

File No. 160430 Committee Item No. 3
 Board Item No. 30

COMMITTEE/BOARD OF SUPERVISORS
 AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight Date May 19, 2016

Board of Supervisors Meeting Date JUNE 7, 2016
 Cmte Board

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| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution |
| <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 checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input checked="" 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 |
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| <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 |
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OTHER (Use back side if additional space is needed)

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| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>OEWD Memo - 02/19/2015</u> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Central Market CBD Annual Report - 2014</u> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Central Market CBD CPA Report - 2014</u> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Referral FYI - 05/03/2016</u> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <u>OEWD PPT - 05/19/2016</u> |
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Completed by: Erica Major Date May 13, 2016
 Completed by: JMM Date 5/24/2016

1 [Central Market Community Benefit District - Annual Reports to the City - Calendar Year 2014]

2
3 **Resolution receiving and approving annual reports for the Central Market Community**
4 **Benefit District for calendar year 2014, submitted as required by the Property and**
5 **Business Improvement District Law of 1994 (California Streets and Highways Code,**
6 **Sections 36600, *et seq.*), Section 36650, and the District's management agreement with**
7 **the City, Section 3.4.**

8
9 WHEREAS, On September 12, 2006, pursuant to the Property and Business
10 Improvement District Law of 1994 (the "Act"), California Streets and Highways Code, Sections
11 36600 *et seq.*, as augmented by Article 15 of the San Francisco Business and Tax
12 Regulations Code, the Board of Supervisors adopted Resolution No. 519-06, expressing the
13 City's intention to establish the Central Market Community Benefit District (the "Central Market
14 CBD"); and

15 WHEREAS, On October 31, 2006, the Board of Supervisors adopted Resolution
16 No. 631-06 establishing the Central Market CBD ("Resolution to Establish") for a period of 7
17 years, commencing FY2006-2007; and

18 WHEREAS, On June 19, 2007, the Board of Supervisors adopted Resolution
19 No. 313-07, authorizing an agreement with the owners' association for the
20 administration/management of the Central Market CBD, and a management agreement (the
21 "Management Contract") with the owners' association, the Central Market Community Benefit
22 District Corporation, was executed accordingly; and

23 WHEREAS, A copy of the Management Contract is on file with the Clerk of the Board
24 of Supervisors in File No. 070673; and

1 WHEREAS, On July 23, 2013, the Board of Supervisors adopted Resolution
2 No. 264-13 renewing and expanding the Central Market CBD for a period of 15 years,
3 commencing with FY2013-2014; and

4 WHEREAS, On February 3, 2015, the Board of Supervisors approved the Central
5 Market CBD's annual reports for calendar years 2011, 2012, and 2013 in Resolution
6 No. 034-15; and

7 WHEREAS, The Central Market CBD has submitted for the Board's receipt and
8 approval the Central Market annual report for calendar year 2014 as required by Section
9 36650 of the Act and Section 3.4 of the Management Contract; and

10 WHEREAS, The 2014 annual report is on file with the Clerk of the Board of
11 Supervisors in File No. 160430, and are incorporated herein by reference as though fully set
12 forth; and

13 WHEREAS, Supporting documents, including, but not limited to, a transmittal letter and
14 memorandum report from the City's Office of Economic and Workforce Development, dated
15 February 19, 2016, and documentation from the Central Market CBD for the 2014 annual
16 report are on file with the Clerk of the Board of Supervisors in File No. 160430; now, therefore,
17 be it

18 RESOLVED, That the Board of Supervisors hereby receives and approves the annual
19 reports for the Central Market Community Benefit District for calendar year 2014.
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MEMO

To: Supervisor Jane Kim, District 6

CC: San Francisco Board of Supervisors

From: Chris Corgas, OEWD Project Manager

RE: Central Market Community Benefit District

Date: February 19, 2015

This is a memo summarizing the performance of the Central Market Community Benefit District (CMCBD) and an analysis of their financial statements (based on their audit) for the period between January 1, 2014 and December 31, 2014.

Each year the CBD is required to submit a mid-year report, an annual report, and a CPA Financial Review or Audit. Central Market CBD has complied with the submission of all these requirements. OEWD staff reviewed these financial documents to monitor and report on whether they have complied with the rules per the Property and Business Improvement District Law of 1994, California Streets and Highways Code Sections 36600 Et Seq.; San Francisco's Business and Tax Regulations Code Article 15; the Central Market Community Benefit District's Management Contract with the City; and their Management Plan as approved by the Board of Supervisors in 2014.

Also attached to this memo are the following documents:

1. Annual Reports
 - a. CY 2014
2. CPA Financial Review Reports
 - a. CY 2014
3. Draft resolution from the Office of Economic and Workforce Development



Background

The District is generally described as from the West side of 5th Street to the East side of South Van Ness Avenue, and from the South side of Market Street to the South Side of Mission Street. In addition, one block North of Market between Cyril Magnin and Mason, and one block North of Market between Grove and Larkin are included. Also, properties along Sixth Street between Market and Folsom Streets, along with the properties on adjacent streets and alleys East and West of Sixth Street (to varying distances) are included. The district contains 811 parcels, including the former US Mint building and Mint Plaza.

- July 23, 2013: the Board of Supervisors approved the resolution that established (renew and expand) the property-based district called the Central Market Community Benefit District (Resolution #264-13).
- February 4, 2014: the Board approved the contract for the administration and management of the Central Market Community Benefit District (Resolution # 019-14).
- February 3, 2015: the Board of Supervisors approved CMCBD's Annual Reports for CYs 2011, 2012, and 2013 (Resolution # 034-15).

Basic Info about Central Market CBD

Year Established	2006
Year Renewed	2013
Assessment Collection Period	July 1, 2013 - June 30, 2028
Services Start and End Date	January 1, 2014 – December 31, 2028
Initial Estimated Annual Budget	\$1,225,433.63
Fiscal Year	January 1 – December 31
Executive Director	Tracy Everwine
Name of Nonprofit Entity	Central Market Community Benefit District Corporation

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

Summary of Service Area Goals

Public Safety

The Public Safety program area includes multiple programs intended to ensure the safety of the district. Parts of this program area include Community Guides, the 10B Officer program, the San Francisco Patrol Special Police, community meetings, and public safety seminars. The district's approach focuses on public safety, social service outreach, hospitality and customer service.

Cleaning and Maintenance

The Cleaning and Maintenance program includes enhanced cleaning and maintenance services within the public right-of-way and sidewalks, above and beyond the baseline level of service provided by the City of San Francisco. Service includes quarterly steam cleaning.

Management and Economic Development

Management includes day-to-day management of the organization and advocacy for district needs with various City departments ensuring good and timely service. Economic Development activities such as business attraction, retention and promotion allow nonresidential properties to maximize their development and land use.

Summary of Accomplishments, Challenges, and Delivery of Service Areas

CY 2014

Public Safety

Note: The CMCBD CY 2014 Annual Report developed standardized metrics for measuring program performance.

Public Safety

- Public Safety Services (*partial list*):
 - Ambulance/Fire/Police Called – 431
 - Mentally Disabled Assisted – 224
 - Referrals to Shelters – 260
 - Social Services Accepted – 214
 - Social Services Refused – 424
 - Collaborated with Civic Center CBD to hire a full-time 10B Officer
 - Helped District 6 advance pedestrian safety efforts along the 6th Street corridor

Cleaning and Maintenance

- Cleaning and Maintenance Services (*partial list*)
 - Removed 2,051 needles
 - Responded to more than 10,091 requests for sidewalk sweeping, steam cleaning and spot cleaning
 - Removed 5,739 graffiti tags, stickers and flyers
 - Repainted 111 fixtures
 - Produced the “SRO Manager’s Guide” in collaboration with SRO residents, SRO owners and supportive housing providers

Management and Economic Development

- Successfully fulfilled management plan services in all program areas
- Monitored City agency baseline services provided by Department of Public Works
- Effectively collaborated with neighboring CBDs and multiple City agencies
- Surpassed General Benefit fundraising goal by \$120,908.00 (8.98%)
- Attracted 3 new businesses to the district and retained 4 existing businesses
- Helped the City create and implement the Central Market/Tenderloin Economic Strategy
- Helped the City re-design and launch Epicenter-SF.org
- Designed and implemented “Be Barrier Beautiful” construction barricade improvement program
- Conducted Bike Friendly Business District Workshops with district businesses, SFMTA and the San Francisco Bicycle Coalition
- Held the 4th annual “2 Blocks of Art” art walk promoting local art and district businesses

