the Board of Supervisors may vote to form the GBD.

Process for Disestablishment

Each year the Dogpatch & NW Potrero Hill GBD is in existence, there will be a 30-day period during which property owners will have the opportunity to request disestablishment of the GBD. The 30-day period shall commence on the anniversary date of the establishment of the GBD. If within that 30-day period, a written petition is submitted by the owners of real property who pay 50% or more of the assessments levied, the Board of Supervisors shall convene a hearing on whether to disestablish the GBD. A majority of the Board of Supervisors (six members) may initiate disestablishment at any time based on misappropriation of funds, malfeasance, or violation of law in connection with the management of the GBD. A supermajority (8 or more members) of the Board of Supervisors may initiate disestablishment proceedings for any reason, except where there are any outstanding bonds, financing, leases, or other similar obligations of the City payable from or secured by assessments levied within GBD.

II. WHAT IS A GREEN BENEFIT DISTRICT?

What is a GBD?

A Green Benefit District (GBD) is a new form of special assessment district, modeled after CCSF's successful 10-year-old Community Benefit District (CBD) program, but focused on improving Public Realm areas (more detailed definitions of all terms that fall within the Public Realm, including Green Spaces and Green Infrastructure, are provided in Appendix E, the Management Plan Glossary). Specifically, GBDs can improve daily maintenance of, and make capital improvements to, Public Realm areas. The geographic area of a GBD is determined by a lengthy public outreach and benefit evaluation process, to ensure that the boundaries of the GBD only contains parcels that will receive a special benefit. Everyone who owns property inside the GBD boundaries and received a special benefit pays an assessment to support its services, activities, and improvements.

The state Property and Business Improvement District Law of 1994 (California Streets and Highways Code §§36600 et seq., or the "1994 Act") authorizes cities, counties, and cities and counties to create assessment districts and levy proportionate assessments on real property and/or businesses for specified periods of time, to provide services, improvements and activities that specially benefit each assessed property and/or business. In San Francisco, proposed assessees would submit petitions to the Board of Supervisors requesting that the Board commence a process of public hearing and voting by proposed assessees. The petitions and the votes are weighted according to each property owner's proportional share of the total proposed assessment. In the absence of a majority protest, the Board of Supervisors may form the district and levy the assessments. The 1994 Act and Article 15A allow the Board of Supervisors to contract with an owners' non-profit corporation to manage the district; and includes provisions on operations, reporting, renewal, and disestablishment.

The addition of Article 15A to the CCSF Business and Tax Regulations Code created a procedural vehicle for neighborhoods to establish GBDs. A GBD provides a stable funding source for services, activities and improvements within its boundaries. GBD services, improvements and activities may include, but are not limited to, enhancements to ecological, water and energy systems, pedestrian and bicycle amenities, and Recreational Improvements. Article 15A also includes a provision for utilization of assessment funds to purchase or participate in the purchase of real property to serve as Public Realm areas, where the GBD can provide landscaping, improvements and/or maintenance. As defined in Article 15A, Public Realm areas are outdoor spaces open to the public, including parks, parklets, sidewalks, unimproved areas, landscaped areas, plazas, and gardens.

The GBD is managed by an owners' non-profit corporation that was confirmed by the IRS as a tax-exempt charitable corporation on January 11, 2016. As required by San Francisco Article 15A, both property owners who pay GBD assessments and stakeholders who do not own or have an ownership interest in property located in the GBD, including residents, businesses, and neighborhood organizations are adequately represented on the Board of Directors of the owners' non-profit corporation.

How does the GBD benefit Property Owners?

Some of the potential benefits of a GBD to property owners are:

- Improves the maintenance of publicly accessible open spaces, parks, plazas and gardens, and the Public Realm in general.
- Provides ongoing improvements to Green Infrastructure, contributing to solving environmental challenges at the local level, and enhancing the health of the GBD.

- Provides a steady source of revenue to support reliable and professional services.
- Leverages GBD capital with outside capital (from government grants and/or private funds) to fund far more Public Realm improvements than would occur otherwise.
- Provides property owners with direct oversight in the administration of all funds and ensures a high degree of transparency and accountability in how funds are spent.
- Distributes costs and benefits fairly and proportionately across property owners in the GBD.

III. ABOUT THE DOGPATCH & NW POTRERO HILL GBD

History of Dogpatch & NW Potrero Hill GBD Formation

In November of 2012, a group of community leaders from the Dogpatch and Potrero Hill neighborhoods convened with Build Public, a local non-profit organization, to explore the potential of forming a GBD. Their goals were clear: a desire to improve maintenance of existing publicly accessible green spaces, including open space, and parks, informal community gardens, and sidewalk greenings; to develop new “green infrastructure”; to improve the long term ecological health of the neighborhood; and to fund the creation of new open spaces, parks and gardens.

If established, the Dogpatch & NW POTRERO HILL GBD’s budget and assessment will grow in exact proportion to, and at the same rate as, new residential and commercial development to ensure that new development contributes its fair share toward offsetting the expenses.

A Dogpatch & NW POTRERO HILL GBD Formation Committee (the “Formation Committee”) was established to guide the formation process for the GBD and ensure that a diversity of community opinions and voices were incorporated into the Dogpatch & NW POTRERO HILL GBD’s vision, mission, and budget proposals to the community. The Formation Committee members include landowners, tenants, developers, condominium owners, renters and advocates for improvements to Public Realm areas. After eight months of extensive community outreach, ten public meetings, and a professionally designed survey that showed statistically significant support for formation of a GBD in the neighborhood, Northwest Potrero Hill and the Dogpatch emerged as the two areas with the greatest support for the formation of a GBD. Because of this support, the Formation Committee voted to move forward with the formation of the GBD in these two areas.

Physical Description of Dogpatch & NW Potrero Hill GBD Area

The Dogpatch & NW Potrero Hill GBD is comprised of two distinct zones: (1) the Dogpatch Neighborhood and (2) NW Potrero Hill. The area between these two zones is not included in the proposed GBD. Survey work, a maintenance and capital plan, and budget were completed for the Greater Potrero Hill area. Residents and owners in this area may choose to contract for future service with the GBD, or wait until the GBD renewal process begins in 2025 and propose an expansion of the GBD boundaries as part of that process.

Core Values

- Dogpatch and Northwest Potrero Hill’s community-created open spaces, parks, and gardens are centerpieces in the neighborhood, and volunteer efforts at those spaces and at CCSF-owned parks are significant contributors to the quality of life in these communities. Such volunteer efforts, which have greatly added to CCSF-owned spaces, can be supported and further enhanced with visionary and effective management practices, and transparent and steady funding.
- Neighborhood open spaces, parks, and gardens, along with green infrastructure projects such as storm water management, recycled water distribution, air pollution mitigation, and sustainable energy production, are critical to ensuring the long-term ecological sustainability, beauty, public health, and enjoyment of each neighborhood in the GBD.
- Public engagement and transparency in decision making are highly valued in our neighborhood.

Mission Statement

- To clean, enhance, expand and maintain Open Spaces, Parks, Plazas, Parklets, Gardens, and Sidewalk Greenings within Public Realm areas in the Dogpatch and Northwest Potrero Hill neighborhoods.
- To support community volunteer efforts in the GBD.
- To promote sound ecological practices and Green Infrastructure with a locally controlled, sustainable, and transparent funding structure.

Goals

- Improve maintenance of open spaces, parks, plazas, parklets, gardens, and sidewalk greenings within Public Realm areas.
- Build neighborhood capacity to enhance existing, and create new, open spaces, parks, and gardens within Public Realm areas.
- Advocate for the delivery of CCSF's existing commitments to our neighborhood parks and Public Realm areas.
- Create a more ecologically sustainable urban environment with sidewalk greening and Green Infrastructure projects for plant, animal, insect habitats, air quality management, and watershed management.
- Create a new model of "open-source" neighborhood-level governance (through the owners' non-profit corporation) by providing state-of-the-art citizen engagement technology and an accessible and transparent management framework.
- Actively engage the community with the use of online tools that allow citizens to track the GBD's performance and finances, participate in decision-making and fiscal management, and "crowd-source" new capital project ideas.

Consistent with state and local law, the Dogpatch & NW Potrero Hill GBD will be managed by an owners' non-profit corporation that will apply to become a public-benefit 501(c)(3) organization, initially with a part-time manager, governed by an elected board of directors (the "Board of Directors"). The new Dogpatch & NW Potrero Hill GBD is designed, first and foremost, to be accountable and responsive to the community in order to provide real, visible, and lasting services, both to local citizens and to the environment in the GBD.

No assessment funds may be withheld by CCSF or diverted to the General Fund, excepting late fees or other processing fees associated with assessment collection. CCSF has the right to withhold assessments in cases of malfeasance, misappropriation of funds or violation of the law, including without limitation the resolution of formation or establishment and this management plan. CCSF may not use assessment funds to pay for baseline services providing general benefits to the GBD.

The owners' nonprofit corporation will work in close partnership with CCSF agencies to ensure that the GBD's greening goals are met in an efficient and fair manner and that GBD services do not duplicate or replace Baseline City Services and agency responsibilities. The GBD will ensure that Baseline City Services are maintained at current levels, but redeployed in ways that complement and

leverage the GBD's resources. The owners' non-profit corporation will advocate for the neighborhood's needs at City Hall and work to ensure that CCSF agencies meet their established agency and departmental goals. The GBD will also leverage outside public and private investment in new Public Realm areas because its requests for outside capital investment will be backed by the GBD's ability to provide reliable and professional maintenance services.

IV. BOUNDARIES & RATIONALE

Zone I – Boundary Description

- Mariposa Street from Iowa Street to Illinois Street (South side only)
- Illinois Street from Mariposa Street to Cesar Chavez Street (West side only)
- Cesar Chavez Street from Illinois Street to Pennsylvania Street (North side only)
- Pennsylvania Street from Cesar Chavez Street to 22nd Street (East Side Only)
- 22nd Street from Pennsylvania to Iowa Street (North Side Only)
- Iowa Street from 22nd Street to Mariposa Street (East Side Only)

Zone I – Boundary Rationale

Northern Boundary: The northern boundary of Zone I is Mariposa Street. As a neighborhood based assessment district focused on delivering services on a residential scale, this northern boundary reinforces the neighborhood-based identity of Zone I of the GBD: Dogpatch. Mariposa Street is generally considered the northern-most boundary of the Dogpatch neighborhood, and is also one of the northern boundary lines of District 10, which serves Dogpatch residents. The Mariposa Street boundary defines the Dogpatch GBD as separate from the Mission Bay area to the north.

Western Boundary: Interstate 280 (I-280) and Pennsylvania Street. Like Mariposa Street, the I-280 is generally considered a defining boundary of the Dogpatch neighborhood, particularly to the north and in the Dogpatch Historic District. The southern part of Dogpatch, locally known as “Baja Dogpatch,” has begun to extend to the west, under and past the freeway, as evidenced by the public space anchor in this area, Progress Park. For this reason, the western boundary of Zone I extends to Pennsylvania Street at 23rd Street, down to Cesar Chavez Street.

Southern Boundary: The southern boundary of Zone I is Cesar Chavez Street. Cesar Chavez Street is generally considered the southern boundary of the Dogpatch neighborhood, and as a neighborhood based assessment district focused on delivering services on a residential scale, this southern boundary reinforces the neighborhood-based identity of Zone I of the GBD: Dogpatch. Properties to the south of Cesar Chavez are almost exclusively commercial and industrial, and are not considered a part of the Dogpatch neighborhood.

Eastern Boundary: The eastern boundary of Zone I is Illinois Street. The properties between Illinois Street and 3rd Street to the west make up the majority of Dogpatch’s commercial corridor. Many of these businesses consider themselves local manufacturers, identify with Dogpatch, and are invested in the enhancement of the neighborhood. The land to the west of Illinois (outside the boundary of the GBD) is port land with little activity and a distinctly different identity, and is part of extensive development and planning efforts on the part of the City.

Zone II – Boundary Description

- 16th Street from Potrero Avenue to Kansas Street (South side only) (completely encompassing parcel 3958-006)
- Kansas Street from the northeast corner of parcel 3958-006 traveling south along the eastern perimeter of parcel for 100 feet, then traveling west along the southern perimeter of parcel for 100 feet, then traveling south to the southeast corner of parcel 4029-022.

- 19th Street from southeast corner of parcel 4029-022 to Potrero Avenue (North side only)
- Potrero Avenue from 19th Street to 16th Street (East side only)

Zone II – Boundary Rationale

Northern Boundary: 16th Street is the northern boundary of Zone II. This designation of 16th Street as the northern boundary of Zone II reinforces the identity of the small but mighty, emerging community of Northwest Potrero Hill. 16th Street is generally considered a dividing line between the more residential areas to the south and the commercial uses to the north, and Showplace Square.

Western Boundary: Potrero Avenue is the western boundary of Zone II. Potrero Avenue is generally considered the dividing line between the western reaches of Potrero Hill and the eastern enclaves of the Mission and Mission Creek. At the north end, Potrero Avenue is home to an emerging gallery scene that is driving the developing identity of Northwest Potrero Hill as a unique residential and commercial area.

Southern Boundary: 19th Street is the southern boundary of Zone II. Northwest Potrero Hill, anchored by Fallen Bridge Park and The Benches Garden and Park, has emerged as a unique micro-neighborhood. 19th Street was designated as the southern boundary to reinforce the NW Potrero Hill identity.

Eastern Boundary: The eastern boundary of Zone II is Kansas Street from the northeast corner of parcel 3958-006 traveling south along the eastern perimeter of the parcel for 100 feet, then traveling west along the southern perimeter of the parcel for 100 feet, then traveling south to the southeast corner of parcel 4029-022. Like the southern boundary, this eastern boundary was selected because of its proximity to Fallen Bridge Park, an anchor space for this emerging community, and to separate it from Greater Potrero Hill.

Maps

Detailed maps of the GBD can be found in Appendix D of the Management Plan.

V. SERVICES, ACTIVITIES, AND IMPROVEMENTS OF THE GBD

PLAN OVERVIEW

The services, activities, and improvement plan of the GBD will fund four categories as follows:

1. **Maintenance**
2. **Capital Improvements**
3. **Accountability, Transparency & Citizen Services**
4. **Operations & Contingency/Reserves**

Table 4. FIRST YEAR OF EXPENSES		
Services, Activities and Improvements Plan	Percent of Budget	Budget Amount
<u>Maintenance</u> <ul style="list-style-type: none"> • District Wide Public Realm Maintenance may include, but is not limited to: <ul style="list-style-type: none"> ○ Tree Care: maintenance plan for new and existing Street Trees that includes maintenance, pruning, and removal of hazardous Street Trees. ○ Irrigation Systems Management: maintain and repair irrigation systems, and supply water. (New irrigation systems are not included, but could be funded through the Capital Improvements program). ○ Graffiti Patrol: 1 part-time graffiti abatement patrol officer across both zones to patrol known graffiti hotspots identified by the community, and provides on-call response. ○ Trash & Debris Patrol: 1 full-time trash and debris abatement staff person across both zones. This staff person targets trash and debris hot spots identified by the community, and responds to specific requests for trash or debris pick-up reported to the GBD. • Targeted Public Realm Maintenance (See Table 5 for a list of spaces) may include, but is not limited to: <ul style="list-style-type: none"> ○ Jumpstart Maintenance Fund: set aside to pay for one-time maintenance costs in the first year of the GBD (Year 1) to bring specific spaces and existing greening up to a GBD maintenance standard. Potential uses include, but are not limited to: sidewalk repair, additional large tree pruning and/or removal, tree studies and evaluations, horticultural consultation, and large-scale irrigation installation. After Year 1, this fund 	31%	\$ 159,156

<p>would be absorbed by the district wide maintenance budget to care for new Open Spaces, Parks, Plazas and Gardens built and installed by the GBD.</p> <ul style="list-style-type: none"> ○ Care and Enhancement of Public Realm Areas: small-scale tree and shrub pruning, weed removal, fertilization, turf care, irrigation management and repair, sidewalk repair, and trash cleanup on Public Realm areas to a district-wide standard. Frequency and scope of service varies depending on the level of volunteer stewardship and needs. 		
<p><u>Capital Improvements*</u></p> <ul style="list-style-type: none"> • Improvements to Existing Public Realm areas, may include, but is not limited to: <ul style="list-style-type: none"> ○ New playground equipment/tot lots ○ New trash and recycling receptacles ○ New park benches ○ New lighting systems ○ New way-finding signage ○ New landscaping and paving systems ○ New irrigation systems ○ New storm water retention systems ○ New Productive Gardens ○ New Dog Runs and Dog Parks • Development of New Public Realm areas may include, but is not limited to: <ul style="list-style-type: none"> ○ Green Spaces (including Parks, Parklets, Plazas, Gardens Pocket Parks and Sidewalk Greenings). ○ New Street Trees (including the supportive infrastructure) and Bulb-outs. ○ Street Furniture ○ Traffic-calming round-about “green islands” at wide street intersections. • Development of Green Infrastructure may include, but is not limited to: <ul style="list-style-type: none"> ○ New recycled water collection and distribution systems. ○ New Bioswale or other storm water capture systems. ○ New rainwater/storm water cisterns. ○ Use of plants that are known to reduce Particulate Matter pollution in urban street canyons and from freeways such as oleander or various tree plantings. ○ Enhancement of existing green infrastructure systems. ○ District-wide energy generation and distribution systems. ○ All of the above includes collaboration with existing government agency programs (example: establishing Green Infrastructure design elements in full compliance with the SFPUC’s Storm Water Design Guidelines) 	32%	\$164,750