- Produced “Stevenson Alley Design Guidelines” in collaboration with district stakeholders, Public Works and Planning

CMCBD Annual Budget Analysis

OEWD’s staff reviewed the following budget related benchmarks for CMCBD:

- **BENCHMARK 1:** Whether the variance between the budget amounts for each service category was within 10 percentage points from the budget identified in the Management Plan (*Agreement for the Administration of the “Central Market Community Benefit District”, Section 3.9 – Budget*).
- **BENCHMARK 2:** Whether three and sixty eight hundredths percent (3.68%) of actuals came from sources other than assessment revenue (*CA Streets & Highways Code, Section 36650(B)(6); Agreement for the Administration of the “Central Market Community Benefit District”, Section 3.4 - Annual Reports*).
- **BENCHMARK 3:** Whether the variance between the budget amount and actual expenses within a fiscal year was within 10 percent (*Agreement for the Administration of the “Central Market Community Benefit District”, Section 3.9 – Budget*).
- **BENCHMARK 4:** Whether CMCBD is indicating the amount of funds to be carried forward into the next fiscal year and designating projects to be spent in current fiscal year (*CA Streets & Highways Code, Section 36650(B)(5)*).

CY 2014

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

ANALYSIS: CMCBD met this requirement. See table below.

Service Category	Management Plan Budget	% of Budget	CY 2014 Budget	% of Budget	Variance Percentage Points
Public Safety	\$431,382.73	35.20%	\$431,382.73	36.59%	+1.39%
Cleaning and Maintenance	\$352,000.00	28.72%	\$352,000.00	29.86%	+1.13%
Management and Economic Development	\$300,885.66	24.55%	\$300,885.66	25.52%	+0.97%
Contingency	\$141,165.24	11.52%	\$94,718.06	8.03%	-3.49%
TOTAL	\$1,225,433.63	100%	\$1,178,986.39	100%	

BENCHMARK 2: Whether three and sixty eight hundredths percent (3.68%) of actuals came from sources other than assessment revenue.

ANALYSIS: *CMCBD met this requirement. Assessment revenue was \$1,144,834.00 or 87.34% of actuals and non-assessment revenue was \$166,004.00 or 12.66% of actuals. See table below.*

Revenue Sources	CY 2014 Actuals	% of Actuals
Special Benefit Assessments	\$1,144,834.00	
Total assessment revenue	\$1,144,834.00	87.34%
Grants	\$141,667	10.81%
Donations	\$2,400	.18%
Other	\$21,937.00	1.67%
Total non-assessment revenue	\$166,004.00	12.66%
Total	\$1,310,838.00	100%

Non-assessment revenue applied to 3.68% General Benefit requirement

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

ANALYSIS: *CMCBD met this requirement. See table below.*

Service Category	CY 2014 Budget	% of Budget	CY 2014 Actuals	% of Actuals	Variance Percentage Points
Public Safety	\$431,382.73	36.59%	\$406,982.00	34.79%	-1.80%
Cleaning & Maintenance	\$352,000.00	29.86%	\$359,208.00	30.71%	+ .85%
Management and Economic Development	\$300,885.66	25.52%	\$284,742.00	24.34%	-1.18%
Contingency	\$94,718	8.03%	118,857.00	10.16%	+2.13%
TOTAL	\$1,178,986.39	100%	\$1,168,789.00	100%	

*Contingency Reserve is redeployed throughout the year to meet the needs of the CBD

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

ANALYSIS: *CMCBD met this requirement. See table below.*

CY 2014 Carryover Disbursement	\$136,315
Contingency & Reserve	\$118,857
Non-Assessment Revenue Net Assets	\$17,458
Total Carryover Disbursement	\$136,315

Findings and Recommendations

Within the review period of CY 2014, the Central Market CBD met the expectations and requirements as set by the California Street and Highways Code Section 36650-36651; the Agreement for the Administration of the "Central Market Community Benefit District; and the Agreement for the Administration of the "Central Market Community Benefit District."

Conclusion

Central Market CBD has performed well in implementing their service plan. Central Market CBD has continued to successfully implement the service areas stated in their management plan and seized opportunities to leverage and add value to its work through fundraising, grants and collaborative partnerships. Central Market CBD has an active Board of Directors and committee members; and OEWD believes the Central Market CBD will continue to successfully carryout its mission and service plans.

2014 BOARD OF DIRECTORS

Robin Anderson
Alonzo King LINES Dance Center,
Merchant Board Seat

David Fariello
UCSF Citywide Case Management,
CBO Board Seat

Ralph Lee
Hotel Whitcomb,
Property Owner Board Seat

Kyle Pickett
Urban Fabrick Inc.,
Property Owner Board Seat

Jim Sangiacomo
Trinity Properties,
Property Owner Board Seat

Matt Semmelhack
Manger Restaurant Group,
Merchant Board Seat

Brian Smith
Huckleberry Bicycles,
Merchant Board Seat

William Thacher
Federal Realty Co.,
Property Owner Board Seat

Isabel Wade
Urban Resource Systems
Property Owner Board Seat

Jane Weil
Resident,
CBO Board Seat

Bill Whitfield
Shorenstein Realty,
Property Owner Board Seat



central market community benefit district

901 Market Street, Suite 490 San Francisco, CA 94103
415.957.5985 | info@central-market.org | www.Central-Market.org



2014 ACHIEVEMENTS

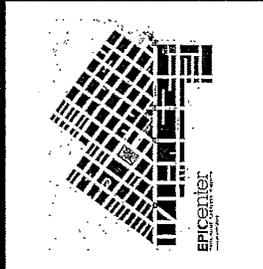
Central Market Economic
Strategy Revision



Business Attraction,
Retention & Expansion



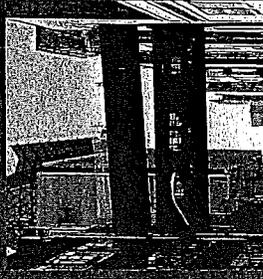
Epicenter-SF.org



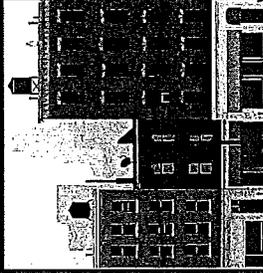
10B Officers



Stevenson Alley
Design Guidelines



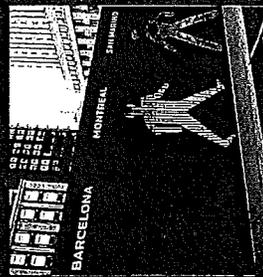
SRO Manager's Guide



New Uniforms



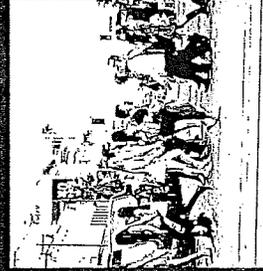
Be Barrier Beautiful



Resource Card



Pedestrian Safety



2 Blocks of Art



Bike Friendly Business
District Workshops



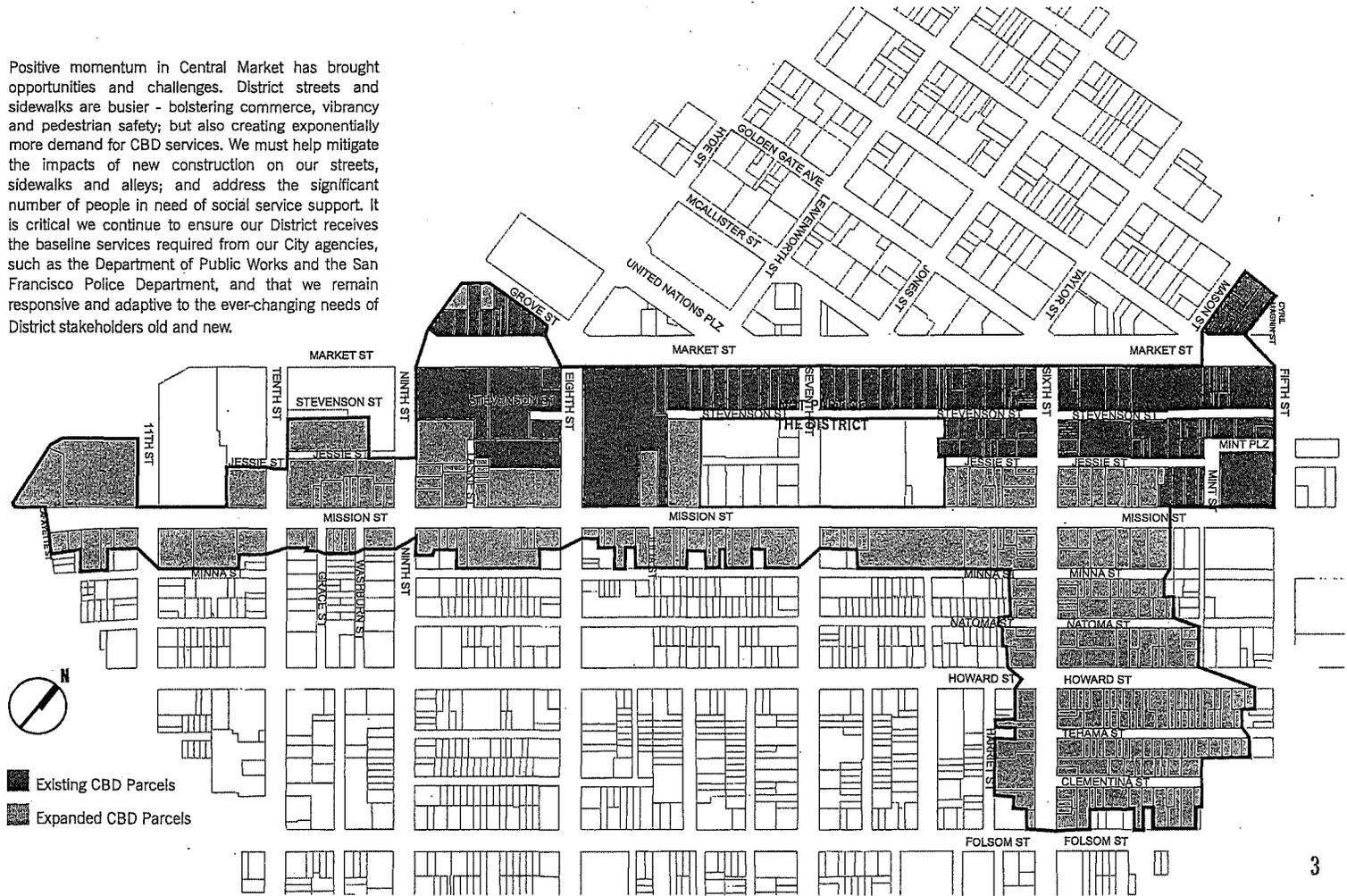
THE DISTRICT

The Central Market Community Benefit District is a non-profit, community-based organization formed in 2006 to provide programs and services that improve the quality of life experienced in the public realm of San Francisco's Central Market. Improving the cleanliness, safety and economic vitality of the District increases pedestrian activity, strengthens businesses and cultural institutions, attracts new investment and enhances the public right of ways.

Central Market CBD efforts are privately funded and benefit people of all incomes, ethnicities and ages, including residents, business and property owners, workers and visitors to the area. The mixed-use district sits at the center of a dense collection of established and emerging neighborhoods: the Tenderloin, Civic Center, South of Market and Union Square. Until recently, Central Market struggled with high vacancy rates, a lack of private investment, blight and a mix of social challenges; yet over the past year it has undergone extraordinary physical and economic changes that have attracted new residents, businesses, employees and visitors to the area. The improvements are a result of leadership at the San Francisco Mayor's Office, public and private sector investment, and the work of community-based organizations like the Central Market CBD.

The success of the Central Market CBD was recognized in 2013 when property owners voted to renew the District for an additional 15-years. As part of the renewal, the District doubled in size and added economic development work to its Management Plan.

Positive momentum in Central Market has brought opportunities and challenges. District streets and sidewalks are busier - bolstering commerce, vibrancy and pedestrian safety; but also creating exponentially more demand for CBD services. We must help mitigate the impacts of new construction on our streets, sidewalks and alleys; and address the significant number of people in need of social service support. It is critical we continue to ensure our District receives the baseline services required from our City agencies, such as the Department of Public Works and the San Francisco Police Department, and that we remain responsive and adaptive to the ever-changing needs of District stakeholders old and new.



CLEANING, MAINTENANCE & PUBLIC SAFETY

Clean Team

Central Market CBD's Clean Team provides enhanced cleaning and maintenance services within the public right of way, including sidewalks and plazas in the District, above and beyond the baseline level of service provided by the City of San Francisco.

Cleaning services include: sidewalk sweeping; monitoring of public trash receptacles for overflow and trash removal; weeding of tree basins; sidewalk cracks and landscape planters; reporting of bulky items for removal by the Department of Public Works; spot cleaning; quarterly steam cleaning; and graffiti abatement on public and private property.

Community Guides

Community Guides focus on social service outreach, wayfinding, customer service and pedestrian safety support. Through their service to the District, the Community Guides support and work in partnership with local law enforcement agencies, social service providers, residents, workers, merchants and property owners in creating a clean, safe and welcoming Central Market neighborhood. Thanks to the expansion and renewal of the District, the Clean Team and Community Guides now operate seven days a week, 7 a.m. to 7 p.m.

10B Officer Program

Central Market CBD provides 10B Officers through the San Francisco Police Department (SFPD). 10B Officers address crime and quality of life issues within the District and within the purview of SFPD, such as issuing citations for public intoxication, trespassing, permit violations, littering and pedestrian safety infractions, with the authority to make arrests and the ability to request additional police presence when necessary.

Pedestrian Safety

Central Market CBD advocates for improved pedestrian safety District-wide including the 6th Street corridor from Market to Howard. SFMTA reports "The 6th Street intersections at Market, Mission and Howard have some of the highest rates of pedestrian collisions in San Francisco." SFMTA currently has a road diet for 6th Street in the EIR phase including traffic lights at alley intersections, mid-block crosswalks, wider sidewalks and improved bulb-outs at major intersections. Central Market CBD was able to have several temporary bulb-outs at 6th Street intersections re-painted and spearheaded activating the electronic sign at 6th and Howard with a traffic calming message.

SRO Manager's Guide and Meetings

With 37 SRO Hotels in our District, the SRO Manager's Guide was completed and distributed with the purpose of informing hotel owners and managers about Central Market CBD services. The Guide also offers additional City-wide information and resources relevant to SRO hotels. Central Market CBD also hosts SRO Manager networking breakfasts allowing managers to meet one another and share best practices in person.





ECONOMIC DEVELOPMENT

Business Attraction, Retention & Expansion

Contractor Urban Solutions helped Central Market CBD implement business attraction, retention and expansion services District-wide with a focus on blighted, ground floor retail. We were instrumental in providing several instances of: lease mediation support, permitting and zoning advice, and construction project management support for District business and property owners. Our efforts resulted in 3 new retail leases being signed in the District and 4 key existing businesses being retained. Six applications to the City's SF Shines Program were submitted, helping District retail shops obtain repairs and tenant improvement grants from the City.

Central Market Economic Strategy

Central Market CBD partnered with the Office of Economic and Workforce Development and AECOM to update the City's strategies for Central Markets including 6th Street and the Tenderloin. Central Market CBD's work here is critical for ensuring our District receives the City resources it needs. Work will include gathering and analyzing information from both public and private sector sources in preparation for the final document which will also include an on-going Neighborhood Report Card reporting mechanism.

Download the Central Market Tenderloin Strategy.

Epicenter-SF.org

A component of the Central Market Economic Strategy is to improve communication amongst public and private partners in the Central Market/Tenderloin area, and to highlight the significant amount of news, events and information being generated here. Central Market CBD will continue its work with the City, neighboring CBDs and community stakeholders to lead the expansion of EpicenterSF.org. The website - an internet for the community - highlights the arts, entertainment, dining, neighborhood non-profit, news and events, volunteer and philanthropic opportunities and City agency events and programs focused on Central Market.

Visit the EpicenterSF.org website.