<p><u>Accountability, Transparency, & Citizen Services</u></p> <ul style="list-style-type: none"> • GBD Management may include, but is not limited to: <ul style="list-style-type: none"> ○ Management of all GBD finances and contracts for services, capital improvements, and public interface and web services. This is at the direction of the GBD Board Treasurer, who is ultimately responsible for the finances of the GBD. ○ Management of GBD corporate business, including ensuring compliance with all government and grant reporting requirements. This is in close collaboration with the Chairperson of the GBD Board. ○ Serving as the public face and primary point of contact for the GBD, especially with City Hall and local agencies. ○ Management of all “Baseline City Services” including keeping records of metrics and being responsible for reporting if city agencies do not maintain their baseline service levels. ○ Organization and management of GBD volunteers. • GBD Marketing and Communications may include, but is not limited to: <ul style="list-style-type: none"> ○ Management of public relations and media contacts, in coordination with the Chairperson of the GBD Board. • Development and ongoing maintenance of the GBD’s public communication and accountability strategy may include, but is not limited to: <ul style="list-style-type: none"> ○ Design, launch, and updating of a new GBD website. ○ Design, launch, and updating of a new GBD smart phone application for quick “crowd-sourced” reporting of maintenance and operations needs. ○ Development and management of an online volunteer coordination website. ○ Development and management of related customer service tracking associated with the smart phone app. ○ Careful coordination of this service with city agencies that have baseline service agreements with the GBD. ○ Development of an ongoing City Hall and media outreach campaign to ensure that decision-makers and the public at large understand the purpose, work and accomplishments of the GBD. • GBD Strategic Planning may include, but is not limited to: <ul style="list-style-type: none"> ○ Ongoing updates to the Green Vision Plan as needed to convey the values, mission, goals and accomplishments of the GBD. This may include the following: <ul style="list-style-type: none"> ! Development of a detailed conceptual Green 	23%	\$ 118,000
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Streetscape Masterplan. ! Conceptual-level pricing of the Green Streetscape Masterplan and the development of a small capital budget, with potential funding sources identified. ! Development of more detailed designs and engineering, along with specific budgets, for the build-out of Public Realm area improvements.		
<u>Operations & Contingency Reserves</u> <ul style="list-style-type: none"> Operations may include, but is not limited to: <ul style="list-style-type: none"> Insurance for GBD operations, services, and deliverables including maintenance and capital improvements, and operations space. Expense of accounting and annual audit/financial review. Contingency/Reserve <ul style="list-style-type: none"> Potential cost overruns of maintenance and improvement services only, up to 10%. Any unspent funds in this category will be rolled over and must be spent within the next fiscal year. 	14%	\$72,946
TOTAL	100%	\$514,852

* Capital Improvement funds shall be used to invest in capital improvements within the boundaries of the GBD that advance its mission and goals, and are consistent with the *Guidelines For Capital Improvements Funding and Admission Of New Green Spaces* in Appendix B. During any given year, the Board of Directors may elect to hold over a portion of the annual capital improvements budget to fund larger scale projects that require large capital contributions that cannot be funded in one year. An important criterion for deciding when and how to spend capital improvement funds will be the degree to which they can leverage additional private and public funds to support any of the above projects.\

Since FY 2015/16, the District has continued to provide these services and following an initial period of capital improvements has combined the maintenance and capital budget categories so that there is greater flexibility to allocate funds among these areas to address maintenance needs. This shift does not impact the assessment formula or allocation of the assessments among the accessed parcels.

Capital Improvements Context

Northwest Potrero Hill: Northwest Potrero Hill has long been troubled by dangerous and unsanitary activities. Needles, garbage, human waste, and thefts are common issues for the neighborhood, especially in open space areas that are not monitored and cared for. Any open space area that is not cared for or is isolated is an invitation for illegal behavior. Adding lights, landscaping, and positive activity like those outlined in the neighborhood's Potrero Gateway Loop proposal protects and enhances the local neighborhood.

Dogpatch: Dogpatch is a mixed-use neighborhood, but many sections of the neighborhood have industrial warehouses with no sidewalks, street lighting or green space. The capital improvements include adding Permeable Paving where appropriate, waste collection receptacles, working with state and city agencies on safe, sustainable lighting in areas where residential population is increasing, new signage to guide pedestrians and adding a network of recreational green venues to encourage walkability where no sidewalks or community social spots exist to date.

Current Green Spaces

Green Spaces in the GBD that are currently targeted for maintenance services are identified in Table 5. These Green Spaces will receive maintenance services outlined in this service plan at the commencement of the Dogpatch & NWPH GBD. The GBD Board may add new Green Spaces to the GBD's maintenance and operations service coverage if they satisfy the *Guidelines For Capital Improvements Funding And Admission Of New Green Spaces* set forth on Appendix B of this Management Plan.

Table 5 – Green Spaces

Zone #1 – Dogpatch

22nd St Greening
25th St Greening
Angel Alley
IM Scott native plant gardens
Minnesota Grove
Progress park
Progress Dog Run

Zone 32 – NW Potrero Hill

Benches Park
Fallen Bridge Park
Potrero gateway

Continuation of Baseline City Services

The City currently provides a baseline of services to the Dogpatch and Northwest Potrero Hill neighborhoods, based upon annual City budget allocations. By adopting this Management Plan, the Board of Supervisors will confirm and guarantee a baseline level of service equivalent to that being provided in similar areas of the City. Throughout the duration of the GBD, these services will be maintained consistently with other similar areas of the City. The services, activities, and improvements funded by the Dogpatch & NW Potrero Hill GBD annual assessments are in addition to those already provided by CCSF. These City services are enhanced by collaborative partnership and careful coordination with GBD's owners' nonprofit corporation.

Tables 6, 7A & B, & 8 below give recent information on CCSF's existing cleaning and maintenance services for the Dogpatch and Northwest Potrero Hill neighborhoods, provided by SF Rec & Park and DPW.

Table 6 - SF Rec and Park Baseline Services:

	CUSTODIAL	HORTICULTURAL	MAINTENANCE YARD*
	Weekly	Weekly	Yearly
Esprit Park	7 hours	21 hours	\$5,900
Utah/18th Park	2 hours	2 hours	\$2,225

* "Maintenance Yard" includes the as needed work of plumbers, electricians, painters, etc. and is quantified by annual investment, not hours worked

Table 7A - DPW Baseline Services for Zone I: Dogpatch

Services	Frequency
Mechanical street sweep	DPW mechanically sweeps on a regular basis. See Appendix F for detailed street sweeping schedule.
Litter Patrol Workfare crew	The Dogpatch neighborhood is in DPW's Zone E, which has litter patrol seven days a week from 6:00 AM – 3:00 PM. This area is also serviced by a roving litter patrol to pick up light debris.
Graffiti removal services	Public Graffiti removal is on an as-needed basis per service requests from 311. A private graffiti inspector is assigned to this area to post Notices of Violation to remove graffiti, which can also be called in through 311.
Street tree maintenance	City-owned street trees are watered regularly for the first three years and inspected for trimming every several years on an as-needed basis.
Public litter receptacles	City trash cans are serviced daily by DPW and Recology
Code enforcement (environmental, safety, cleanliness, and litter laws)	Recology responds to calls from 311 or DPW for illegal dumping. If a city trash can is missing a liner/door/lock or needs to be painted, then a service request is generated by staff or 311. DPW provides regular education and enforcement of sidewalk cleanliness standards with property owners on an as-needed basis and in response to calls to 311.
Sidewalk steam cleaning/power washing	Sidewalks are private property owners' responsibility. DPW responds to calls for steam cleaning of human/dog waste on the sidewalk per public health hazard.

Table 7B - DPW Baseline Services for Zone I: Northwest Potrero Hill

Services	Frequency
Mechanical street sweep	DPW mechanically sweeps on a regular basis. See Appendix F for detailed street sweeping schedule.
Litter Patrol	The Dogpatch neighborhood is in DPW's Zone D, which has litter patrol seven days a week from 6:00 AM – 3:00 PM. This area is also serviced by a roving litter patrol to pick up light debris.
Graffiti removal services	Public graffiti removal is on an as-needed basis per service requests from 311. A private graffiti inspector is assigned to this area to post Notices of Violation to remove graffiti, which can also be called in through 311.
Street tree maintenance	City-owned street trees are watered regularly during the first three years of establishment and inspected for trimming every several years on an as-needed basis.
Public litter receptacles	City trash cans are serviced daily by DPW and Recology
Code enforcement (environmental, safety, cleanliness, and litter laws)	Recology responds to calls from 311 or DPW for illegal dumping. If a city trash can is missing a liner/door/lock or needs to be painted, then a service request is generated by staff or 311. DPW provides regular education and enforcement of sidewalk cleanliness standards with property owners on an as-needed basis and in response to calls to 311.
Sidewalk steam cleaning/power washing	Sidewalks are private property owners' responsibility. DPW only responds to calls for steam cleaning of human/dog waste on the sidewalk per public health hazard.

Table 8 – SFMTA Baseline Services for Woods Yard Park in Zone

SFMTA's obligations to perform the Routine Maintenance on the Playground Improvement shall not exceed \$15,000 per each SFMTA fiscal year. Routine Maintenance of the Playground Improvements includes:

- Daily sweeping; removal of graffiti from sidewalks and the Playground Improvements as needed; maintenance of landscaping as needed.
- Monthly inspection of Playground Improvements for any cracking, rust, or splinters, and for the bubbling, cracking, or fading of any painted surface; monthly inspection of mulch/fiber, gravel, sand, and loose synthetic features to remove debris and sharp objects, and annual replenishment of such mulch/fiber, gravel, sand, and loose synthetic features as needed.
- Annual inspection of the Playground Improvements for structural integrity and proper anchoring to surface areas; annual stripping, re-painting, and touch-up of any painted or finished surfaces; annual inspection of surface areas for gaps, settling, and non-level transition areas; annual patching of any damage to the protective coating on the retaining walls at the Playground.

In addition to maintenance of the Playground Improvement, SFMTA performs approximately 3 hours a week of routine maintenance activities on Woods Yard Park including mowing, raking, pruning, trash pick-up, and irrigation as needed.

VI. BUDGET DETAILS

The first year budgets for Zones I and II of the GBD are shown in Tables 9, 10, and 11.

Table 9 - Total GBD Budget

Services, Activities, and Improvements	FY 2015/16		
	Total Budget	LESS: General Benefit	Amount of Assessment
Maintenance	\$159,156	(\$10,807)	\$148,349
Capital Improvements	\$164,750	(\$11,187)	\$153,564
Accountability & Citizen Service Tech	\$118,000	--	\$118,000
Operations and Contingency	\$72,946	--	\$72,946
Total	\$514,852	(\$21,994)	\$492,859

Table 10 - Zone I – Dogpatch Budget

Services, Activities, and Improvements	FY 2015/16		
	Total Budget	LESS: General Benefit	Amount of Assessment
Maintenance	\$120,572	(\$8,187)	\$112,385
Capital Improvements	\$145,000	(\$9,846)	\$135,155
Accountability & Citizen Service Tech	\$98,000	--	\$98,000
Operations & Contingency	\$60,213	--	\$60,213
Total	\$423,785	(\$18,033)	\$405,753

Table 11 - Zone II – Northwest Potrero Hill Budget

Services, Activities, and Improvements	FY 2015/16		
	Total Budget	LESS: General Benefit	Amount of Assessment
Maintenance	\$38,584	(\$2,620)	\$35,964
Capital Improvements	\$19,750	(\$1,341)	\$18,409
Accountability & Citizen Service Tech	\$20,000	--	\$20,000
Operations & Contingency	\$12,733	--	\$12,733
Total	\$91,067	(\$3,961)	\$87,106

Since FY 2015/16, the District has continued to provide these services and following an initial period of capital improvements has combined the maintenance and capital budget categories so that there is greater flexibility to allocate funds among these areas to address maintenance needs, resulting in the following breakdown for Zones I and II:



Budget Management Guidelines

Changes to the Budget: In a given year, the GBD Board of Directors may determine that a redeployment of funds to a different spending category may be appropriate to accomplish a specific goal of the GBD. To do so, a vote of the Board of Directors is required to alter the percent of assessments allocated to a given budget category. This redeployment may not exceed a 10% change in any category or in the total budget for each fiscal year.

Minimum Maintenance Requirement: Observable, sustained, and district-wide enhanced maintenance is a core goal of the GBD. To fulfill this goal and ensure a minimum level of maintenance, the Board of Directors shall not reduce the budget for maintenance below 25% of the total budget.

Proportionate Distribution of Funds

The Board is committed to allocating funds to existing Green Spaces (as documented in Map 2 of Appendix D), proportionate to the concentration and distribution of assessments across the district, ensuring that the special benefits derived from the GBD will be conferred to each assessed parcel in an even and proportionate manner. Maps 3-6 in Appendix D show existing and aspirational plans for new Green Spaces in the district. As new Green Spaces are introduced to the neighborhood, the Board will follow the "Guidelines for Admission of New Green Spaces to the GBD" (Appendix B) to determine if and how to include said spaces. If and when any new spaces are admitted to the GBD, the Board will adjust its allocation of funds to Green Spaces such that it remains proportionate to the concentration and distribution of assessments across the district.

As discussed in Section B of the Engineer's Report, the GBD activities and improvements are determined and segregated into two benefit zones based upon each zone's demand for services and improvements and the benefits received. In addition to the creation, improvement, and maintenance of formal parks, open spaces, and plazas, of which there is a wide distribution in the GBD (as documented in the Engineer's Report, Attachment D – GBD Green Vision Plan), the GBD will provide maintenance and capital improvements throughout the entire public right-of-way network, including, but not limited to, enhanced sidewalks, tree plantings, street furniture, signage, traffic calming

interventions, lighting, and stormwater management infrastructure. The public right-of-way accounts for 33% of all land in the District, and touches all properties, ensuring that the special benefits derived from the GBD will be conferred to property owners in an even and proportionate manner.

Formation Costs: In year 1 of the GBD, up to \$39,399.25 to cover costs incurred in forming the GBD (“Formation Costs”) may be allocated. Formation costs eligible for recovery through assessments include reasonable costs incurred by the GBD Formation Committee’s consultant, Build Public. Reimbursable costs include, for example, costs arising out of or related to (a) the costs of preparation of the management plan and engineer’s report, (b) the costs of circulating and submitting the petition to the Board of Supervisors seeking establishment of the GBD, (c) the costs of printing, advertising and giving of published, posted or mailed notices, (d) the costs of engineering, consulting, legal or other professional services provided in support of the formation of the GBD, including, for example, project management of the formation process, contract negotiation and drafting, and the provision of legal advice and representation with respect to formation of the GBD, (e) any costs of any ballot proceedings required by law for approval of a new assessment. The basis for determining the amount of formation costs payable by the GBD assessment shall be reasonable costs incurred.

The total amount to be repaid is: \$39,399.25

Repayments will be made during the first year of operation and apportioned between the Zones in proportion to each zone’s share of the annual assessment in the following manner:

- Zone 1 shall pay \$32,425.58 (82.3% of repayment costs), spread evenly among all spending categories, except maintenance.
- Zone 2 shall pay \$6,973.67 (17.7% of repayment costs), spread evenly among all spending categories, except maintenance.

Contingency and Annual Roll-over: This Management Plan outlines an annual spending plan that will be followed by the Dogpatch & NW Potrero Hill GBD. If, at the end of a fiscal year, all monies budgeted for a category of services, activities, and improvements have not been spent in a spending category, or the 10% contingency was not used that year, that amount may roll over to the following year. The GBD must spend these additional funds within the following fiscal year.

Grant Funding and Donations: If the GBD receives a grant or donation, the funds will not be subject to the limitations of the annual roll-over provision, and instead will be subject to spending requirements set by the grantor or donor.

Issuance of Bonds or Debt Service: The GBD will issue no bonds or bond related debt service to fund any improvements, services, and activities provided by the GBD. However, the GBD may pursue CDFI (Community Development Financial Institute) or other forms of short-term loans to assist with cash flow between allocations of GBD assessment proceeds. Any such loan would be repaid using GBD funds, consisting of annual assessments, grants, and any other sources of funding available to the GBD as a non-profit organization.

VII. ASSESSMENT METHODOLOGY

Calculation of Assessments

The method of apportioning benefit to parcels within the GBD reflects the proportional special benefit assigned to each property from the GBD services, activities and improvements based upon the various property characteristics for each parcel as compared to other properties within the GBD. Given that the special benefits provided by the GBD services, activities, and improvements focus on Public Realm area maintenance, capital improvements, accountability & citizen services it was determined that property lot square footage, building square footage, and land use are the most appropriate parcel factors. Each parcel's lot square footage, building square footage, and land use have been used as the primary assessment variables for the special benefit calculation. See the *Dogpatch & Northwest Potrero Hill Green Benefit District Engineer's Report* for a more detailed discussion of the calculation of assessments.

Determining the proportionate special benefit among the parcels of real property within the proposed assessment district which benefit from the proposed improvements, services, and activities is the result of a four-step process:

1. Defining the proposed activities,
2. Determining which parcels specially benefit from the proposed activities,
3. Determining the amount of special benefit each parcel receives,
4. Determining the proportional special benefit a parcel receives in relation to the amount of special benefit all other parcels in the GBD receive.

Each identified parcel within the GBD will be assessed based upon each parcel's unique characteristics in relationship to all other specially benefitted parcels' characteristics. Due to the proportionate special benefits received by each parcel from the GBD services, each parcel will be assessed a rate is commensurate with the amount of special benefits received.

For this GBD, parcels are assumed to receive special benefit in large part based on the average number of occupants who are housed in a building, based on its land use.

Property Use Considerations: Key Definitions & Assessment by Use:

Building Square Footage. Defined as gross building square footage as determined by the outside measurements of a building recorded with the CCSF Assessor's Office (the "Assessor").

Lot Square Footage. Defined as the total amount of area within the borders of the parcel. The borders of a parcel are recorded on the Assessor's parcel maps.

Commercial Parcels: Those parcels classified and recorded as commercial property by the Assessor.

- Commercial Parcels are assessed at the standard rate based on Building Square Footage.

Residential Parcels: Those parcels classified and recorded as residential property by the Assessor.

- Residential Parcels are assessed at the standard rate based on Building Square Footage.

Industrial Parcels: Those parcels classified and recorded as industrial property by the Assessor.