Be Barrier Beautiful

With over 40 construction projects coming to Central Market, vacant lots and barricaded storefronts dominate the landscape. Such conditions attract troubling drug-dealing, graffiti and threaten District economic vitality and perception. Partnering with Yelpo, Buena Center for the Arts to match District real estate developers with artists and designers, Central Market CBD is helping to turn blank construction barricade walls into canvases. Stovenslein Family Housing and Encore Fund were the first to sign up and participate. Artfully designed barricades now adorn several Market Street facades enhancing streetscape beauty, safety and vibrancy.

Download the Barricade Program Overview.

Bike Friendly Business District Workshops

Central Market CBD executed a workshop series in collaboration with People For Bikes and the San Francisco Bicycles Coalition to explore designating Central Market an official bike-friendly business district. District merchant Huckleberry Bicycles hosted the 3-part series attended by residents, real estate developers, employees and City agency staff.

2 Blocks of Art

The 4th Annual 2 BLOCKS OF ART artwork took place on October 10th featuring over 75 artists at 25 locations along the 6th Street corridor from Market to Howard. Supervisor Jane Kim welcomed guests at the VIP Reception thanking the artists, the 6th Street small businesses and sponsors for their role in what is perhaps San Francisco's most unique and community-focused art event.

View photos from the event.

Stevenson Alley Design Guidelines

Central Market CBD retained CIVIC Landscape Architecture to produce the Stevenson Alley Design Guidelines. The Guidelines were developed through a community-based planning process including property owners, residents, business owners, workers, and District cultural institutions. The process also included collaboration with City agencies such as Public Works and real estate developers interested to coordinate current and future projects with the Guidelines.

Download the Stevenson Alley Design Guidelines.

MARKETING & PROMOTION

Central Market CBD Open House

On March 13, 2014, Central Market CBD celebrated the start of its 15-year renewal with over 500 guests at 1025 Market Street including property owners, City agencies, community non-profits, local real estate developers, neighborhood residents and employees. Fabulous food, drinks and music filled the spectacular event space as Central Market stakeholders old and new, mingled and shared information about upcoming events, projects and services.

www.districtcentralmarket.com

New Uniforms

Central Market CBD re-branded with brighter and more identifiable uniforms. The new uniforms immediately proved more effective in identifying Community Guides and Clean Team members as a resource for help. Questions and interactions with pedestrians increased 30% in the first month.

Quarterly Recaps

In order to enhance information sharing with District stakeholders, Central Market CBD produced quarterly recaps available on CMCBD's website highlighting service statistics, information, news, events, and achievements in and around the District.

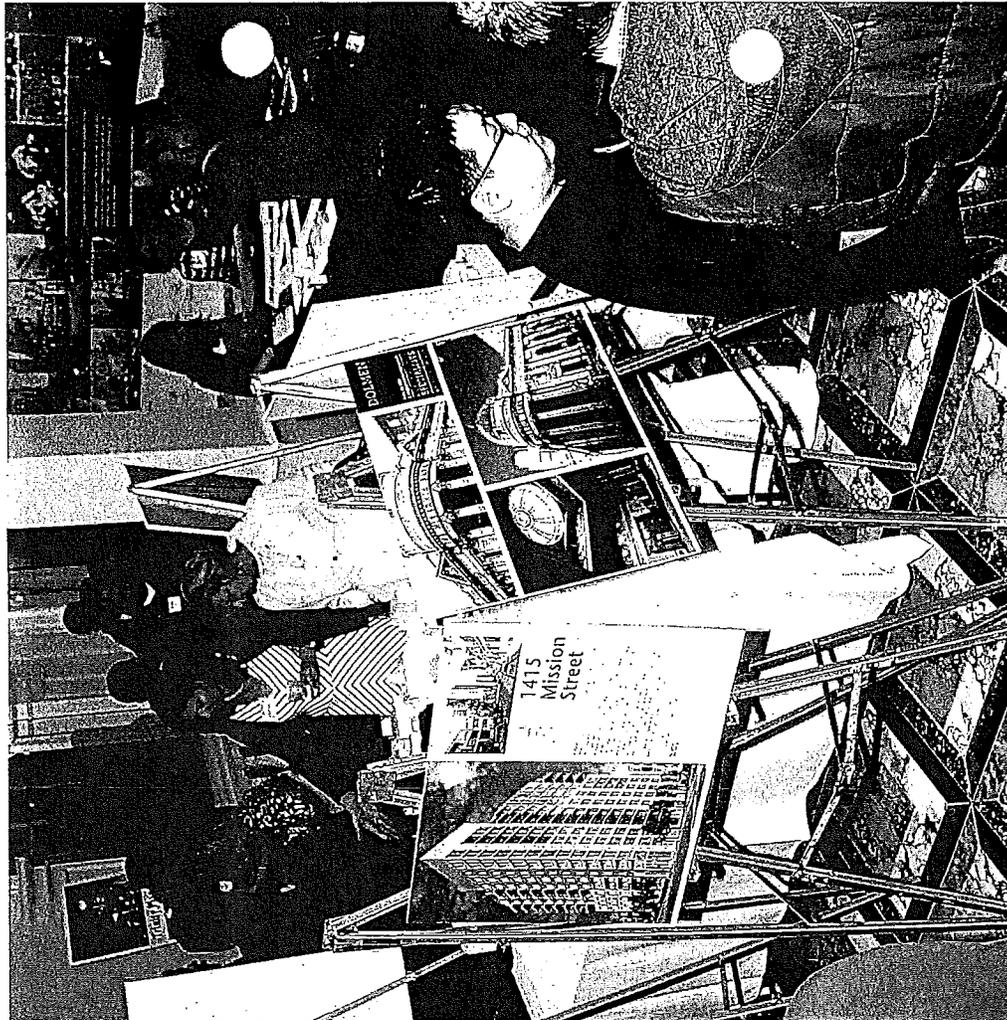
www.districtcentralmarket.com

District Resources

Central-Market.org was updated with a "Resources" page to better showcase the variety of District offerings. The Resources page highlights the vast constituency of public and private entities, Central Market CBD engages with adding value to our work.

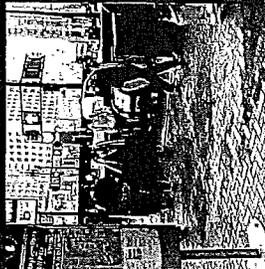
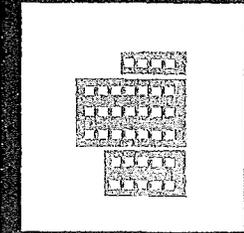
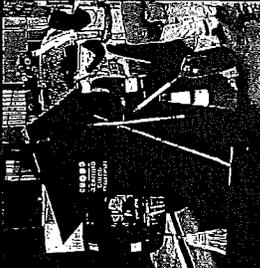
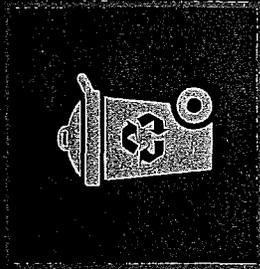
www.districtcentralmarket.com

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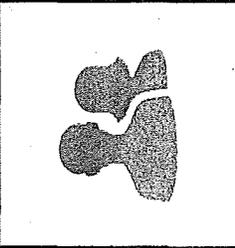




3,734
Camping &
Trespassing
Calls

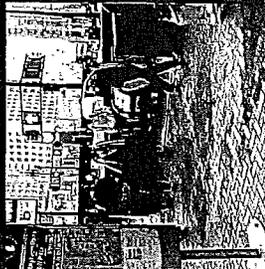
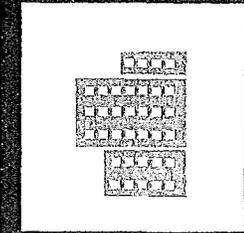
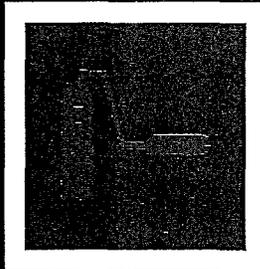
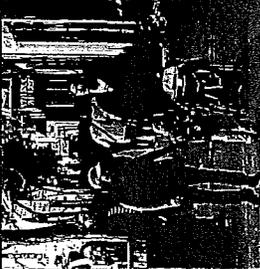


3,110
Visitors
Assisted



2,051
Needles
Disposed

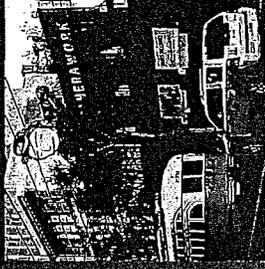
1,371
Social Services
Interventions



6,409
Human / Animal
Waste
Clean-Ups



6,409
Human / Animal
Waste
Clean-Ups



FINANCIALS

Assessment Methodology

The method of apportioning benefit to parcels within the District reflects the proportional special benefit assigned to each property from the District services, activities and improvements based upon the various property characteristics for each parcel as compared to other properties within the District. Given that the special benefits provided by the District services, activities, and improvements focus on cleanliness, maintenance, safety, and economic development, it was determined that property linear street frontage, lot square footage, building square footage, and land use are the most appropriate parcel factors. Each parcel's linear street frontage, lot square footage, building square footage, and land use have been used as the primary assessment variables for the benefit point calculation and assignment of parcel factors. Details of the annual assessment calculation are in the District Management Plan at www.central-market.org.