- Industrial Parcels are assessed at 50% of the standard rate based on Building Square Footage. Industrial Parcels will not benefit to the same degree as either Residential Parcels or Commercial Parcels. On average, Industrial Parcels have fifty percent (50%) or fewer occupants per square foot than either Residential or Commercial Parcels.¹ Therefore, Industrial Parcels do not receive the same level of benefit from the GBD's services and improvements. Due to the reduced level of benefit these parcels receive, their assessment will be reduced by 50% of the standard assessment rate. If, however, any Industrial Parcel changes use, it will be subject to the assessment rate associated with the new land use.

Greenspace Parcels: Those parcels occupied by publicly accessible park, landscaping, or open space amenities as determined by the GBD. Thirty five (35) vacant parcels located within the GBD are currently designated as "Greenspaces" by the Management Plan. Examples include Esprit Park, Woods Yard Mini-Park and many of the landscaped parcels adjacent to the Interstate 280 in Dogpatch, and Fallen Bridge Park and many of the landscaped parcels adjacent to Interstate 101 in Northwest Potrero Hill.

- Greenspace Parcels are assessed at 25% of the standard rate based on Lot Square Footage. Greenspace Parcels will receive some direct benefit in the form of new maintenance and capital improvements funded by the GBD. However, due to the fact that these parcels do not contain any permanent buildings that contain residents, customers, or employees that benefit from the activities of the GBD, the level of special benefit these parcels receive from maintenance and improvement and activities that are not on the parcel is significantly less than Residential and Commercial Parcels. To account for this lower benefit, Greenspace Parcels are assessed at 25% of the standard assessment.

Non-Accessible Parcels: Those parcels that have no Building Square Footage and are used solely to access Caltrans facilities or are occupied by Interstate 280 and where pedestrian access is prohibited.

- Non-Accessible Parcels are not subject to the standard assessment. Because Non-Accessible Parcels do not receive any GBD services nor contain any building with occupants who would benefit from the services of the GBD, they will not specially benefit from GBD activities and therefore will not be subject to the standard assessment.

Developed Parcels. Defined as parcels containing any Building Square Footage recorded with the Assessor.

Vacant Parcels: Those parcels that have no Building Square Footage recorded with the Assessor (because no built structures are located on such parcels).

- Vacant Parcels will be assessed at the standard rate based on Lot Square Footage. Although these parcels do not contain any building with occupants, simply by being located in the GBD, they will receive some direct benefit in the form of new GBD maintenance services and capital improvements in the adjacent Public Realm.

¹ San Francisco Planning Department, Transportation Impact Analysis Guidelines for Environmental Review, Appendix C, Trip Generation Methodology, Table C-1, Trip Generation and Employee Densities, p C-3, October 2002 (<http://www.sf-planning.org/index.aspx?page=1886>, scroll down to "Technical Analysis Guidelines;" also, <http://sf-planning.org/Modules/ShowDocument.aspx?documentid=6753>).

Parking Lot Parcels: Those parcels classified as parking lots by the Assessor.

- Parking Lot Parcels will be assessed at the standard rate based on their Lot Square Footage. Although these parcels do not contain any building with occupants, simply by being located in the GBD, they will receive some direct benefit in the form of new GBD maintenance services and capital improvements in the adjacent Public Realm.

New Assessments for a Change in Land Use: If any of parcel within the GBD changes land use because it is developed or redeveloped during the life of the GBD, it will be subject to the assessment rate consistent with the new Building Square Footage and use classification assigned by the Assessor as a result of the new development or redevelopment.

Assessment Rate

Tables 12 and 13 show the assessment rates for Zones I and II.

Table 12 - ZONE I: Dogpatch	
Parcel Land Use:	Assessment Rate
Commercial/Residential/Other	\$0.0951 (Building SF)
Industrial	\$0.0475 (Building SF)
Greenspace Parcels	\$0.0238 (Lot SF)
Non-Accessible Parcels	\$0.0000
Vacant/Parking Lots	\$0.0951 (Lot SF)

Table 13 - ZONE II: Northwest Potrero Hill	
Parcel Land Use:	Assessment Rate
Commercial/Residential/Other	\$0.0951 (Building SF)
Industrial	\$0.0475 (Building SF)
Greenspace Parcels	\$0.0238 (Lot SF)
Non-Accessible Parcels	\$0.0000
Vacant/Parking Lots	\$0.0951 (Lot SF)

To calculate each parcel's assessment, multiply each parcel's Building Square Footage or Lot Square Footage by the appropriate assessment rate for that Land Use.

For example, the assessment for a Commercial Parcel in Zone 1 with a 10,000 square foot building is

(10,000 x \$0.0951 = \$951.00 annual parcel assessment)

The assessment for an Industrial Parcel in Zone 1 with a 10,000 square foot building is

(10,000 x \$0.0475 = \$475.00 annual parcel assessment)

The assessment for a Greenspace Parcel in Zone 1 with a 10,000 square foot lot is

(10,000 x \$0.0238 = \$238.00 annual parcel assessment)

The assessment formula, parcel's assessable square footage multiplied by the parcel's assessment rate, is the same for every parcel in the GBD.

General Benefit in the GBD (6.79% of budget)

General Benefit: A factor of 6.79% general benefit from neighborhood parks has been applied based on results from an extensive surveying process which determined 6.79% of those surveyed were people who lived outside the proposed GBD and indicated that they use spaces within the GBD. See page 15 of the Engineer's Report for more information on General Benefit vs. Special Benefit.

The GBD must fundraise 6.79% of the budget each year to cover this General Benefit accrued to the public at large for the Maintenance and Capital Improvements service categories. Volunteer hours spent on Public Realm areas within the GBD can be quantified and used towards this fundraising goal. The GBD Manager will track volunteer hours on community maintained spaces to meet this fundraising goal.

Table 14 - Year One Assessments

Service	FY 2014/15	
	Total Budget	Amount of Assessment
Maintenance	\$159,156	\$148,349
Capital Improvements	\$164,750	\$153,564
Accountability & Citizen Service Tech	\$118,000	\$118,000
Operations and Contingency	\$72,946	\$72,946
Total	\$514,852	\$492,859

Since FY 2015/16, the District has continued to provide services as set forth above and following an initial period of capital improvements has combined the maintenance and capital budget categories so that there is greater flexibility to allocate funds among these areas to address maintenance needs. This shift does not impact the assessment formula or allocation of the assessments among the assessed parcels.

Cap on Annual Increase in Assessments of Individual Parcels

The assessment of individual parcels may be increased annually, if approved by a majority vote of the Board of Directors, but never more than the annual change in the Consumer Price Index (CPI) for all urban consumers in the San Francisco-Oakland-San Jose Metropolitan Statistical Area (PMA) or by three percent (3%), whichever is less. Any increased assessment approved by the Board of Directors shall apply equally to all parcels in the GBD. Table 15 demonstrates how a 3% increase in assessments would increase the overall budget on an annual basis, assuming the total amount of assessable square footage in the GBD does not change due to new development. When a parcel changes land use and/or gains assessable square footage due to new development, the total assessment will also change to reflect the rate applicable to the new land use and/or the net new assessable square footage added to the parcel.

Table 15 – Maximum Assessment Increase

Year of GBD	Fiscal Year	Total Maximum Annual Assessment Increase (based on 3% annual increase)	Total Maximum Annual Assessment(based on Future Development)
1	2015/2016	\$492,859.00	-
2	2016/2017	\$507,644.77	\$1,015,289.54
3	2017/2018	\$522,874.11	\$1,045,748.22
4	2018/2019	\$538,560.34	\$1,077,120.68
5	2019/2020	\$554,717.15	\$1,109,434.30
6	2020/2021	\$571,358.66	\$1,142,717.32
7	2021/2022	\$588,499.42	\$1,176,998.84
8	2022/2023	\$606,154.40	\$1,212,308.80
9	2023/2024	\$624,339.04	\$1,248,678.08
10	2024/2025	\$643,069.21	\$1,286,138.42
Cumulative Total		\$5,650,076.09	\$10,314,434.20

Future Development

As a result of continued development, the GBD may experience the addition or subtraction of assessable footage for parcels included and assessed within the GBD boundaries. For example, the San Francisco Planning Department's Eastern Neighborhoods pipeline report in Q4, 2013 anticipates 1,720,000 net new assessable square footage in Zone 1 and 4,000 net new assessable square footage in Zone 2 over the next 10 years. The modification of parcel improvements assessed within the GBD may then change upwards or downwards the amount of total footage assessment for these parcels. Pursuant to Government Code 53750, total footage for parcels will be assessed on a prorated basis from the date each respective parcel receives a temporary and/or permanent certificate of occupancy. As a result, a district's total revenue will increase when parcels in the GBD are redeveloped, resulting in an increase in assessable square footage, and shall not require a vote as methodology and assessment rates do not change.

Referring to Section 36622(d) of the 1994 California Code, the improvements, maintenance and activities proposed for the first year of operation are expected to be the same in each subsequent year of the GBD (please refer to Section V, Table 4 for a description of those activities). Section 36622(d) also requires that the Management Plan establish a maximum annual budget for each year.

GBD services may increase over time as a result of new assessable square footage of residential and commercial development added within the GBD and, as such, the budget for GBD services shall increase proportionately to the increase in net new assessable square footage added to the GBD. It is important to emphasize that the GBD assessment rate methodology shall not change during the term of the GBD, so any increases to the GBD budget shall result solely from one of the two following circumstances:

- 1) The addition of newly created assessable square footage in the GBD; or
- 2) GBD Board of Director's approval of an annual adjustment to reflect annual increases in CPI, up to a maximum of three percent (3%), whichever is less.

To ensure that the GBD captures all newly created assessable square footage, the maximum amount that the annual budget (as demonstrated in Table 15) could increase is set at 100% of the

previous year's budget. This will ensure that new development on parcels in the GBD pay assessments in strict proportion to the special benefits received by such parcels, and that any increases for the cost for GBD services can grow in proportion to the demand generated by new residents, office workers and visitors who occupy, use and enjoy such newly created assessable square footage.

In future years, the assessments for the special benefits bestowed upon GBD parcels may change only in accordance with the assessment methodology formula listed in the Management Plan and Engineer's Report. A Proposition 218 ballot is required to change the assessment formula to increase assessments. The Board of Supervisors must approve any change to the assessment formula that reduces assessments.

Time and Manner of Collecting Assessments

As provided by the Property and Business Improvement District Law of 1994 (CA Streets and Highways Code 36600 et. Seq), the GBD's assessment shall appear as a separate line item on annual property tax bills prepared by CCSF. The GBD assessment is due on the same schedule that Property Tax bills are due, which is November 1st, and February 1st, with the bill becoming delinquent at the close of business December 10th and April 10th, respectively. The total bill may be paid with the first installment. The first installment of the GBD assessment will be due on the 1st property tax bill due date following formation.

Management of the GBD

Upon establishment of the GBD at the Board of Supervisors hearing, the GBD Formation Committee (which is open to all community stakeholders) shall continue to serve until the formation of an Owners' Non-Profit Corporation is complete, business registration is obtained, by-laws are drafted and adopted, and insurance obtained. Then the first GBD Board of Directors shall be elected.

Duration of Assessment

If the proposed GBD is formed by the Board of Supervisors (following the ballot election and public hearing), assessments would be collected for 10 years (November 1, 2015 – October 31, 2025). Expenditure of those collected assessments may continue for up to 6 months after the end of the assessment collection period (through December 31, 2025), at which point if the GBD is not renewed, the GBD terminates. (see Appendix A - *Governance of the Dogpatch & NW Potrero Hill GBD*).

Disestablishment

Each year the Dogpatch & NW Potrero Hill GBD is in existence, there will be a 30-day period during which property owners will have the opportunity to request disestablishment of the GBD. This 30-day period begins each year on the anniversary of the date that the GBD was established. If within that 30-day period, a written petition for disestablishment is submitted by the owners of real property who pay 50% or more of the assessments levied, the Board of Supervisors may disestablish the GBD.

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

A supermajority (8 members) of the Board of Supervisors may initiate disestablishment proceedings for any reason, except where there are any outstanding bonds, financing, leases, or other similar obligations of the City, payable from or secured by assessments levied within GBD that must be paid prior to disestablishment of the GBD.

I. TIMELINE FOR FORMATION

Present Draft Management Plan to Community for Feedback	October 26 & 28, 2013
Final Approval of Management Plan by Formation Committee	January 27, 2014
Submit Final Draft Management Plan & Engineer's Report to OEWD	February 21, 2014
Final Draft Management Plan and Engineer's Report Ready	March, 2015
Distribution of Petition	March-April, 2015
Complete Petition Package Submitted to BOS	April, 2015
BOS Introduces Resolution of Intent	May 2015
GAO Committee Hearing on Resolution of Intent	May 2015
BOS Votes of Resolution of Intent	May 2015
Department of Elections Mails Ballots to Property Owners	May 2015
Ballot Period Ends	July 2015
BOS Hearing and Election	July 2015
GBD Formed, Assessment Roll and executed Resolution submitted	July 2015
Collection of first year's assessment	November 2015
Services Begin	2016

APPENDICES

A. GOVERNANCE OF THE DOGPATCH & NW POTRERO HILL GBD

Owner's Non-Profit Association Board of Directors

By-laws will be written by the GBD Formation Committee of (the "Interim Board") stating requirements for the permanent Board of Directors' composition, responsibilities, and election process.

To ensure equitable opportunity and representation on the permanent Board of Directors, the following guidelines, shall be used by the Interim Board in drafting of the owners' non-profit corporation by-laws:

Board Member Elections:

- Requests for nominations shall be posted in the local paper, on the GBD website and shall be emailed to all email lists registered with the GBD.
- Nominations for Board of Directors positions will be accepted in person at a scheduled Interim Board meeting, which shall be noticed on the GBD's website at least three weeks in advance of the meeting.
- Ballots will be mailed to property owners and will need to be mailed back within 3 weeks, or submitted in person at a scheduled Board meeting, which shall be noticed on the GBD's website at least three weeks in advance of the meeting.
- A "Good Governance Committee" selected by the Interim Board will count ballots and be witnessed by at least one non-Board member.
- Final results will be announced at the next scheduled Interim Board meeting.

Board of Directors Composition:

- 10-14 members
- Geographic distribution reflecting the budget ratio between zones: 80% from Zone 1 and 20% from Zone 2
- 60% property owners, at least half of which must hold primary residence within the GBD
- 40% non-property owners, half of which should be green space advocates with substantial experience, and 2 of which should represent residential and commercial tenants

Board Member Terms:

- Board Members will be appointed for a maximum term of 5 years (50% of Board members will start with one-year terms to allow for staggered terms to prevent wholesale change of the Board)

Responsibilities:

- Hiring of the GBD Manager to execute services outlined in the Management Plan
- Budget management, including reallocation of funding within service categories
- Establishment of rules and regulations to be employed in the administration of the GBD
- Advocating for the interests of the GBD and active pursuit of outside funding to leverage GBD investments

- “Green Thumb” Guideline: all board members should demonstrate a willingness to learn about, professional experience in, or a demonstrated interest in green infrastructure, public realm enhancement, and neighborhood livability issues. Additionally, the Board should work closely with the SFPUC to comply with storm water guidelines for any projects within the GBD.

Board members are volunteers, and shall not receive compensation or benefits.

Public Access & Transparency

The owners’ non-profit corporation of the GBD is required to comply with specified state open meeting and public records laws, the Ralph M. Brown Act (Government Code §§54950 et. seq.) and the California Public Records Act (Government Code §§6250 et. seq.). Brown Act compliance is required when GBD business is heard, discussed, or deliberated, and Public Records Act compliance is required for all documents relating to GBD business.

Conflict of Interest Policy

The Board of Directors and the owners’ non-profit corporation will develop and be subject to standard non-profit rules of governance, including ethical rules governing disclosure of conflicts of interest and prohibitions against self-dealing. The policy will:

- Require those with a conflict (or who think they may have a conflict) to disclose the conflict/potential conflict
- Recuse and prohibit financially interested board members from any matter that gives rise to a conflict between their personal financial interests and the GBD’s interests

A. GUIDELINES FOR CAPITAL IMPROVEMENTS FUNDING AND ADMISSION OF NEW GREEN SPACES OF THE GBD

Capital Improvements Funding Guidelines

Stewards of existing and potential Open Spaces, Parks, Parklets, Plazas, Parklets, Sidewalk Greenings, Green Infrastructure and Gardens within the Public Realm areas within the GBD boundaries may apply for capital funding on a semi-annual basis (see Glossary – Appendix E for definitions of capitalized terms). The Board of Directors will develop full funding criteria based on the following guidelines:

- *Land Ownership and Public Access:* The property to receive capital funding for improvements may be public or private but must be a Publicly Accessible Property in a Public Realm area.
- *Potential for Neighborhood Stewardship:* Letters of support and commitment from neighbors, businesses, or community groups demonstrating support for, and an interest in, stewarding the improvement with maintenance and operations support from the GBD.
- *Benefits a broad range of users:* A qualitative and quantitative measure of how the new capital improvements will benefit a broad range of users.
- *Enhances Public Safety:* A qualitative and quantitative measure of how the new capital improvements will positively impact the general public safety.
- *Enhances Neighborhood Social Cohesion:* A qualitative and quantitative measure of how the new capital improvement will impact social cohesion in light of new neighbors mixing with current neighbors.
- *Neighborhood Health Benefits:* A qualitative and quantitative measure of how the new capital improvements will impact health benefits in the neighborhood.
- *Environmental Stewardship:* A qualitative and quantitative measure of how the new capital improvements will impact the environment.

Guidelines for Admission of New Green Spaces to the GBD

Any individual who lives, works or owns property within the boundaries of the GBD may nominate new Green Spaces located within the GBD boundaries that have been identified in Maps 3-6 for inclusion in its maintenance and operations service area during the term of the GBD (although Maps 4 and 5 show some aspirational projects that extend beyond the GBD boundaries, GBD funds will be provided only to the sections of those projects that fall within the GBD boundaries). Upon nomination, the Board of Directors shall determine (1) if the Green Space meets the guidelines set forth in the Capital Improvements Funding Guidelines (above) and (2) there are sufficient funds in the GBD budget to support the increased maintenance and operations expenses required to add the space. If the Board of Directors finds that both requirements above are met, they shall add the Green Space or Green Infrastructure to the maintenance and operations service area.

A. GBD OUTREACH

Community Outreach to Develop Service Plan

The service plan for the Dogpatch & NW Potrero Hill GBD outlined in this Management Plan reflects an extensive outreach process on the part of the Formation Committee and the committee's closely collaborating strategic partner, Build Public. In addition to ongoing, informal engagement with neighbors on the topic of establishing a Dogpatch & NW Potrero Hill GBD, the Formation Committee performed an extensive survey using sophisticated methods provided by a *pro bono* consultant, hosted several public workshops to gain insight from neighbors, and held a "Green Vision Charrette" with community members, professionals, and city employees to solicit ideas for capital projects for the GBD.

Green Spaces Survey Outreach

In the spring of 2013, the Formation Committee distributed online and paper versions of a Green Spaces Survey, asking neighbors to share how they use green space in the neighborhood, as well as their opinions and priorities for potential services of the Dogpatch & NW Potrero Hill GBD. Distribution of the survey is outlined below:

- The survey was available in hard copy and online in English, Spanish, and Chinese.
- Hard copies were available at three neighborhood locations with signs (Rickshaw Bagworks, NABE, and Christopher's Books).
- A notice (in English, Spanish, and Chinese) was mailed to every address in the study area (approximately 4,950), using the City Assessor's data, announcing the survey with a link to the online survey, the locations of the hard copy surveys, and a phone number to call for help if neither of these options accommodated their needs.
- 1/2 page advertisement ran in the May edition of the Potrero View with survey link URL and locations of the hard copy surveys.
- Easels were placed on the sidewalk at 4 locations with flyers that had the link URL and hard copy pick up locations.
- Formation Committee members posted and passed out flyers, and notified their respective networks and membership lists: HOA message boards and email lists, school parents email groups, Potrero Boosters email list, Dogpatch Neighborhood Association (DNA) email list, Mariposa Utah Neighborhood Association (MUNA) email list, Progress Park email list and Facebook page, etc.
- The survey was announced repeatedly on the social networking sites: [NextDoor-Dogpatch](#) and [NextDoor-Potrero Hill](#).
- The survey was announced in Supervisor Malia Cohen's May E-Newsletter.
- A link was posted on the Dogpatch & NW Potrero Hill GBD website www.phd-gbd.org.
- Blogs posts articles with survey link throughout the survey period:
 - ! sf.curbed.com on 5/2/2013 and 5/21/2013
 - ! d10watch.blogspot.com on 5/1/2013 and 5/23/2013
 - ! www.dogpatchhowler.com on 5/1/2013

Green Spaces Survey Response Rate and Results

Over 650 neighbors in the Dogpatch and Potrero Hill neighborhoods completed responses to the survey. This sample size has a maximum sampling error of +/-3.8 percentage points at a 95% confidence level. The data were weighted to reflect the Potrero Hill-Dogpatch (PHD) study-area population of approximately 60% renters, 40% property owners. The data were tabulated by Research Data Technology and overseen by Boston Research Group, both of which worked pro bono on the design, implementation, and data analysis of the survey.

The overall survey results showed a strong interest in the Dogpatch & NW Potrero Hill GBD, and a willingness to pay for enhanced services to open spaces, parks, and gardens. 74% of residential property owners and 55% of commercial property owners indicated that they were very or somewhat willing to pay an assessment. 54% of all respondents indicated that they would support formation of the Dogpatch & NW Potrero Hill GBD; an additional 40% felt the Dogpatch & NW Potrero Hill GBD was an interesting idea but that they would need more information.

Response to the survey from Dogpatch (9% of the total study area) was particularly strong, with 38% of all survey responses coming from North, Historic, and Baja Dogpatch. Dogpatch also showed a stronger willingness to pay, with 85% of residential property owners and 70% of commercial property owners very or somewhat willing to pay an assessment for the Dogpatch & NW Potrero Hill GBD, as compared to all other areas (74% of residential and 55% of commercial property owners).

Safety, lighting, greening of existing community maintained open space, parks, and gardens, and the creation of new spaces emerged as top priorities in the survey results. This information gathered in the survey guided the committee's development of services to be provided by the Dogpatch & NW Potrero Hill GBD and this Management Plan. The full results of the survey can be found at: http://phd-gbd.org/assets/green-spaces-survey_summary.pdf

Park Stewards Survey Outreach

Over the summer of 2013, a special survey was developed to interview stewards of open spaces, parks, and gardens (both those created and maintained by community volunteers and those under Rec and Park or other agencies) to further specify needs and budgets on a site-by-site basis. The results of this survey were used to cross-check the professional budgeting work conducted by Build Public and its sub-consultants.

Public Workshops

The Formation Committee hosted 6 public workshops: 2 following the survey to receive additional community feedback about priorities and services, 1 specifically for park stewards, City staff, and other "green experts," and 3 following the development of an initial draft of the management plan and budget. Feedback was received on services and structure proposed in the management plan.

- GBD Workshop 1A: March 30th, year, 2:00pm-4:00pm, the Neighborhood House, 953 De Haro St.
- GBD Workshop 1B: April 6th, 2013, 2:00-4:00pm, Rickshaw Bagworks, 904 22nd Street
- Green Experts Focus Group: Month Day, 2013, 5:30pm-7:00pm, The Neighborhood House, 953 De Haro Street
- GBD Workshop 2A: October 26th, 2013, 12:30pm-2:30pm, The Workshop Residence, 833 22nd St.

- GBD Workshop 2B: October 28th, 2013, 6:30-8:30pm, Slovenian Hall, 2101 Mariposa Street
- GBD Workshop 3: November 16th, 2013, 12:30pm-2:30pm, Rickshaw Bagworks, 904 22nd Street

In addition to hosting these public workshops, the Formation Committee attended several meetings of neighborhood groups to present the GBD concept and draft management plan and solicit feedback:

- Potrero Boosters Meeting: October 29th, 2013, 7:00-8:30pm, The Neighborhood House, 953 De Haro Street
- MUNA Meeting: November 18th, 7:30-9:00pm, 2013, location
- Potrero-Dogpatch Merchants Association (PDMA) Meeting: November 11th, 9:45am-11:00am, Goat Hill Pizza, 2013, 300 Connecticut Street
- DNA Meeting: November 11th, 7:00pm-8:30pm, 2013, UCSF, 654 Minnesota Street

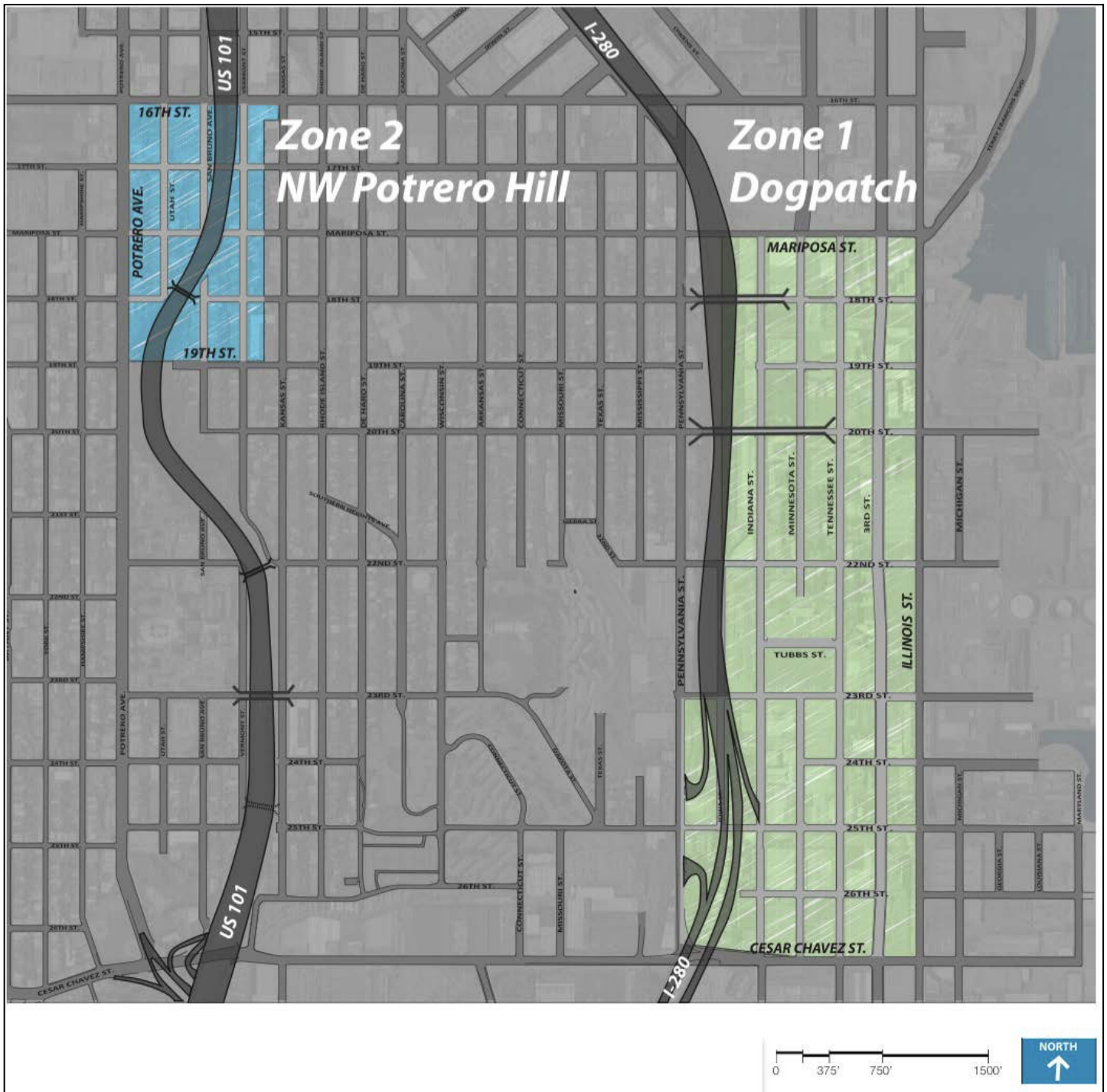
Green Vision Charrette

The Formation Committee also conducted a “Green Vision Charrette” on Monday, October 14th, 2013 to explore potential future capital projects for the GBD. This focused on green infrastructure and Eco-District projects. Community members, professional landscape designers with experience in green infrastructure, and SF Planning’s director of a new “Eco-Districts” program met and discussed potential improvements in focused areas using maps and sharing experiences and needs on specific streetscapes, intersections, open spaces, parks, and gardens. Particular attention was given to rainwater capture and permeable sidewalks, enhancing local beauty and ecology, and improving public health and safety. The outcome of that charrette process was presented in the subsequent workshops, and can be found in the Green Vision Plan, and accompanying document that outlines potential future projects for the GBD.

B. GBD MAPS

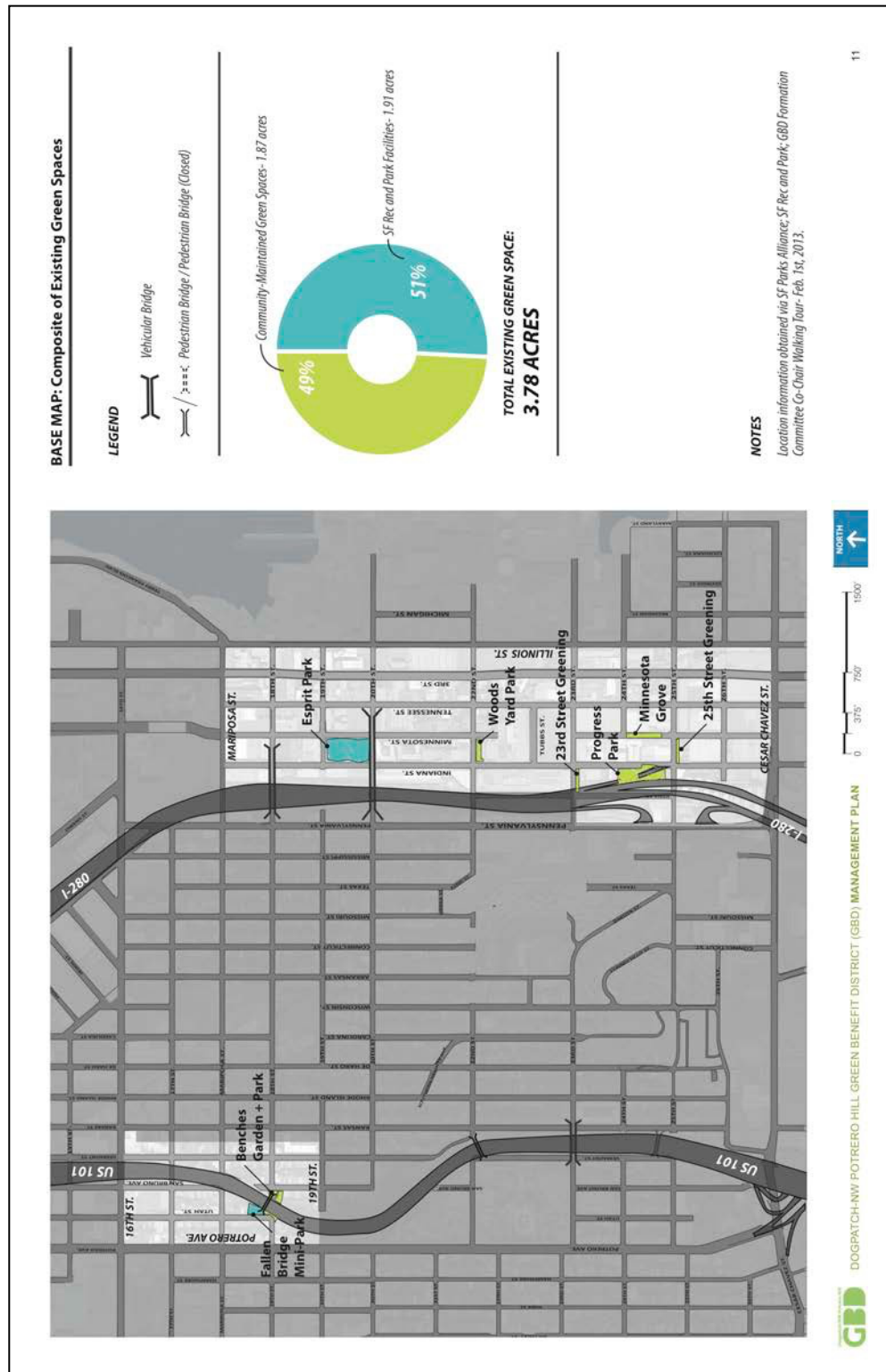
More detailed maps of each zone are available in Attachment A of the Engineer's Report.

Map 1 – GBD Zones



Map 2 – Existing Green Spaces

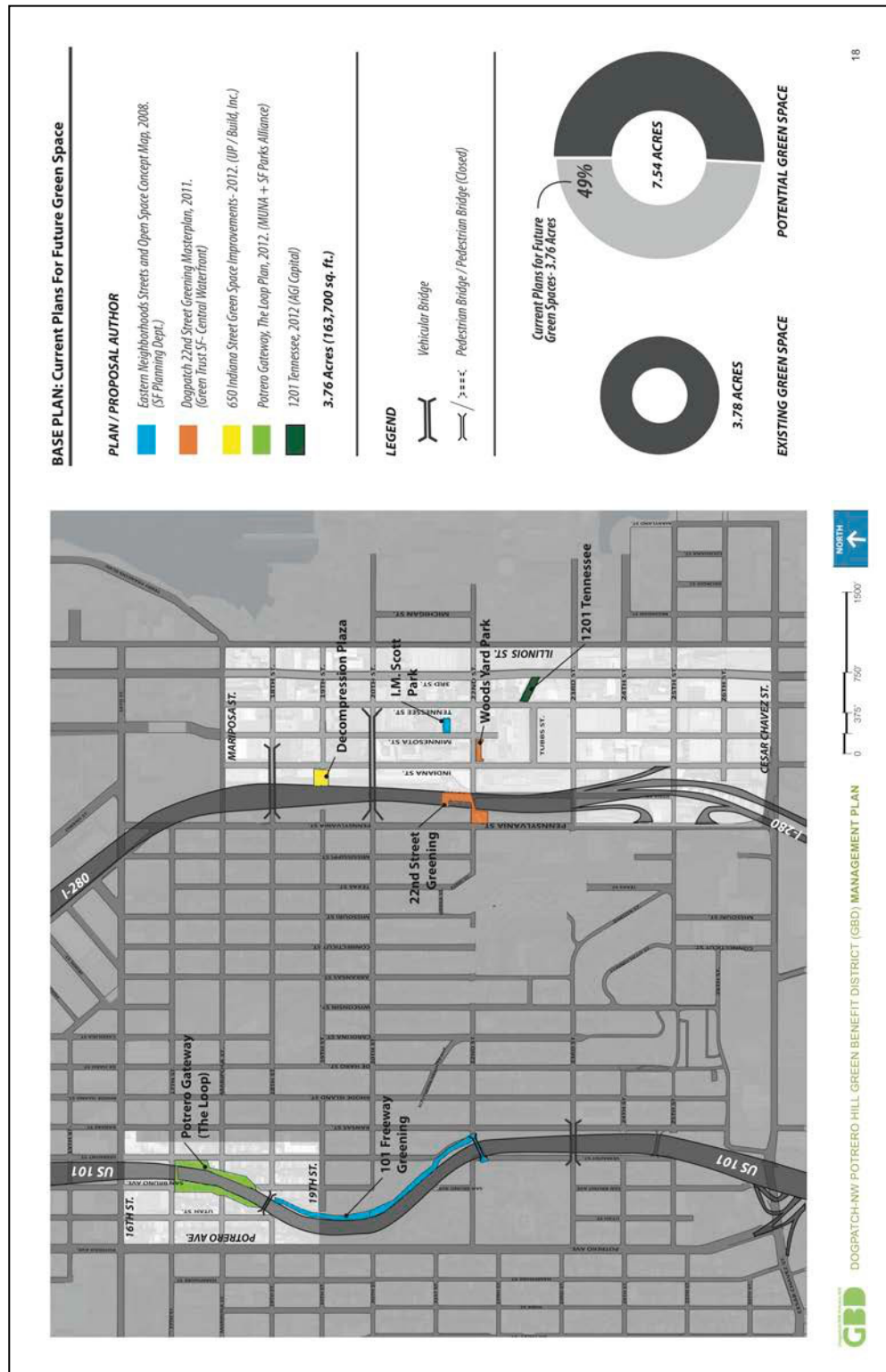
This map documents the existing Green Spaces in each zone, distinguishing between the community-maintained Green Spaces and those maintained by SF Recreation and Park.