2014 Central Market CBD Budget & Balance Sheet

INCOME:	BUDGET	ACTUAL
Assessments	\$1,180,337.63	\$1,144,834.00
Non-Assessment Income: Fundraising/ In-kind	\$45,096.00	\$165,884.00
Interest Income		\$120.00
Total Income		\$1,310,838.00

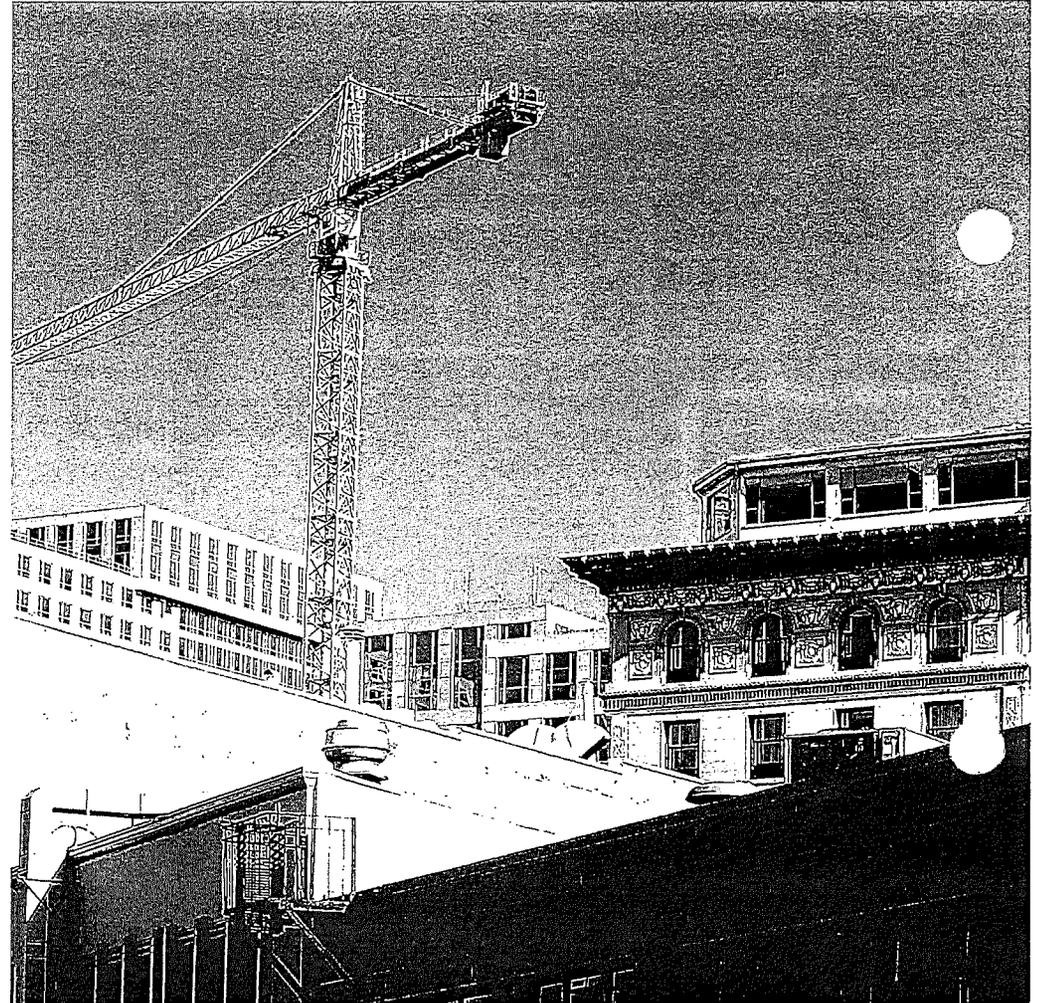
EXPENSE:	BUDGET	ACTUAL
Cleaning and Maintenance	\$352,000.00	\$359,208.00
Public Safety	\$431,382.73	\$406,982.00
Management and Economic Development	\$300,885.66	\$284,742.00
Non-Assessment Expense: Fundraising/ In-kind		\$120,523.00
Total Expense		\$1,171,455.00

ASSETS:	BUDGET	ACTUAL
Cash and Cash Equivalents		\$218,158.00
Accounts Receivable		\$65,667.00
Total Assets		\$283,825.00

LIABILITIES:	BUDGET	ACTUAL
Accounts Payable		\$106,432.00
Accrued Expenses		\$41,078.00
Total Liabilities		\$147,510.00

NET ASSETS:	BUDGET	ACTUAL
Unrestricted		\$380,737.00
Temporarily Restricted		(\$244,422.00)
Total Net Assets		\$136,315.00
Total Liabilities & Net Assets		\$283,825.00

CARRY OVER:	BUDGET	ACTUAL
Contingency & Reserve		\$118,857.00
Non-Assessment Revenue Net Assets		\$17,458.00
Total Carry Over		\$136,315.00



**CENTRAL MARKET COMMUNITY
BENEFIT CORPORATION**

REVIEWED FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
DECEMBER 31, 2014**

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**CENTRAL MARKET COMMUNITY
BENEFIT CORPORATION
FOR THE YEAR ENDED DECEMBER 31, 2014**

Table of Contents

	<u>Page</u>
INDEPENDENT ACCOUNTANT'S REVIEW REPORT.....	1
FINANCIAL STATEMENTS	
Statement of Financial Position	2
Statement of Activities	3
Statement of Cash Flows	4
Notes to Financial Statements	5
SUPPLEMENTAL INFORMATION	
Schedule of Functional Expenses.....	12

**CENTRAL MARKET COMMUNITY
BENEFIT CORPORATION**

REVIEWED FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
DECEMBER 31, 2014**

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**CENTRAL MARKET COMMUNITY
BENEFIT CORPORATION
FOR THE YEAR ENDED DECEMBER 31, 2014**

Table of Contents

	<u>Page</u>
INDEPENDENT ACCOUNTANT'S REVIEW REPORT	1
FINANCIAL STATEMENTS	
Statement of Financial Position	2
Statement of Activities	3
Statement of Cash Flows	4
Notes to Financial Statements	5
SUPPLEMENTAL INFORMATION	
Schedule of Functional Expenses.....	12

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Board of Directors
Central Market Community Benefit Corporation
San Francisco, California

We have reviewed the accompanying statement of financial position of Central Market Community Benefit Corporation (a California nonprofit benefit organization) as of December 31, 2014, and the related statements of activities and cash flows for the year then ended. A review includes primarily applying analytical procedures to management's financial data and making inquiries of organization management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statement taken as a whole. Accordingly, we do not express such an opinion.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

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

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

Our review was made for the purpose of expressing limited assurance that there are no material modifications that should be made to the financial statements in order for them to be in conformity with generally accepted accounting principles. The Supplementary information is presented only for supplementary analysis purposes. Such information has been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, and we are not aware of any material modifications that should be made thereto.

Maze & Associates

Pleasant Hill, California
June 2, 2015

CENTRAL MARKET COMMUNITY BENEFIT CORPORATION

STATEMENT OF FINANCIAL POSITION

December 31, 2014

ASSETS

Current Assets:

Cash and cash equivalents (Note 3)	\$99,301
Cash restricted for contingencies and reserve (Note 3)	118,857
Accounts receivable	<u>65,667</u>

Total Assets \$283,825

LIABILITIES

Current Liabilities:

Accounts payable	\$106,432
Accrued expenses	<u>41,078</u>

Total Liabilities 147,510

NET ASSETS (Note 2H)

Unrestricted	380,737
Temporarily restricted	<u>(244,422)</u>
Total Net Assets	<u><u>\$136,315</u></u>

See accountant's review report and notes to financial statements.