Credit: CMG Landscape Architecture

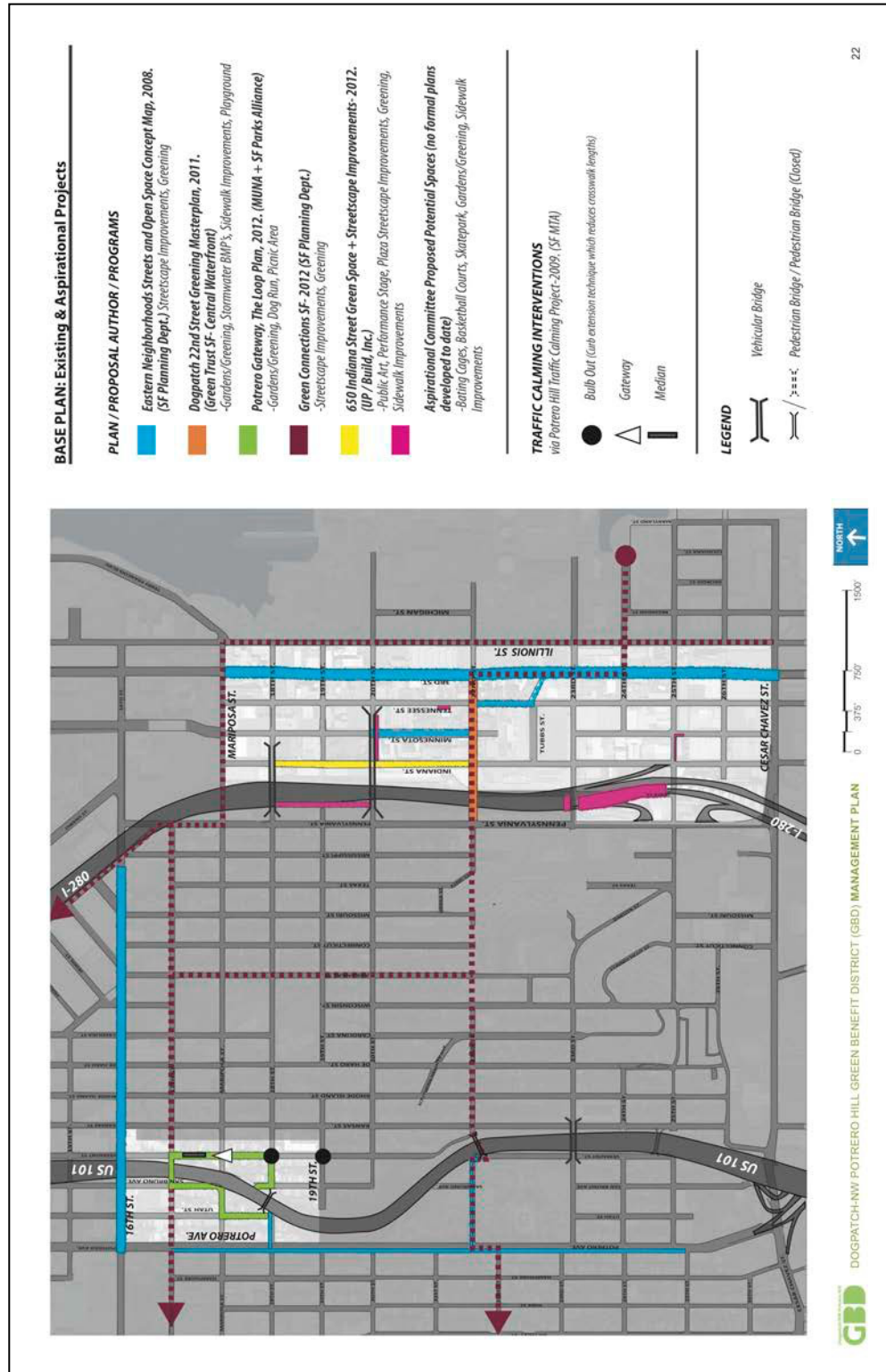
Map 3 – Current Plans for Future Green Spaces

This map documents future Green Spaces for which plans already exist in each zone, distinguishing the spaces by plan and author.



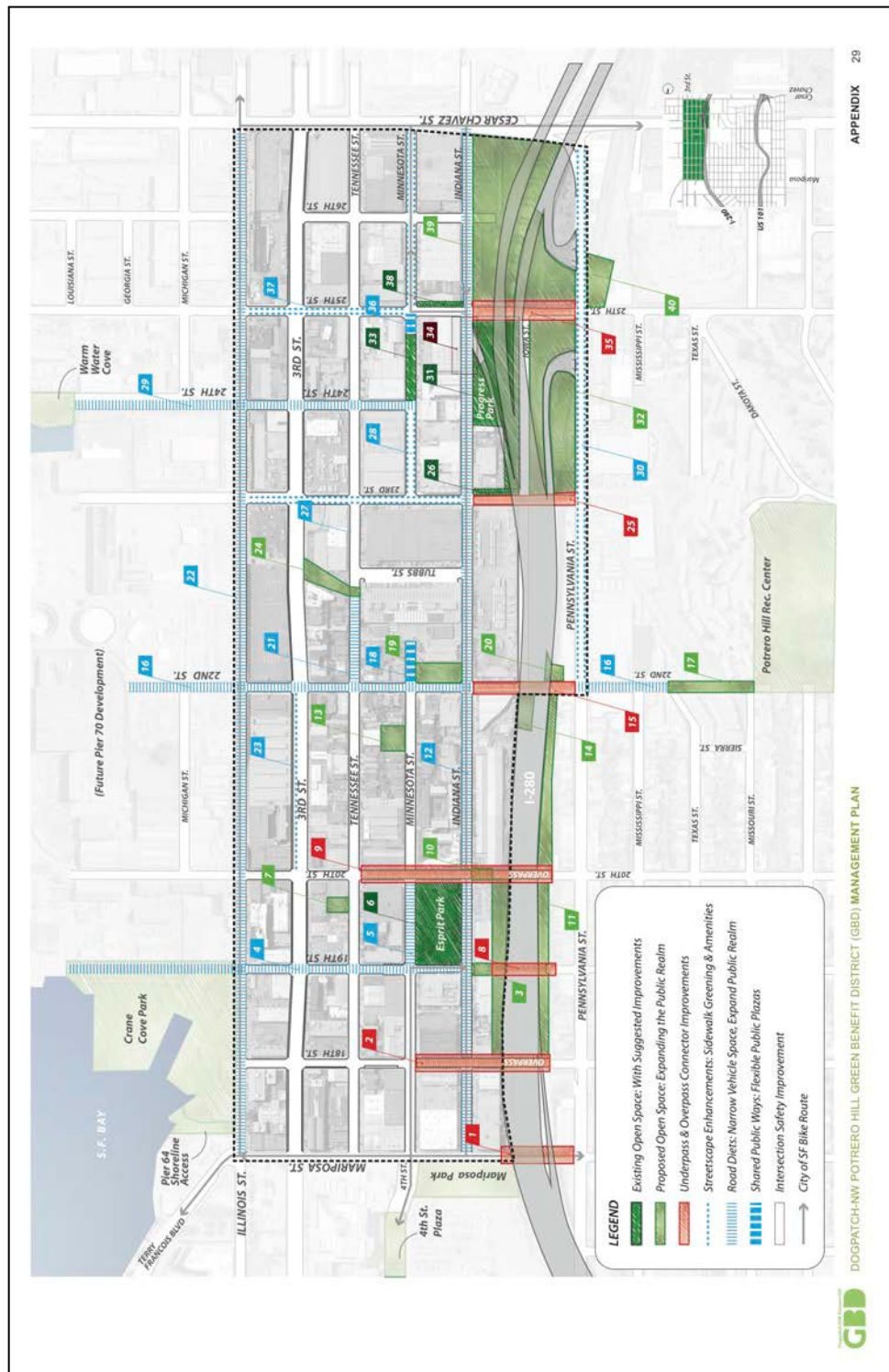
Map 4 – Aspirational Projects

This map documents aspirational Green Spaces in each zone, distinguishing the spaces by plan and author.



Credit: CMG Landscape Architecture

Map 5 – Aspirational Projects Plan: Zone 1 – Dogpatch



Credit: CMG Landscape Architecture

These maps show some aspirational projects that extend beyond the GBD boundaries. Should any of these projects be completed in the future, GBD funds will be provided only to the sections of those projects that fall within the GBD boundaries. To see these maps in greater detail, see Chapter 3 of the Green Vision Plan, available as Attachment D of the Engineer's Report on the GBD website ([GreenBenefit.org](https://www.greenbenefit.org)).

03 ASPIRATIONAL PROJECTS

DOGPATCH (ZONE 1) VISIONING EXERCISE

These notes were generated via the Green Benefit District Workshop on October 14, 2013. The following is a summary of ideas from the visioning exercise and their corresponding locations.

Mapping Exercise Ideas

Bike Share Stations
Protected Bike Lanes
Local Market
Family Friendly Restaurants
More Housing
Floating Beer Garden
Clean Sidewalks
Potential Road Diet
Wayfinding / Signage (to freeway)
Suite of street furnishings (not patchy)
Walkability (lighting, sidewalks, pleasing and safe)
Minnesota St (good for biking)
Move dogs/playground from Esprit Park
Connection to Crane Cove Park
More greening
Green Alleyway
Solar Panels
Scott House School Greening/Gardens/Sidewalks
Green Sidewalks
Widen Sidewalks
Lighting under 280 Freeway
Program space under 280 Freeway
Food trucks, dogpark, sheltered market
replace Caltrain Bridge
Lighting, Greening, Bulbouts, better sidewalks
Better Connections to Progress Park
Caltrain Bridge Repair
Greening
Solar Panels (attach to side of freeway?)
Lighting
Historic Trolley Cars at T-Line
Lighting under 280 Freeway
Murals at Building
Shared public way
Trash cleanup, pervious paving, farmers mkt
Natural Amphitheater (Dumping)
I-280 Columns- Marigold yellow with Murals

Location

Various NIS Streets

3rd Street

19th Street
3rd and 23rd
Tubbs and Tenn. St.
MUNI Building Roof

Minnesota between 22nd and 20th
Indiana between 22nd and 23rd

at 22nd street
I-280 at 22nd street
22nd and Penn. Streets
along 22nd street
along Indiana Street
23rd Street at I-280
East Side of I-280
along 23rd Street
3rd Street
along 25th Street
24th and Tennessee
Tenn. Street between 23rd and 24th
Tenn. Street between 23rd and 24th
Caltrain tunnel at Penn. Street and 25th
25th Street at I-280

DOGPATCH (ZONE 1) GREEN VISION PLAN

The subsequent plan and idea inventory are a culmination of these exercises and can serve the GBD as a point of beginning for future neighborhood improvements.

The Vision Plan aims to make stronger east-west connections. The Dogpatch neighborhood is an important interface between Potrero Hill and The Bay, and the plan seeks to reinforce and highlight those connections through improved green spaces and pedestrian amenities. In particular, 19th Street connects Dogpatch to Crane Cove Park, 22nd Street connects Potrero Hill Recreation Center to the future Pier 70 Development, and 24th Street connects Progress Park to Warm Water Cove. These primary east-west connections become both stormwater treatment systems and pedestrian amenities that reinforce the drainage patterns of the site, connecting hilltop to Bay.

The primary north-south connections through the neighborhood for pedestrians and cyclists is Indiana Street, a green spine off of which stem the neighborhood's major open spaces: Progress Park, Esprit Park, Woods Yard Park, and future green spaces. The Vision Plan proposes a "road diet" for Indiana Street, taking advantage of its large right-of-way to create a programmed linear park with amenities that create a network of neighborhood green spaces.

These connections will support green infrastructure improvements. The Vision Plan and Ideas herein provide the ingredients for a potential Eco-District. For instance, the overpasses can serve as solar farms, which can power new street and park lighting to provide nighttime safety and illuminated gateways from the west. This would assure the infrastructure and make the I-280 underpass a unique and more welcoming threshold into the neighborhood.



Credit: CMG Landscape Architecture

<p>2 Mariposa Gateway Provide gateway and enhanced pedestrian streetscape experience with art and light. Design in conjunction with Green Connections SF.</p> <p>ROLE: <input checked="" type="radio"/> Lead <input type="radio"/> Initiate <input type="radio"/> Assist <input type="radio"/> Advocate</p> <p>PARTNERS: Planning, Caltrans, DPW</p> <p>STATUS: </p>	<p>3 Minnesota St. Road Diet & Esprit Park Expansion Reconfigure parking to allow for more generous sidewalks, greening, social spaces and sustainable infrastructure. Expand Esprit Park into streetscape. Provide bike share pod.</p> <p>ROLE: <input type="radio"/> Lead <input checked="" type="radio"/> Initiate <input type="radio"/> Assist <input type="radio"/> Advocate</p> <p>PARTNERS: DPW, SFRP</p> <p>STATUS: </p>	<p>5 20th St. Overpass Solar Farm Install Photovoltaic cells to overpass structure to power underpass art installations.</p> <p>ROLE: <input type="radio"/> Lead <input type="radio"/> Initiate <input type="radio"/> Assist <input checked="" type="radio"/> Advocate</p> <p>PARTNERS: DPW, Caltrans</p> <p>STATUS: </p>
<p>2 18th St. Overpass Solar Farm Install photovoltaic cells on overpass structure to power underpass art installations and neighborhood lighting.</p> <p>ROLE: <input type="radio"/> Lead <input type="radio"/> Initiate <input type="radio"/> Assist <input checked="" type="radio"/> Advocate</p> <p>PARTNERS: Planning, Caltrans, DPW</p> <p>STATUS: </p>	<p>4 Esprit Park Playground & Dog Park Provide adequate space and facilities for Esprit Park's multiple users. Advocate for strategic capital improvements and event programming.</p> <p>ROLE: <input type="radio"/> Lead <input type="radio"/> Initiate <input checked="" type="radio"/> Assist <input type="radio"/> Advocate</p> <p>PARTNERS: SFRP</p> <p>STATUS: </p>	<p>10 20th St. Underpass Courts Install or maintain underpass space providing recreational amenities such as basketball, badminton, tennis and/or handball.</p> <p>ROLE: <input type="radio"/> Lead <input type="radio"/> Initiate <input checked="" type="radio"/> Assist <input type="radio"/> Advocate</p> <p>PARTNERS: SFRP, DPW</p> <p>STATUS: </p>
<p>3 Decompression Plaza Planned public plaza will provide cafe seating, event space/stage and public art. Assist in design, programming and maintenance support.</p> <p>ROLE: <input type="radio"/> Lead <input checked="" type="radio"/> Initiate <input type="radio"/> Assist <input type="radio"/> Advocate</p> <p>PARTNERS: LUP Urban, Build Inc., DPW</p> <p>STATUS: </p>	<p>7 La Scuola Parco Work with school to better design their open space to serve the surrounding neighborhood on weekends and holidays. Assist in maintenance and security of the new park.</p> <p>ROLE: <input type="radio"/> Lead <input type="radio"/> Initiate <input type="radio"/> Assist <input checked="" type="radio"/> Advocate</p> <p>PARTNERS: SFUSD</p> <p>STATUS: </p>	<p>11 Isaiah Nelson Hanging Gardens Provide maintenance and replanting. Extend gardens southward along embankment</p> <p>ROLE: <input type="radio"/> Lead <input checked="" type="radio"/> Initiate <input type="radio"/> Assist <input type="radio"/> Advocate</p> <p>PARTNERS: SFRP, DPW</p> <p>STATUS: </p>
<p>4 19th St. Road Diet Reconfigure parking to allow for more-generous sidewalks, greening, neighborhood social spaces and sustainable infrastructure. Provide pedestrian and bike linkage from Decompression Plaza to Crane Cove Park.</p> <p>ROLE: <input type="radio"/> Lead <input checked="" type="radio"/> Initiate <input type="radio"/> Assist <input type="radio"/> Advocate</p> <p>PARTNERS: Planning, Caltrans, DPW</p> <p>STATUS: </p>	<p>6 Overlook and Pedestrian Bridge Utilize 19th Street dead-end for potential overlook. Design pedestrian bridge over I-280 to land at Decompression Plaza.</p> <p>ROLE: <input type="radio"/> Lead <input checked="" type="radio"/> Initiate <input type="radio"/> Assist <input type="radio"/> Advocate</p> <p>PARTNERS: DPW, Caltrans, PD</p> <p>STATUS: </p>	<p>12 Indiana St. Park Way Reconfigure parking to allow for more generous sidewalks, greening, social spaces and sustainable infrastructure. Could be a linear park that links existing and proposed green spaces.</p> <p>ROLE: <input type="radio"/> Lead <input checked="" type="radio"/> Initiate <input type="radio"/> Assist <input type="radio"/> Advocate</p> <p>PARTNERS: SFRP, DPW, PD</p> <p>STATUS: </p>



Credit: CMG Landscape Architecture

27

25th St. Enhancements

Provide streetscape improvements including amenities and sidewalk greening.

ROLE: ☒ Lead ☐ Initiate ☐ Assist ☐ Advocate

PARTNERS: DPW

STATUS:

Concept

Design
Drawings

Financing

Construction

Completion

28

25th St. Greening

Provide maintenance and expansion of greening efforts (See also 37).