CENTRAL MARKET COMMUNITY BENEFIT CORPORATION

STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2014

	Unrestricted	Temporarily Restricted	Total
Support and revenues:			
Local property assessments		\$1,144,834	\$1,144,834
Grants	\$141,667		141,667
Donations	2,400		2,400
In-Kind donations	21,817		21,817
Other	120		120
Net assets released from restrictions:			
Satisfaction of purpose (Note 3)	953,057	(953,057)	
 Total Support and Revenues	1,119,061	191,777	1,310,838
 Expenses:			
Program	953,057		953,057
Support services:			
Management and general	218,398		218,398
 Total Expenses	1,171,455		1,171,455
Change in Net Assets	(52,394)	191,777	139,383
Net Assets, Beginning of Year	433,131	(436,199)	(3,068)
Net Assets, End of Year	\$380,737	(\$244,422)	\$136,315

See accountant's review report and notes to financial statements.

CENTRAL MARKET COMMUNITY BENEFIT CORPORATION

STATEMENT OF CASH FLOWS

For the Year Ended December 31, 2014

CASH FLOWS FROM OPERATING ACTIVITIES:

Change in net assets	\$139,383
Adjustments to reconcile support and revenue over expenses to net cash provided (used) by operating activities:	
Increase/decrease in:	
Accounts receivable	(65,667)
Other receivables	31,937
Accounts payable	46,113
Accrued expenses	<u>41,078</u>
Total adjustments	<u>53,461</u>
Net cash used for operating activities	<u>192,844</u>
Net increase in cash	192,844
Cash and cash equivalents, beginning of year	25,314
Cash and cash equivalents, end of year	<u><u>\$218,158</u></u>

See accountant's review report and notes to financial statements.

CENTRAL MARKET COMMUNITY BENEFIT CORPORATION
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 1 – ORGANIZATION AND PROGRAMS

A. Reporting Entity

Central Market Community Benefit Corporation (CMCBC) (the Organization) is a California nonprofit, community-based organization incorporated in February 2007, to provide programs and services to improve the overall cleanliness and safety of the Central Market district's public realm in San Francisco, California. The goal of CMCBC is to increase pedestrian activity, strengthen existing small businesses and cultural institutions, attract new investment and improve quality of life in the district's public realm.

Funding is provided primarily from special assessments collected from every property owner in the district through the City and County of San Francisco. The annual budget for CMCBC is allocated into the following spending categories: 28.7% cleaning and maintenance, 35.2% public safety, 24.6% management and economic development and 11.5% contingency.

B. Programs

Cleaning and Maintenance – The neighborhood served by CMCBD receives enhanced cleaning and maintenance services within the public right-of-way and sidewalks, above and beyond the baseline level of services provided by the City of San Francisco. These services include: sidewalk sweeping and pressure washing, monitoring public trash receptacle overflow and trash removal, landscape maintenance, reporting of bulky items for removal by the Department of Public Works and graffiti removal.

Public Safety – The CMCBD's Community Guide program uses a three-pronged crime prevention approach focusing on public safety, social service outreach, and hospitality/customer service. Community Guides provide way-finding assistance, social service intervention and serve as eyes and ears on the street deterring and reporting illegal behavior. CMCBD also provides a uniformed SFPD Police Officer to support CMCBD staff in the field. 10B Officers from the San Francisco Police Department (SFPD) work alongside CMCBD staff to address crime and quality of life issues within the neighborhood (during the CMCBD's hours of operation) and focus on specific areas of concern in the District.

Economic Development – These services include business attraction, retention, and expansion services including marketing and special events that enhance District awareness and vitality.

CENTRAL MARKET COMMUNITY BENEFIT CORPORATION
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Basis of Accounting

The financial statements have been prepared on the accrual basis of accounting. The Organization reports information regarding its financial position and activities according to the three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. Temporarily restricted net assets consist of assets with time and purpose restrictions.

Contributions and grants received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions. Support that is restricted by the donor or payor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. The Organization considers that all contributions for long-lived assets have implied time restrictions and classifies this support as temporarily restricted until the purpose restriction is met. When a restriction expires, that is, when a stipulated time restriction ends or the purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

B. Income Taxes

The Organization is exempt from income tax under Section 501(c)(3) of U.S. the Internal Revenue Code. Accordingly, no provision for income taxes has been provided in these financial statements. In addition, the Organization qualifies for the charitable contribution deduction under Section 170(b)(1)(a) and has been classified as an organization that is not a private foundation under Section 509(a)(1). Unrelated business income, if any, may be subject to income tax. The Organization paid no taxes on unrelated business income for the year ended December 31, 2014.

Generally accepted accounting principles require the recognition, measurement, classification, and disclosure in the financial statements of uncertain tax positions taken or expected to be taken in the organization's tax returns. Management has determined that the Organization does not have any uncertain tax positions and associated unrecognized benefits that materially impact the financial statements or related disclosures. Since tax matters are subject to some degree of uncertainty, there can be no assurance that the Organization's tax returns will not be challenged by the taxing authorities and that the Organization will not be subject to additional tax, penalties, and interest as a result of such challenge. Generally, the Organization's tax returns remain open for federal income tax examination for three years from the date of filing.

CENTRAL MARKET COMMUNITY BENEFIT CORPORATION
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. *Estimates*

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

D. *Due from City and County of San Francisco*

The Organization recognizes revenue from the City and County of San Francisco in the year it is received.

No allowance for uncollectible accounts has been recorded as all amounts due from the City and County of San Francisco are deemed collectible by management as of December 31, 2014.

E. *Statement of Cash Flows*

For purposes of the statement of cash flows, the Organization considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

F. *Functional Expenses*

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefitted based on management's estimates.

G. *Support and Revenue Recognition*

Support and revenue are recognized when the donor or grantee makes a promise to give to the Organization that is, in substance, unconditional. Support that is restricted by donor is reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the support is recognized. All other donor-restricted support is reported as an increase in temporarily restricted net assets depending on the nature of the restriction. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

CENTRAL MARKET COMMUNITY BENEFIT CORPORATION
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

H. Net Assets Classifications

The Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Unrestricted Net Assets: Unrestricted net assets include expendable resources over which the CMCBC Board of Directors has discretionary control and are used to carry out operations in accordance with its bylaws. Included in unrestricted net assets are funds used to account for fixed asset acquisitions, improvements and related activities.

Temporarily Restricted Net Assets: Temporarily restricted net assets include resources expendable only for those purposes specified by the donor or grantor. The restrictions are satisfied either by the passage of time or by actions of the Organization.

Permanently Restricted Net Assets: Permanently restricted net assets include resources subject to donor-imposed stipulations that they be maintained permanently by the Organization.

I. Fair Value Measurements

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Accounting standards set a framework for measuring fair value using a three tier hierarchy based on the extent to which inputs used in measuring fair value are observable in the market.

Level 1: Quoted prices in active markets for identical assets or liabilities.

Level 2: Observable inputs other than Level 1 prices such as quoted prices for similar assets or liabilities, quoted prices in markets that are not active, or inputs (interest rates, currency exchange rates, commodity rates and yield curves) that are observable or corroborated by observable market data for substantially the full term of the assets or liabilities.

Level 3: Inputs that are not observable in the market and reflect the management's judgment about the assumptions that market participants would use in pricing the asset or liability.

J. Advertising

The Organization follows the policy of expensing advertising costs as incurred.

CENTRAL MARKET COMMUNITY BENEFIT CORPORATION
NOTES TO THE FINANCIAL STATEMENTS
For the Year Ended December 31, 2014

NOTE 3 – CASH AND CASH EQUIVALENTS

As of December 31, 2014, the Organization cash is summarized as follows:

First Bank Checking	\$50,165
Wells Fargo Checking	<u>167,993</u>
Total	<u><u>\$218,158</u></u>

Of the \$218,158 total cash and cash equivalents above, \$118,857 has been set aside as restricted for contingencies and reserve, in accordance with the Organization's management plan with the City and County of San Francisco.

NOTE 3 – TEMPORARILY RESTRICTED NET ASSETS

During the year ended December 31, 2014, net assets of \$953,057 were released due to the fulfillment of the purpose restriction to provide improvement district services.