ROLE: ☐ Lead ☐ Initiate ☒ Assist ☐ Advocate

PARTNERS: DPW

STATUS:

Concept

Design
Drawings

Financing

Construction

Completion

29

Progress Park Expansion

Advocate for neighborhood serving open space beneath I-280.

ROLE: ☐ Lead ☐ Initiate ☐ Assist ☒ Advocate

PARTNERS: Caltrans

STATUS:

Concept

Design
Drawings

Financing

Construction

Completion

30

Tunnel Top Park

Advocate for neighborhood serving open space improvements above Caltrans tunnel portal.

ROLE: ☐ Lead ☐ Initiate ☒ Assist ☐ Advocate

PARTNERS: DPW

STATUS:

Concept

Design
Drawings

Financing

Construction

Completion

41

[Your Name Here]

ROLE: ☐ Lead ☐ Initiate ☐ Assist ☐ Advocate

PARTNERS:

STATUS:

Concept

Design
Drawings

Financing

Construction

Completion

42

[Your Name Here]

ROLE: ☐ Lead ☐ Initiate ☐ Assist ☐ Advocate

PARTNERS:

STATUS:

Concept

Design
Drawings

Financing

Construction

Completion

LEGEND

ROLES

Lead
GBD assumes leadership responsibilities for seeing the project / initiative through from beginning to end. Implementation steps may include:
- Fundraising
- Project management
- Hiring of consultants

Initiate
GBD advances the project / initiative by leading the initial steps of the project / initiative and handing off leadership to the appropriate party. Implementation steps may include:
- Initial fundraising
- Leading required further study / analysis to establish the project requirements
- Outreach to potential project managers / leaders and coordination of responsibilities and guidelines for completion
- Assistance in fundraising, endorsement and approval

Assist
GBD can lend support to project leaders of existing planning / design project.

Advocate
GBD endorses the initiative, advocates it in the public forum and planning and development opportunities, and recommends it to potential project leaders.

ABBREVIATIONS

Caltrans	California Department of Transportation
DPW	Department of Public Works
MUNA	Mariposa-Utah St. Neighborhood Association
PD	City of San Francisco Planning Department
SFAC	San Francisco Arts Commission
SFMTA	San Francisco Municipal Transportation Agency
SFMOI	San Francisco Mayor's Office of Innovation
SFRP	San Francisco Recreation and Park
SFUSD	San Francisco Unified School District

Credit: CMG Landscape Architecture

DOGPATCH-NW POTRERO HILL GREEN BENEFIT DISTRICT (GBD) MANAGEMENT PLAN

DOGPATCH & NORTHWEST POTRERO HILL GREEN BENEFIT DISTRICT

48

Map 6 – Aspirational Projects Plan: Zone 2 – Northwest Potrero Hill



Credit: CMG Landscape Architecture

These maps show some aspirational projects that extend beyond the GBD boundaries. Should any of these projects be completed in the future, GBD funds will be provided only to the sections of those projects that fall within the GBD boundaries. To see these maps in greater detail, see Chapter 3 of the Green Vision Plan, available as Attachment D of the Engineer's Report on the GBD website ([GreenBenefit.org](https://www.greenbenefit.org)).

03 ASPIRATIONAL PROJECTS

NW POTRERO HILL (ZONE 2) VISIONING EXERCISE

These notes were generated via the Green Benefit District Workshop on October 14, 2013. The following is a summary of ideas from the visioning exercise and their corresponding locations.

Mapping Exercise Ideas

Lighting and Programming/Retail
 Layer parking, stormwater management, greening
 Parking and park
 Stormwater management Best Management Practices
 Eating/gathering space
 Activate green sidewalks
 Bicycle safety stop
 LOOP Plan
 Traffic Calming
 Sidewalk BMP (utilize curb cuts, topography)
 Sidewalk greening
 Biofiltration
 Freeway Dust Filtering
 Air Filter Tree Forest
 Forest (art, up lighting, gateway elements, various species: palms)
 Pedestrian Bridge beautification (art, planting, lighting)
 Event/Gathering space
 Stormwater BMP
 Sidewalk greening
 THEMES: Serpentine Soils, Slopes, Freeway
 Air filter Forest land bridge
 Extend Air Filter Forest into neighborhoods via street trees
 Pedestrian/Bike trail
 Potrero Ave Sidewalk upgrades

Location

Under 101 @ 17th
 Under 101 @ 17th
 Under 101 @ 17th
 San Bruno and 17th
 San Bruno & 17th
 Under 101 @ 17th
 17th and Vermont, San Bruno
 US 101 offramp @ Mariposa
 US 101 offramp @ Mariposa
 San Bruno between 18th and 19th
 San Bruno between 18th and 19th
 Mariposa between Utah and Potrero
 18th between Utah and Potrero
 US 101
 Adjacent to US 101
 Adjacent to US 101
 18th and US 101
 San Bruno and 18th
 San Bruno and 18th
 18th between San Bruno and Vermont
 n/a
 19th and US 101
 various
 Westside of US 101
 between 16th and Mariposa

NW POTRERO HILL (ZONE 2) GREEN VISION PLAN

The subsequent plan and idea inventory are a culmination of these exercises and can serve the GBD as a point of beginning for future neighborhood improvements.

More so than Zone 1, Zone 2 is literally divided in half by US-101. The primary goal of the Green Vision Plan is to assure that divide and better link the neighborhoods east to west. To achieve this, the Vision Plan proposes to widen the pedestrian bridge crossing over US-101, creating a larger, unifying park that combines Falling Bridge and Benches Park into a bridging neighborhood amenity. The Plan also takes advantage of the Caltrans easement along US-101 by proposing a Potrero Air Filter Forest, where carefully selected vegetation filters particulate matter from freeway pollution. Within the Forest, a trail system connects the future Potrero Bridge Park with McKinley Square and the 22nd Street Pedestrian Cycle bridge, expanding the neighborhood LOOP Plan from 17th Street all the way to 22nd Street.

Like Zone 1, these connections will support green infrastructure improvements. The Vision Plan and ideas herein provide the ingredients for a potential Eco-District. For instance, the overpasses can serve as solar farms, which can power new street and park lighting to provide nighttime safety and illuminated gateways. This would assure the infrastructure and make the US-101 underpass a unique and welcoming threshold into the neighborhood.

The Vision Plan proposes a "road diet" for San Bruno Avenue and Utah Street, which connect the future Potrero Bridge Park to McKinley Square, as well as Vermont Street, which links the LOOP park to McKinley Square. In each of these cases, the space taken up by perpendicular parking can be replaced by neighborhood green spaces, forming a network linear parks.



<p>Urban Canvas Project</p> <p>Work with local artists and light industry business owners, such as UPS, to transform blank industrial walls into a neighborhood public gallery.</p> <p>ROLE: <input checked="" type="checkbox"/> Lead <input type="checkbox"/> Initiate <input type="checkbox"/> Assist <input type="checkbox"/> Advocate</p> <p>PARTNERS: Developers, SFAC</p> <p>STATUS: </p>	<p>The LOOP Gateway Park</p> <p>Implement plans for maintenance and improvements to Gateway Park. Potrero Air Filter Forest can continue through the park (see 10).</p> <p>ROLE: <input type="checkbox"/> Lead <input type="checkbox"/> Initiate <input checked="" type="checkbox"/> Assist <input type="checkbox"/> Advocate</p> <p>PARTNERS: MUNA, Caltrans, DPW, SFRP</p> <p>STATUS: </p>	<p>Vermont & Mariposa Traffic Calming</p> <p>Increase pedestrian and bike safety at this intersection.</p> <p>ROLE: <input type="checkbox"/> Lead <input type="checkbox"/> Initiate <input type="checkbox"/> Assist <input checked="" type="checkbox"/> Advocate</p> <p>PARTNERS: DPW, Caltrans, SFMTA</p> <p>STATUS: </p>
<p>The LOOP Gateway Expansion</p> <p>Develop neighborhood-serving programs such as Off the Grid mobile food site, event space, or dog park. Extend the Potrero Air Filter Forest here (see 10).</p> <p>ROLE: <input type="checkbox"/> Lead <input type="checkbox"/> Initiate <input checked="" type="checkbox"/> Assist <input type="checkbox"/> Advocate</p> <p>PARTNERS: MUNA, Caltrans, DPW</p> <p>STATUS: </p>	<p>Vermont & 17th Traffic Calming</p> <p>Increase pedestrian and bike safety at this intersection.</p> <p>ROLE: <input type="checkbox"/> Lead <input type="checkbox"/> Initiate <input type="checkbox"/> Assist <input checked="" type="checkbox"/> Advocate</p> <p>PARTNERS: DPW, SFMTA</p> <p>STATUS: </p>	<p>Potrero Air Filter Forest</p> <p>Replant the US 101 easement with trees that filter particulate matter and clean the neighborhood air.</p> <p>ROLE: <input type="checkbox"/> Lead <input checked="" type="checkbox"/> Initiate <input type="checkbox"/> Assist <input type="checkbox"/> Advocate</p> <p>PARTNERS: Caltrans</p> <p>STATUS: </p>
<p>Utah St. Road Diet</p> <p>Reconfigure head-in parking to allow for more generous sidewalks, greening, neighborhood social spaces, and sustainable infrastructure.</p> <p>ROLE: <input type="checkbox"/> Lead <input checked="" type="checkbox"/> Initiate <input type="checkbox"/> Assist <input type="checkbox"/> Advocate</p> <p>PARTNERS: PD, DPW</p> <p>STATUS: </p>	<p>The LOOP Gateway Connector</p> <p>Accommodate the gateway with art and light. Photovoltaic cells mounted to the overpass above generate power for underpass light art. Implement the LOOP proposal for underpass improvements.</p> <p>ROLE: <input type="checkbox"/> Lead <input type="checkbox"/> Initiate <input checked="" type="checkbox"/> Assist <input type="checkbox"/> Advocate</p> <p>PARTNERS: MUNA, PD, Caltrans, DPW</p> <p>STATUS: </p>	<p>Potrero Bridge Park</p> <p>Widen the bridge crossing over US 101 and better link east and west neighborhoods. Expansion design would incorporate Felling Bridge and Benches Parks into a cohesive new neighborhood park.</p> <p>ROLE: <input type="checkbox"/> Lead <input checked="" type="checkbox"/> Initiate <input type="checkbox"/> Assist <input type="checkbox"/> Advocate</p> <p>PARTNERS: MUNA, DPW, Caltrans, SFRP</p> <p>STATUS: </p>
<p>17th St. Boulevard</p> <p>Augment Planning's Green Connections SF study adding greening and streetscape amenities to enhance the project.</p> <p>ROLE: <input type="checkbox"/> Lead <input checked="" type="checkbox"/> Initiate <input type="checkbox"/> Assist <input type="checkbox"/> Advocate</p> <p>PARTNERS: PD, DPW</p> <p>STATUS: </p>	<p>Utah St. Shared Public Way</p> <p>Create a curbside plaza street that expands Fallen Bridge Park into the R.O.W. Vehicle traffic is limited to local access only. Design in conjunction with Potrero Bridge Park (see 11).</p> <p>ROLE: <input type="checkbox"/> Lead <input checked="" type="checkbox"/> Initiate <input type="checkbox"/> Assist <input type="checkbox"/> Advocate</p> <p>PARTNERS: MUNA, DPW</p> <p>STATUS: </p>	<p>San Bruno Ave. Shared Public Way</p> <p>Create a curbside plaza street that expands Benches Park into the R.O.W. Vehicle traffic is limited to local access only. Design in conjunction with Potrero Bridge Park (see 11).</p> <p>ROLE: <input type="checkbox"/> Lead <input checked="" type="checkbox"/> Initiate <input type="checkbox"/> Assist <input type="checkbox"/> Advocate</p> <p>PARTNERS: MUNA, DPW</p> <p>STATUS: </p>



Credit: CMG Landscape Architecture

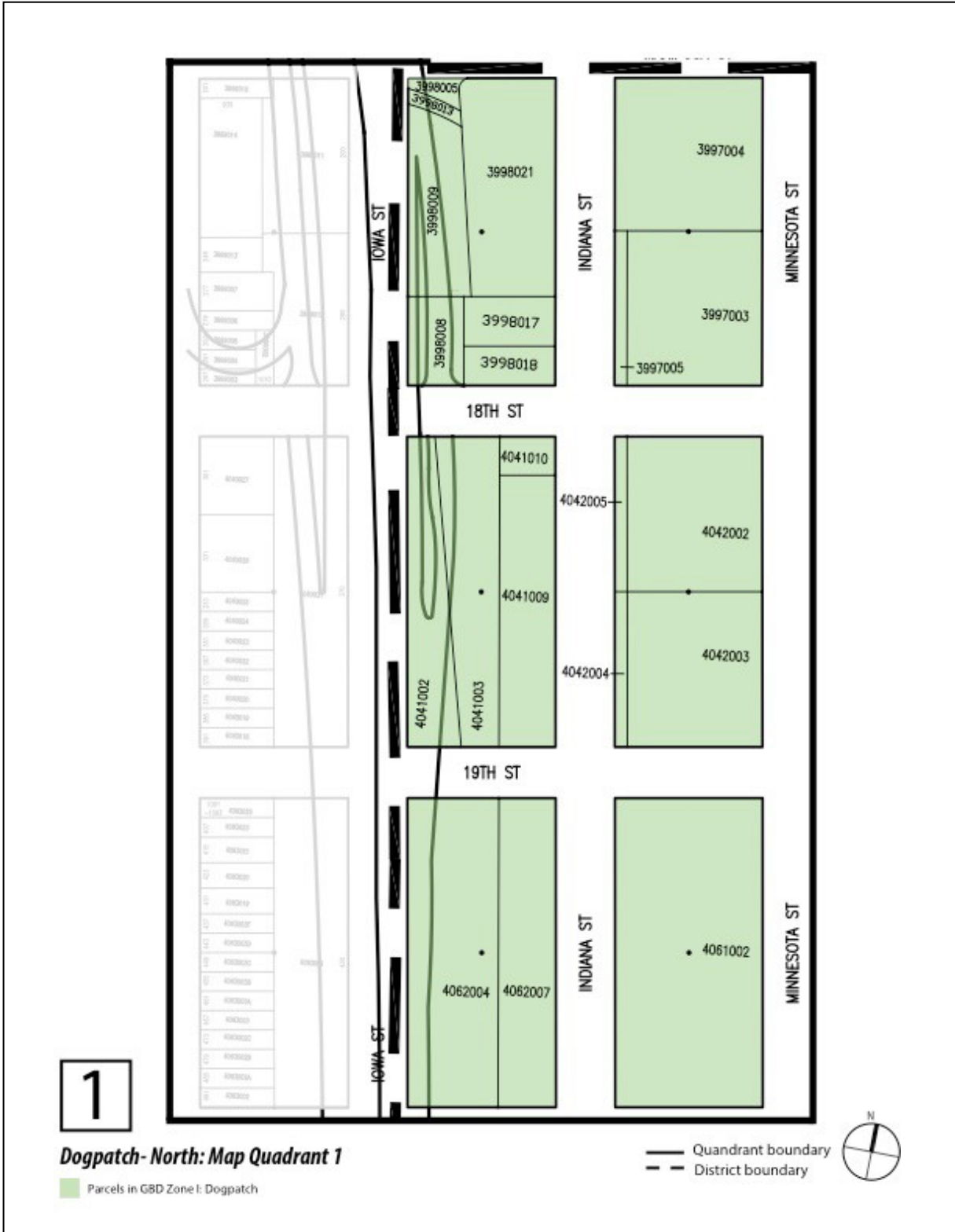


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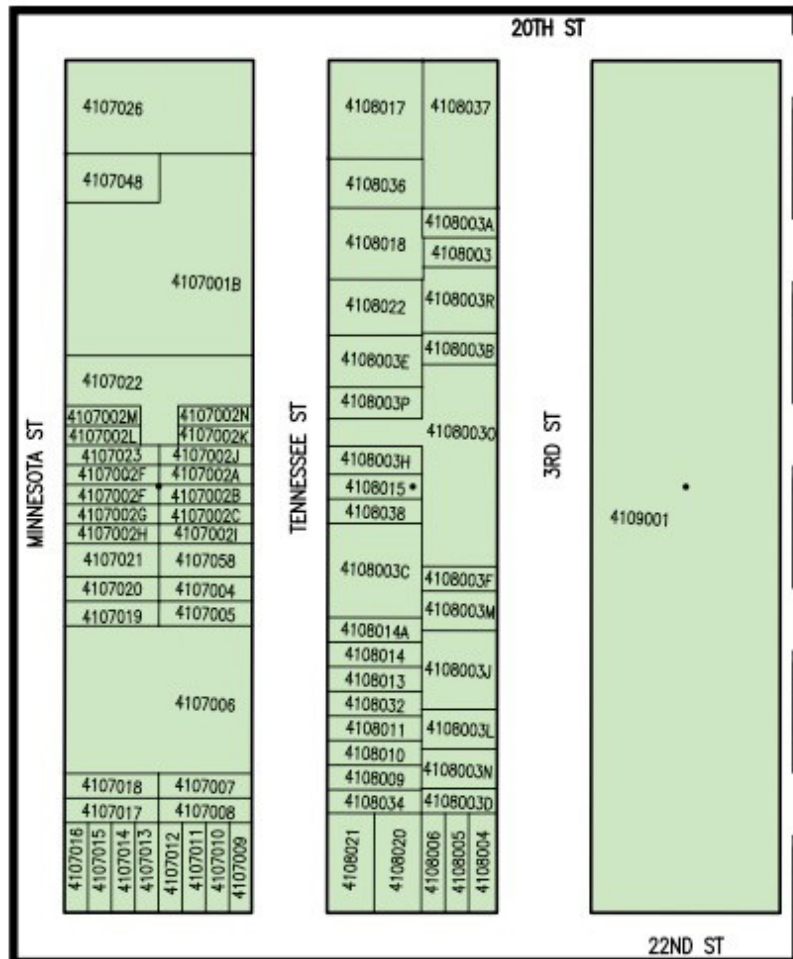
Map 7 – Dogpatch Parcel Map











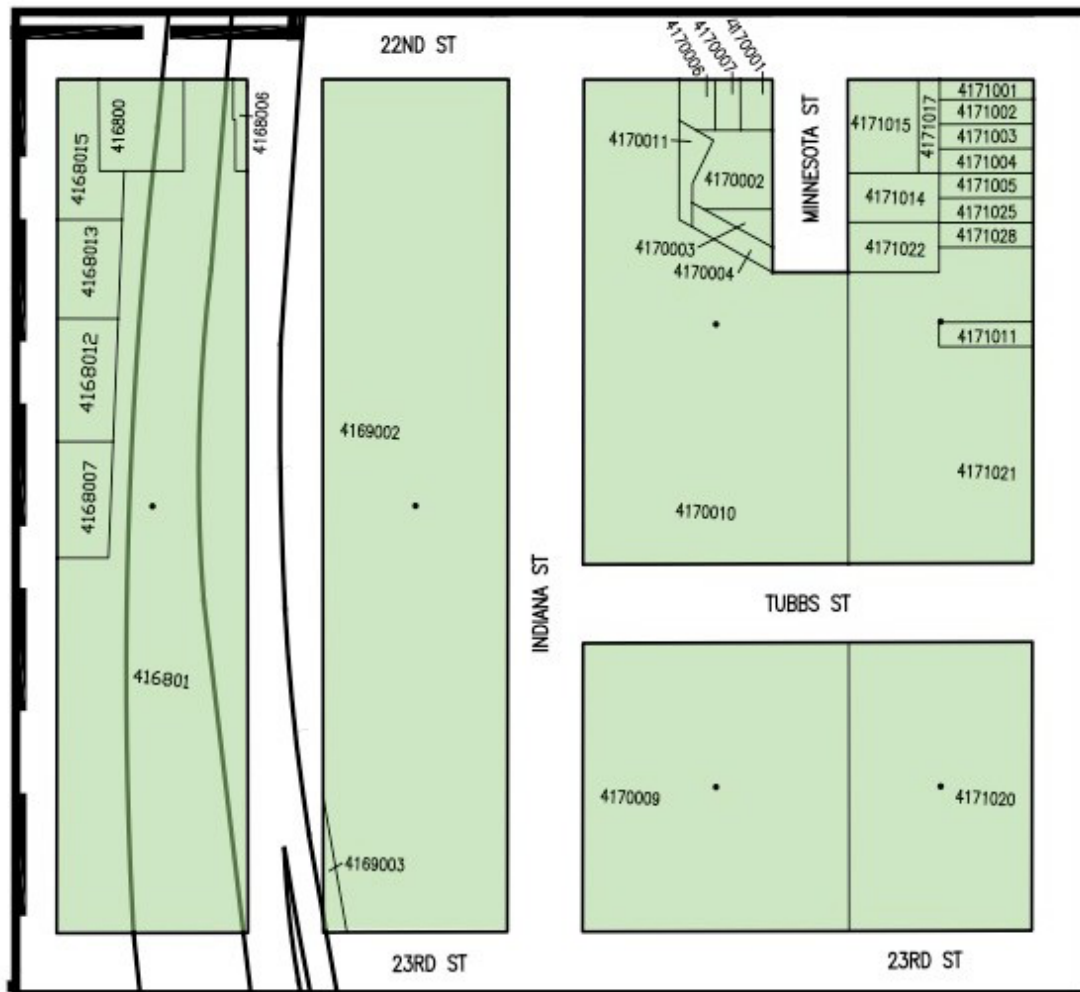
4

Dogpatch- North: Map Quadrant 4

Parcels in GBD Zone I: Dogpatch

— Quadrant boundary
 - - District boundary





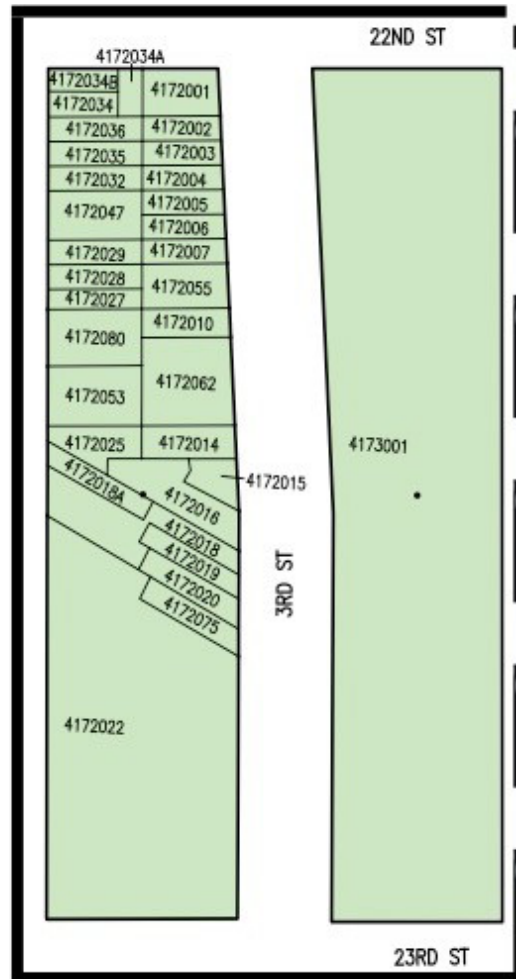
5

Dogpatch- North: Map Quadrant 5

Parcels in GBD Zone I: Dogpatch

— Quadrant boundary
- - District boundary





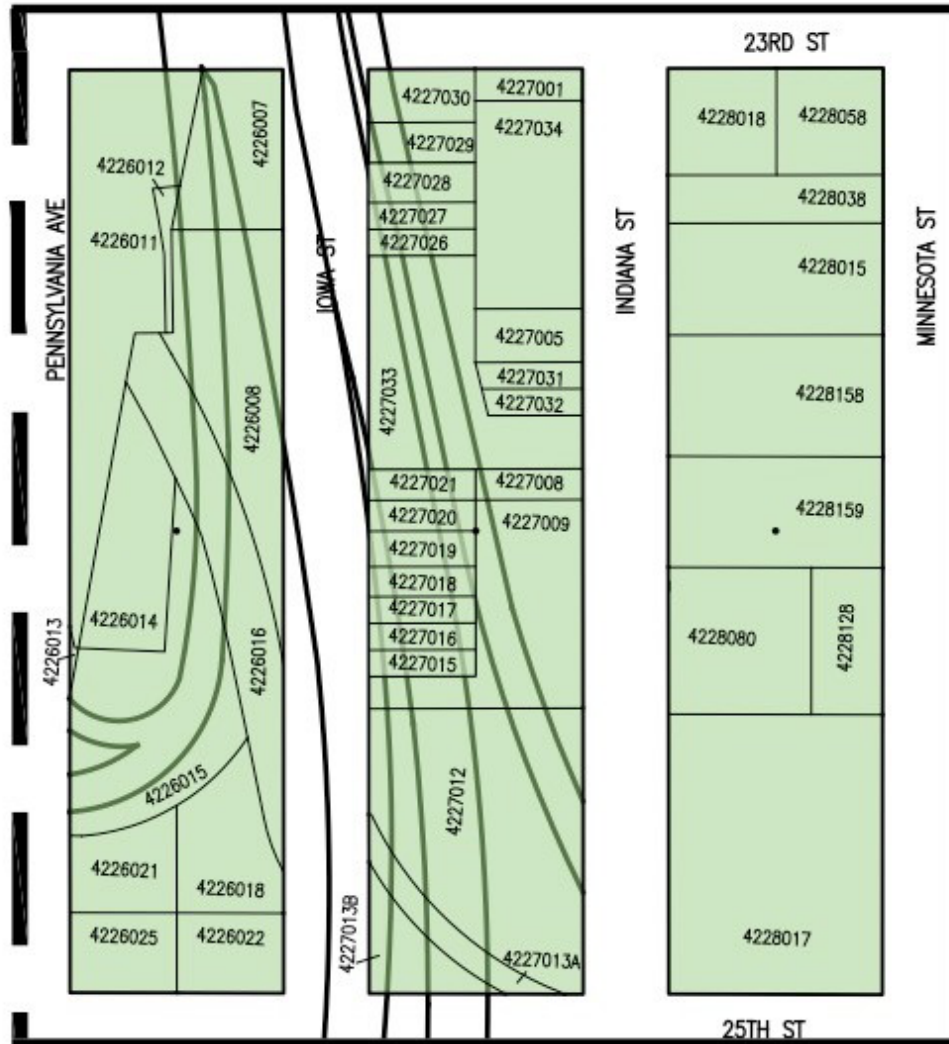
6

Dogpatch- North: Map Quadrant 6

Parcels in GBD Zone I: Dogpatch

— Quadrant boundary
 - - District boundary





7

Dogpatch- South: Map Quadrant 7

— Quadrant boundary
 - - District boundary





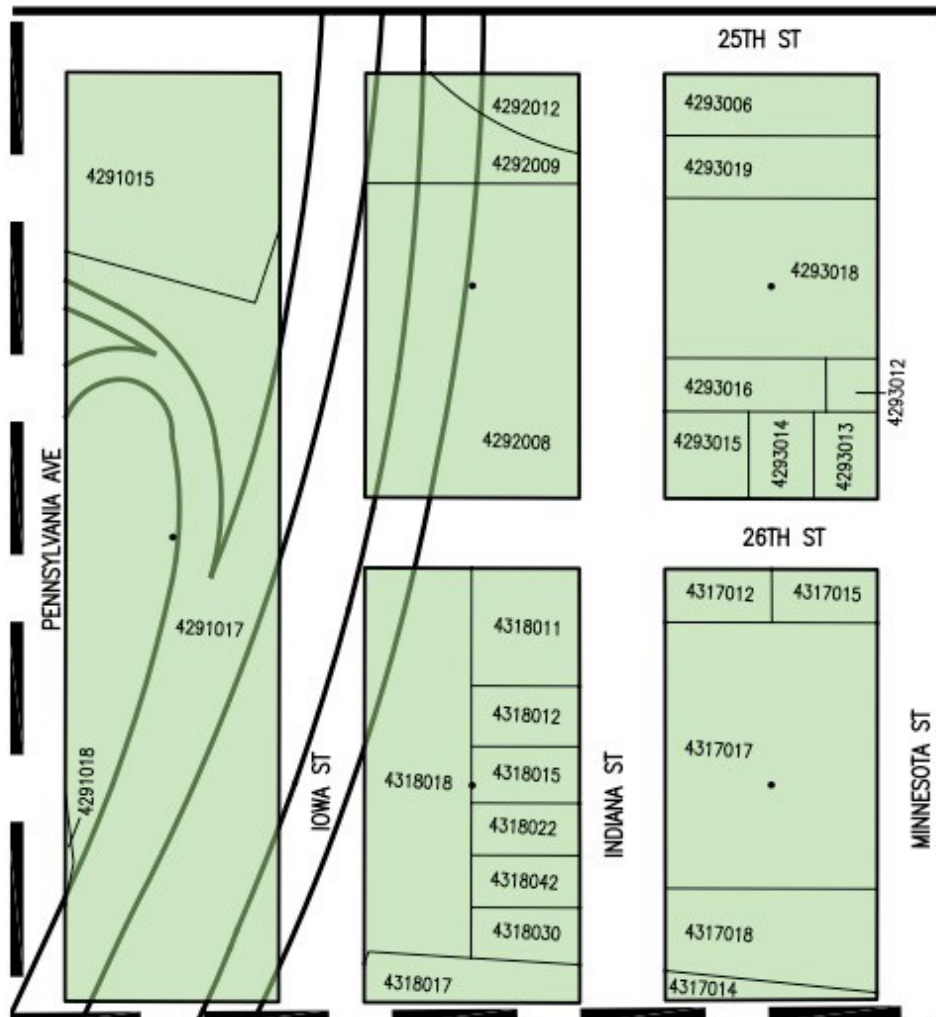
8

Dogpatch- South: Map Quadrant 8

Parcels in GBD Zone I: Dogpatch

— Quadrant boundary
 - - District boundary





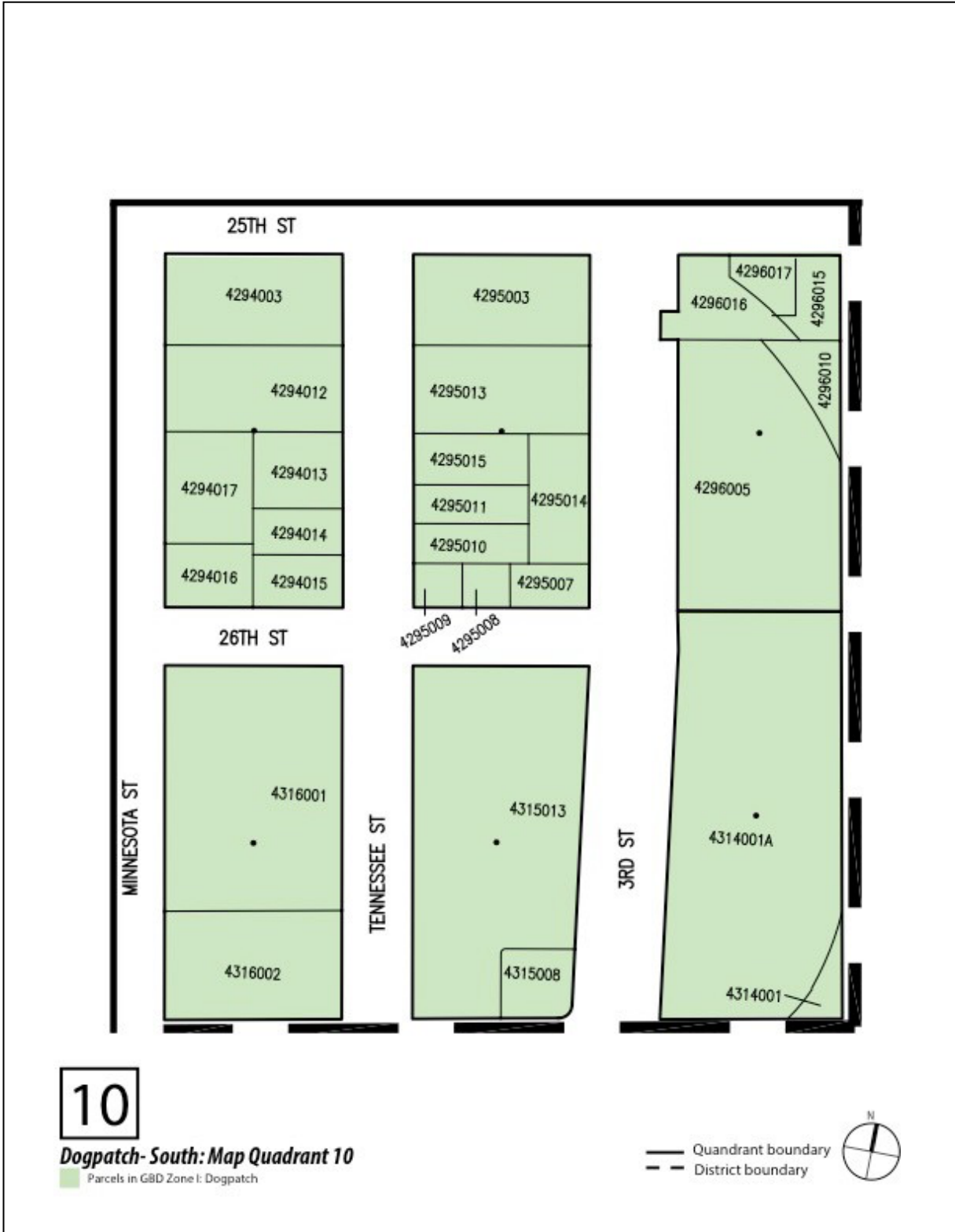
9

Dogpatch- South: Map Quadrant 9

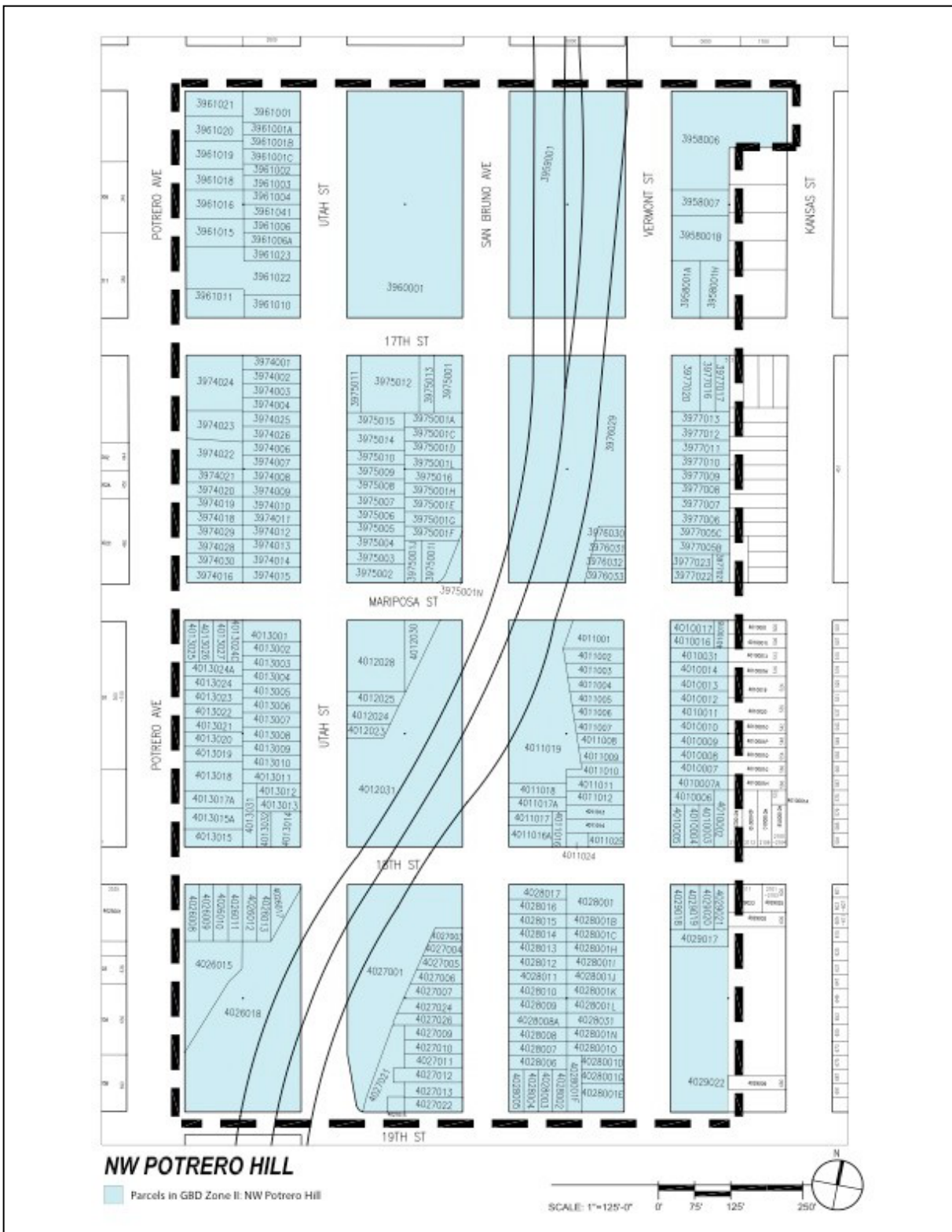
Parcels in GBD Zone I: Dogpatch

— Quadrant boundary
 - - District boundary





Map 8 – Northwest Potrero Hill Parcel Map



C. GLOSSARY OF TERMS

Air Quality

A measure of the condition of air relative to the health and survival needs of humans and other species, and the relative quantity of pollution to natural air composition.