NOTE 4 – LEASE COMMITMENT

The Organization entered into a month to month lease agreement with CFRI/Urban 901 Market, LLC on December 10, 2008. Total rent is \$450 per month.

NOTE 5 – RETIREMENT PLAN

The Organization sponsors a defined contribution plan for its full-time employees. The Organization contributed \$675 to the plan during the year ended December 31, 2014.

NOTE 6 – SUBSEQUENT EVENTS

The Organization evaluated subsequent events for recognition and disclosure through June 2, 2015, the date which these financial statements were available to be issued. Management concluded that no material subsequent events have occurred since December 31, 2014 that require recognition or disclosure in such financial statements.

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SUPPLEMENTAL INFORMATION

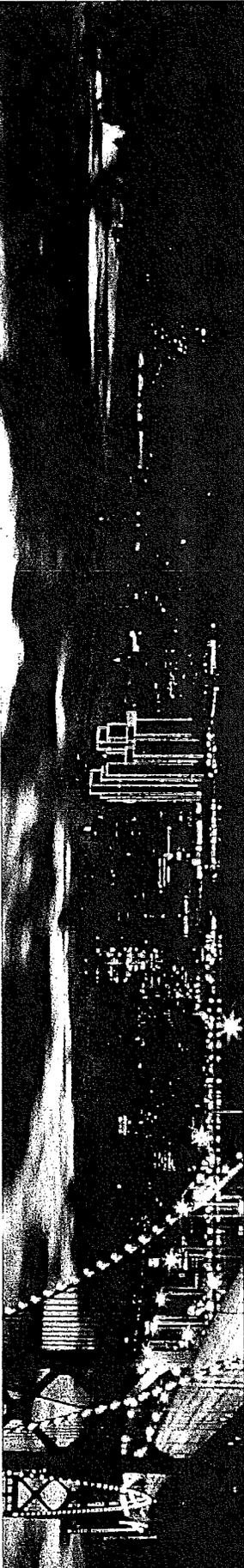
CENTRAL MARKET COMMUNITY BENEFIT CORPORATION

SCHEDULE OF FUNCTIONAL EXPENSES

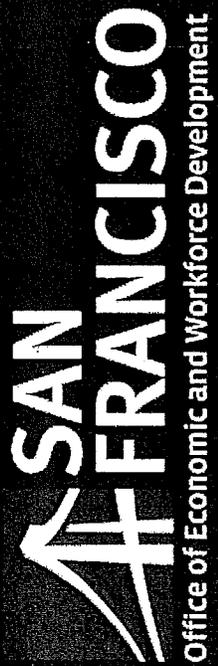
For the Year Ended December 31, 2014

	<u>Totals</u>
<i>Program Services</i>	
Cleaning and Maintenance	
Cleaning and Maintenance Support	\$344,730
Cleaning Maintenance Indirect Expense	<u>14,478</u>
Total Cleaning and Maintenance Expense	<u>359,208</u>
Public Safety	
Community Guides	342,465
Dispatch Services	42,196
10B Officers	4,564
Public Safety Indirect Expense	<u>17,757</u>
Total Public Safety Expense	<u>406,982</u>
Economic Development	
Economic Development	48,678
Economic Development Indirect Expense	<u>2,321</u>
Total Economic Development	<u>50,999</u>
Marketing and Promotion	
Marketing and Promotion	14,538
Marketing and Promotion Indirect Expense	<u>807</u>
Total Marketing and Promotion Expense	<u>15,345</u>
Non Assessment Expenses	
In-Kind Expense	21,817
Non-Assessment	13,419
Non-Assessment Program Expense	<u>85,287</u>
Total Non-Assessment Expense	<u>120,523</u>
Total Program Expense	<u>953,057</u>
<i>Management and General</i>	
Rent	5,850
Office Supplies	5,136
Accounting and Auditing Fees	18,419
Other Indirect Expense	1,665
Staff	
Salaries	158,181
Payroll Taxes	11,428
Health and Other Fringe Benefits	9,884
Workers' Compensation	1,509
Payroll Fees	6,251
Hiring and Recruitment Fees	<u>75</u>
Total Management and General	<u>218,398</u>
Total Expenses (A)	<u><u>\$1,171,455</u></u>

(A) - Total Expenses does not include contingencies and reserve



Central Market Community Benefit District



Legislative Overview

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

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

Review Process

This resolution covers the Annual Report for CY 2014

OEWD ensures that all CBDs/BIDs are meeting their management plans.

- OEWD staff conducts an annual review of Annual Reports and CPA Financial Reviews.
- OEWD provides the Board Supervisors with a summary memo.

2090

Parcel Map



SAN FRANCISCO
Office of Economic and Workforce Development



CENTRAL MARKET
COMMUNITY BENEFIT DISTRICT



2091



SAN FRANCISCO

Office of Economic and Workforce Development

CMCBD Formation

CMCBD	Type	Assessment Budget*	Year Established	Year Renewed	Expired
	Property-Based	\$ 1,225,433.63	2006	2013	June 30, 2028

2092

**budget identified in management plan*

CMCBD Operations

Staff

- Executive Director – Tracy Everwine

Service Areas

- **Public Safety**
 - This program focuses on the overall safety of the Central Market district.
 - Contracts with MJM Management Group to staff Community Guides.
 - Hires 10 SFD 10B Officers.
- **Cleaning and Maintenance**
 - This service area includes graffiti abatement, spot cleaning, sidewalk sweeping, and trash removal within the Central Market district. The organization contracts with MJM Management Group for Clean Team staff.
- **Management & Economic Development**
 - This service area includes business attraction, retention, and expansion within the Central Market district. Additionally, it provides advocacy for the district as well day-to-day administration of the organization.

2093

BENCHMARKS

OEWD's staff reviewed the following budget related benchmarks for CMCBD:

Benchmark 1 – Whether the variance between the budget amounts for each service category was within 10 percentage points from the management plan.

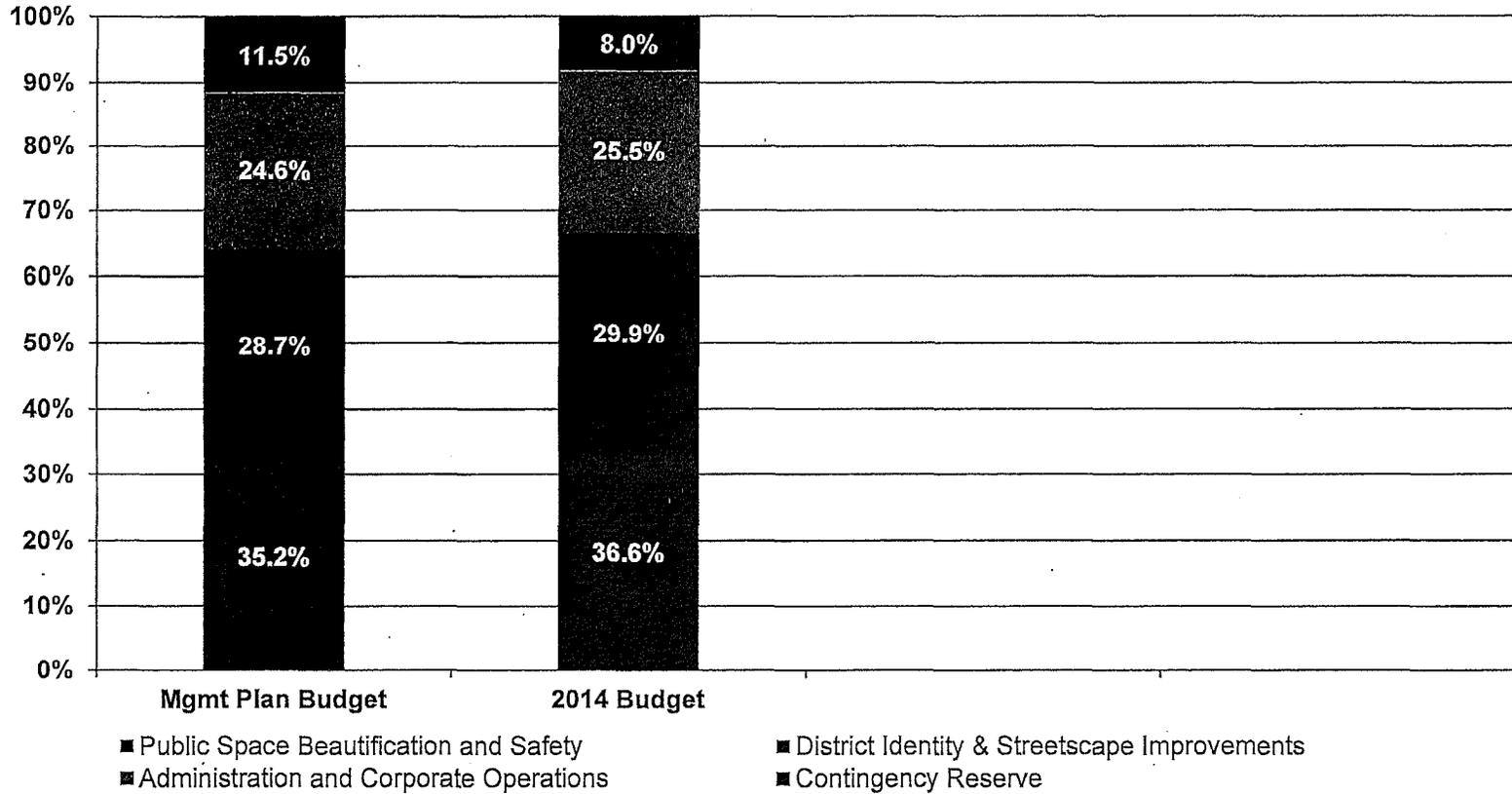
Benchmark 2 – Whether three and sixty eight hundredths percent (3.68%) of CMCBD's actuals came from sources other than assessment revenue.