Baseline City Services

By adopting this plan, the Board of Supervisors confirms and guarantees a baseline level of services received from CCSF equivalent to that being provided in similar areas of CCSF in each fiscal year.

Biofiltration

A pollution control technique using living material to capture and biologically degrade and process pollutants. Applications include processing wastewater, capturing harmful chemicals or silt from surface runoff, and micro biotic oxidation of contaminants in air. See also: *street-side bioswales*.

Biofiltration may also be applied in the form of vegetative plantings to remediate airborne fine particulate matter especially within 300 feet of freeways. This may include replacing existing plants along freeway corridors with plants that are known to be effective at filtering particles and toxins. See also: *Particulate Matter*.

Bioswale

Bioswales are landscape elements designed to remove silt and pollution from surface runoff water by maximizing the time the water spends in the swale before being released to the watershed sewer. They are typically placed adjacent to streets or parking lots where substantial automotive pollution is collected by the pavement and then flushed by rain.

Building Square Footage

Gross building square footage as determined by the outside measurements of a building recorded with the CCSF Assessor's Office (the "Assessor").

Bulb-outs

An extension of a curb in the form of a bulb, usually at a street intersection, that both narrows the vehicular pathway and shortens the crossing distance for pedestrians. Bulb outs slow traffic and increase safety for pedestrians, but they also present great opportunities for additional greening in the public right of way.

CalTrans

CalTrans is the state agency responsible for highway, bridge, and rail transportation planning, construction, and maintenance. Several community-maintained spaces in the GBD are on CalTrans property located along CA-101 and I-280.

Capital Improvements

The addition of a fixed physical improvement, including plants or landscaping, to a property, the acquisition of real property, or the restoration of some aspect of an existing real property or fixed physical improvement, that will either enhance the property's overall economic, social or ecological value and/or increase its useful life.

Charrette

A charrette is an intensive planning session where neighbors, designers, and other stakeholders collaborate on a vision. It provides a forum for ideas and offers the unique advantage of giving immediate feedback to the designers and allows everyone who participates to be a mutual author of the plan.

Commercial Property

Those parcels classified and recorded as commercial property by the Assessor.

Dog Runs and Dog Parks

A neighborhood park designed specifically for use by dogs and their owners.

Eco-Districts

Eco-Districts are neighborhood scale public-private partnerships that innovate and implement new forms of system-wide infrastructure that reduces the environmental footprint of a neighborhood by reducing energy and water waste, and improving local ecological function. See also: ecodistricts.org

Gardens

Publicly or privately owned land that meets the definition of a Publicly Accessible Property and primarily operates, functions, or is available for food production and/or ornamental gardening.

Green Infrastructure

Green infrastructure is a system approach to water management that protects, restores, or mimics the natural water cycle. Efficient use of green infrastructure can reduce energy usage through passive heating and cooling; filter air and water pollutants; decrease solar heat gain; provide wildlife habitat; reduce the public cost of stormwater management infrastructure and provide flood control; offer food sources; and stabilize soil to prevent or reduce erosion. Green infrastructure is considered crucial to combating climate change, creating healthy built environments, and improving quality of life.

Green Streetscape Masterplan

A Green Streetscape Masterplan provides a framework for the long-range planning, design, and implementation of streetscape and infrastructure improvements that contribute to more pedestrian-oriented and environmentally sustainable streets.

Green Spaces

Any Publicly Accessible Open Space, Park, Parklet, Pocket Park, Plaza, Garden, or Sidewalk Greening within the GBD that supports or contains living plants or non-living permeable ecological features such as stream-beds, drainage basins or recreational pathways.

Green Vision Plan

The Green Vision Plan is a springboard for the future Dogpatch & NW Potrero Hill GBD. It is both an inventory of current publicly and privately sponsored Public Realm area improvements in the GBD and a summary of ideas for other improvements gleaned from the community, in public workshops and meetings with the Formation Committee.

Industrial Property

Those parcels classified and recorded as industrial property by the Assessor.

Land Use

The purpose for which land, structure, or both, are designed, constructed, arranged or intended, or for which they are occupied or maintained, let or leased.

Lot Square Footage

Defined as the total amount of area within the borders of the parcel. The borders of a parcel are recorded on the Assessor's parcel maps.

Maintenance Services

Any service required to maintain Publicly Accessible Property in good and workmanlike condition.

Neighborhood Park

Includes both San Francisco Recreation and Park Department-owned properties and community-maintained Green Spaces that meet the definition of Publicly Accessible Property.

Neighborhood Garden

Includes both San Francisco Recreation and Park Department and community-maintained gardens, decorative or productive.

Non-Profit Use

Any use conducted by a 501(c)(3), (4), or (6) organization in a property that furthers its mission.

Open Space

Publicly or privately owned land that meets the definition of a Publicly Accessible Property and operates, functions, or is available for leisure, play, performance, culture or sport, or set aside for the protection and/or enhancement of the natural environment, or for ecological services benefiting the public. Open Space tends to be less formal in design, program or use than a Park.

Park

Publicly or privately owned land that meets the definition of a Publicly Accessible Property and operates, functions, or is available for leisure, play, performance, culture or sport, or set aside for the protection and/or enhancement of the natural environment, or for ecological services benefiting the public. Parks tend to be more formal in design, program or use than Open Space.

Parklets

A parklet is a small space serving as an extension of the sidewalk to provide amenities and green space for people using streets. It is typically the size of several parking spaces and extends out from the sidewalk at the level of the sidewalk. Parklets can be for people to enjoy, to provide more greenery, art, or some other visual amenity. A parklet may accommodate bicycle parking within it, or bicycle parking may be associated with it.

Particulate Matter

Small particles of pollution, typically airborne from sources such as automotive exhaust along densely traveled freeways, which can remain airborne and/or settle in homes along floors and carpets, outdoors on the ground, or in the lungs of adults, children, pets and wild animals.

Permeable Paving

Permeable paving is a range of sustainable materials and techniques for permeable pavements with a base and sub base that allow the movement of storm water through the surface. In addition to

reducing runoff, this effectively traps suspended solids and filters pollutants from the water. Examples include roads, paths, lawns and lots that are subject to light vehicular traffic, such as car/parking lots, cycle-paths, service or emergency access lanes, road and airport shoulders, and residential sidewalks and driveways.

Plaza

Publicly or privately owned land that meets the definition of a Publicly Accessible Property and operates, functions, or is available for leisure, play, performance, culture or sport, or set aside for the protection and/or enhancement of the natural or urban environment, or for ecological services benefiting the public. Plazas tend to contain more “hard” or paved surfaces and fewer “soft” unpaved areas with living plants than Parks or Open Spaces.

Pocket Park

A small Park. Pocket parks are frequently created on a single vacant building lot or on small, irregular pieces of land. They also may be created as a component of the public space requirement of large building projects.

Privately Owned Publicly Accessible Green Spaces

Any space, including plazas, terraces, parks, atriums, and small sidewalk-style greenings that are privately owned but meet the definition of a Publicly Accessible Property.

Productive Garden

A garden that is predominantly food-producing plants that is actively maintained for that purpose.

Public Realm Areas

Public Realm areas, as defined in Subsection Subsection 15A.2(1) of the San Francisco Business and Tax Regulation Code, are outdoor spaces open to the public that include but are not limited to parks, plazas, parklets, sidewalks, unimproved areas, landscaped areas and gardens. Public Realm areas may be owned by public and/or private entities or persons.

Public Realm Improvements

Any improvements to Public Realm areas, as defined above.

Public Right-of-Way

The Public Right-of-Way, as defined in Section 2.4.4. (t) of the San Francisco Public Works Code, shall mean the area across, along, beneath, in, on, over, under, upon, and within the dedicated public alleys, boulevards, courts, lanes, roads, sidewalks, spaces, streets, and ways within the City, as they now exist or hereafter will exist and which are or will be under the permitting jurisdiction of the Department of Public Works.

Publicly Accessible

Open for access by the general public during regular daylight hours, seven days a week, with reasonable allowances for limited closures for special events, repairs or improvements.

Publicly Accessible Property

Any property, or portion of property, that has been made Publicly Accessible through recordation of an easement or another equivalent legally enforceable restriction that cannot be unilaterally revoked by the owner of the property subject to the restriction. Publicly owned property, including all property within the public right-of-way, is presumed to be Publicly Accessible Property unless a government

agency prohibits public access to the property.

Recreational Improvements

Recreational Improvements, as defined in Subsection Subsection 15A.2(2) of the San Francisco Business and Tax Regulation Code, means improvements that will encourage recreational use, either by improving current conditions (e.g. repairing a grass soccer field) or installation of new facilities (e.g. playground equipment).

Religious Use

When relevant activities on a given property are conducted by (by owner or tenant) a 501©3 religious organization.

Residential Property

Those parcels classified and recorded as residential property by the Assessor.

Road Diets

A Road Diet is a type of streetscape enhancement whereby the number of travel lanes and/or effective width of the road are reduced in order to reduce traffic flows and/or speeds for the purposes of improving the safety and experience of pedestrians, expanding the Public Realm area to create space for Green Spaces such as Parklets or Sidewalk Greenings, the widening of sidewalks, Street Furniture, and Bioswales.

Sidewalk Greening

Enhancing or adding new plantings or natural landscape to existing sidewalks. This can include temporary installations, like planters, or permanent installations, like permeable paving, plantings, removing concrete, etc.

SFMTA

The San Francisco Municipal Transportation Agency (SFMTA) is the public agency of CCSF with jurisdiction over Muni, bike and pedestrian programs, taxis, parking and traffic control operations in the city.

SFPUC

The San Francisco Public Utilities Commission is the public agency of CCSF that provides water, wastewater, and electric power services to the City.

Shared Public Ways

Shared Public Ways are a type of streetscape enhancement whereby the sidewalk and roadway are unified as a single-surface street that functions as an open space that prioritizes pedestrian use while permitting vehicles and bicycles to share the space. These spaces are flexible by definition, and enable the Public Right-of-Way to simultaneously function as pedestrian Plazas and vehicular roadways. For more information, refer to the SF Better Streets Design Guidelines section on Shared Public Ways: <http://www.sfbetterstreets.org/design-guidelines/street-types/shared-public-ways/>.

Solar Photovoltaic Systems

An arrangement of components designed to supply usable electric power, using the Sun as the power source. Informally, “solar power.”

Street Furniture

Street Furniture refers to objects and pieces of equipment installed in the Public Right-of-Way for various purposes. It includes benches, bicycle racks, traffic barriers, bollards, streetlamps, traffic lights, traffic signs, wayfinding signage, bus stops, public sculptures, and waste receptacles.

Street Trees

"Street tree" shall mean any tree growing within the public right-of-way, including unimproved public streets and sidewalks, and any tree growing on land under the jurisdiction of the SF Department of Public Works.

Streetscape Enhancements

Enhancements to the Public Right-of-Way that lead to more pedestrian-oriented and environmentally sustainable streets. Enhancements include sidewalk extensions, Street Trees, lighting, Street Furniture, stormwater management infrastructure, a range of Green Space elements such as Sidewalk Greenings, Pocket Parks, Parklets, and Plazas, and a variety of traffic calming interventions such as road diets and Bulb-outs.

Tactical Urbanism

Small-scale interventions to the public realm for the purposes testing ideas and soliciting public feedback.

Underpass and Overpass Connector Improvements

Underpass and Overpass Connector Improvements refer to the enhancement of the pedestrian experience of pathways and streetscapes along overpasses and/or underpasses of highways. Such enhancements include public art installations, lighting improvements, Dog Runs, and a range of Green Space elements such as Sidewalk Greenings, Pocket Parks, and Gardens.

Vacant Property

Those parcels that have no Building Square Footage because no built structures are located on such parcels.

Vermicomposting

Vermicomposting is the process of composting using earthworms to create a heterogeneous mixture of decomposing vegetable or food waste, bedding materials, and vermicast. Vermicast, also called worm castings, humus or manure, is the end-product of the breakdown of organic matter by an earthworm.

Wind Turbines

Wind Turbines on a neighborhood scale were given consideration, but the GBD Steering Committee was advised that the small-scale wind turbine industry has been consistently lacking in verifiable real-time data to prove claims of meaningful levels of conversion of wind kinetic energy to electrical energy. While it is conceivable that the small scale wind industry may achieve advances in the ability to amplify incoming wind energy in combination with the ability to store that energy over time, it is our recommendation that these not be included in any GBD budget or planning unless or until the small-scale wind turbine industry can provide verifiable real time data on any product for a minimum of 24 consecutive months. This does not reflect negatively on the large-scale wind turbines used in wide-open areas that have been shown to be effective.



January 24, 2022

Board of Directors
Dogpatch & NW Potrero Hill Green Benefit District
1459 18th St.
San Francisco CA 94107

RE: GBD Amended Services

Dear Board of Directors,

Since the formation of the Dogpatch/NW Potrero Hill GBD in 2015, the GBD services as outlined in the Management District Plan ("MDP") need to be adjusted to reflect the actual needs of the district. Originally the MDP allocated funds to both Maintenance and Capital Improvements, which was sufficient for the first couple years. However, since then the need for additional Maintenance and less Capital Improvements became clear. Moving forward the district would like to allocate some of the funds allocated to Capital Improvements to Maintenance. In order to so and not violate the assessment methodology, the district asked the assessment engineer to determine if moving the funds was still in the purview of the benefit analysis and assessment methodology calculation.

Assessment Methodology

As outlined in the Engineer's Report ("ER"), dated March 2015, the assessment methodology calculated the assessment rates based on an analysis of the proposed budget and the assessable building or lot square footage for each parcel. On Page 24 of the ER, it states "To calculate the standard assessment rate per assessable square foot, the total estimated budget, less general benefits, is divided by the total assessable square footage." The assessment rate calculation did not differentiate between each of the GBD services but rather was a calculation of the entire GBD budget divided by the assessable square footage. What this indicates is that the assessment rate was the same for both the Maintenance and the Capital Improvements.

General Benefit Analysis

In addition to the assessment methodology, the ER analyzed to what degree the GBD services provided a general benefit to the public at large, page 20 of the ER, – "people who walk through the neighborhood and visit its homes, businesses, and parks, but who do not live or work regularly in the District. They are not specially benefitted by the District's activities, and thus they do not



pay special assessments.” To determine what percentage of the GBD services may be general in nature, the Formation Committee distributed online and paper versions of a Green Spaces Survey, asking neighbors to share how they use green space in the neighborhood, as well as their opinions and priorities for potential services of the GBD and whether they lived and/or worked within the GBD boundary. The conclusion found 6.79% of those surveyed were people who lived outside the proposed District and indicated that they use spaces within the GBD. Therefore, for purposes of quantifying the general benefit to the public at large, a 6.79% general benefit factor was used for both the Maintenance and Capital Improvements.

Conclusion

Based on the fact that both the assessment methodology and the general benefit analysis did not differentiate between the Maintenance services or Capital Improvements, it is reasonable to conclude that shifting funds from Capital Improvements to Maintenance does not violate the integrity of the assessment methodology or the assessment rates.

Sincerely,

A handwritten signature in blue ink that reads "Terry Lowell".

Terry Lowell, P.E.
Assessment Engineer

Introduction Form

By a Member of the Board of Supervisors or Mayor

Time stamp
or meeting date

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

- ☒ 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- ☐ 2. Request for next printed agenda Without Reference to Committee.
- ☐ 3. Request for hearing on a subject matter at Committee.
- ☐ 4. Request for letter beginning : "Supervisor inquiries"
- ☐ 5. City Attorney Request.
- ☐ 6. Call File No. from Committee.
- ☐ 7. Budget Analyst request (attached written motion).
- ☐ 8. Substitute Legislation File No.
- ☐ 9. Reactivate File No.
- ☐ 10. Topic submitted for Mayoral Appearance before the BOS on

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- ☐ Small Business Commission ☐ Youth Commission ☐ Ethics Commission
- ☐ Planning Commission ☐ Building Inspection Commission

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

Sponsor(s):

Walton

Subject:

Resolution of Intention to Amend Management Plan - Dogpatch & Northwest Potrero Hill Green Benefit District

The text is listed:

Resolution of intention to modify the management district plan for the Dogpatch & Northwest Potrero Hill Green Benefit District, to combine capital and maintenance budget categories so that the District will have greater flexibility to allocate funds not needed for capital improvements towards maintenance; and finding that the proposed modifications will not result in a new or increased assessment.

Signature of Sponsoring Supervisor: /s/ Shamann Walton

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