Benchmark 3 - Whether the variance between the budget amounts for each service category was within 10 percentage points from the actuals.

Benchmark 4 - Whether CBD is indicating the amount of funds carried over from the current fiscal year and designating projects to be spent in the upcoming fiscal year.

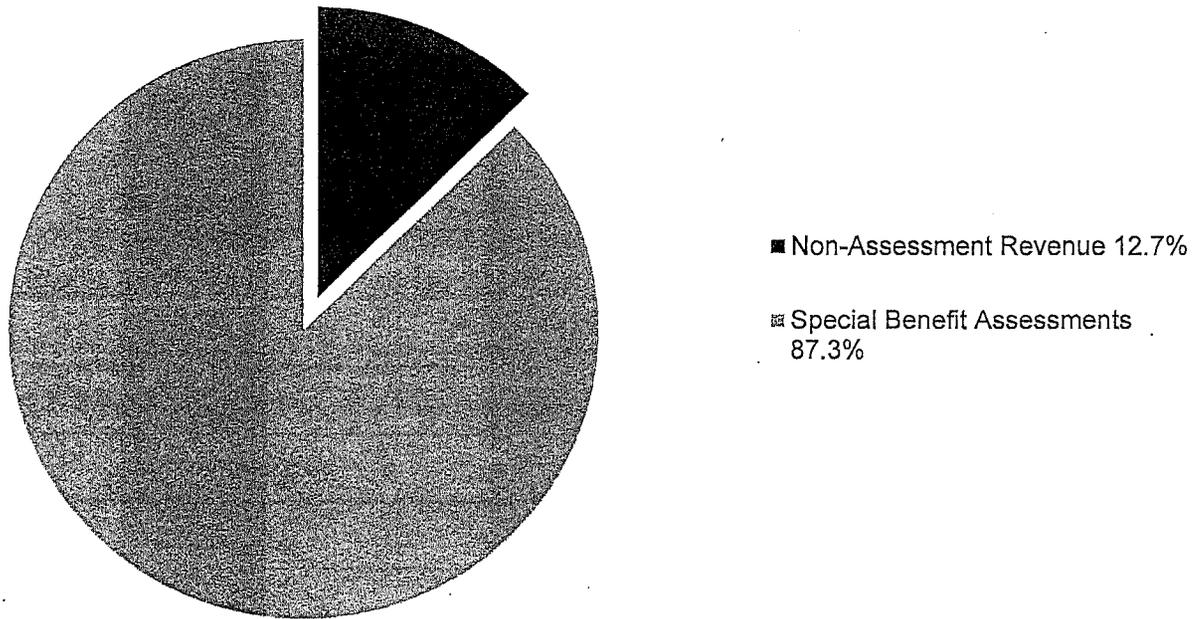
Management Plan vs. Annual Budgets

2095



Assessment Revenue & Other Income

CY 2014



2096

Budget vs Actuals

Service Category	CY 2014 Variance Percentage Points
Public Safety	-1.8%
Cleaning and Maintenance	+0.9%
Management and Economic Development	-1.2%
Contingency	+2.1%

Carryover

Designated Projects

CY 2014

Contingency & Reserve

\$118,857

Non-Assessment Revenue Net Assets

\$17,458

Total Designated Amount

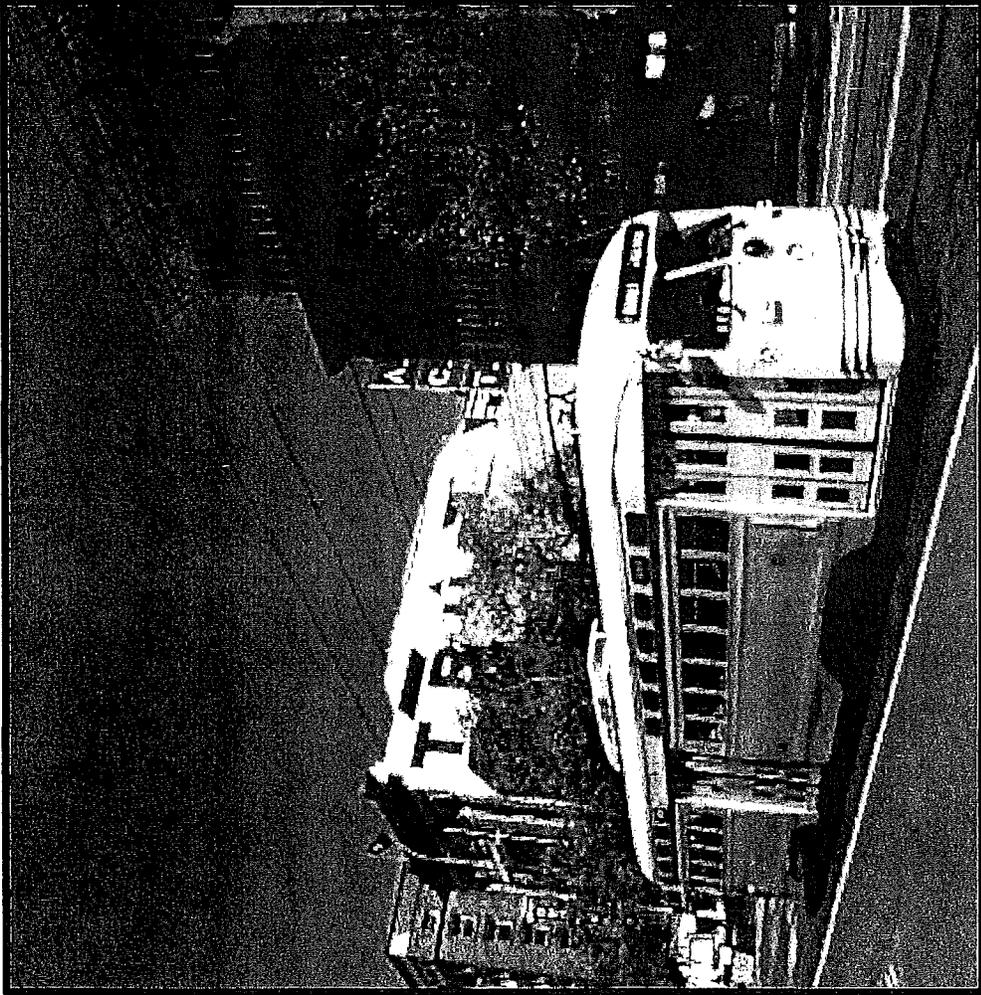
\$136,315

2098

Conclusion

CMCBD has performed well in implementing the service plan in the district:

- **Central Market CBD implemented all recommendations from their previous annual report period.**
- **The organization did a commendable job of raising +9.02% in non-assessment revenue to support the district.**
- **Continues to partner well with community organizations and municipal organizations to fulfill the District management plan.**
- **Maintained an active board of directors and robust subcommittees.**



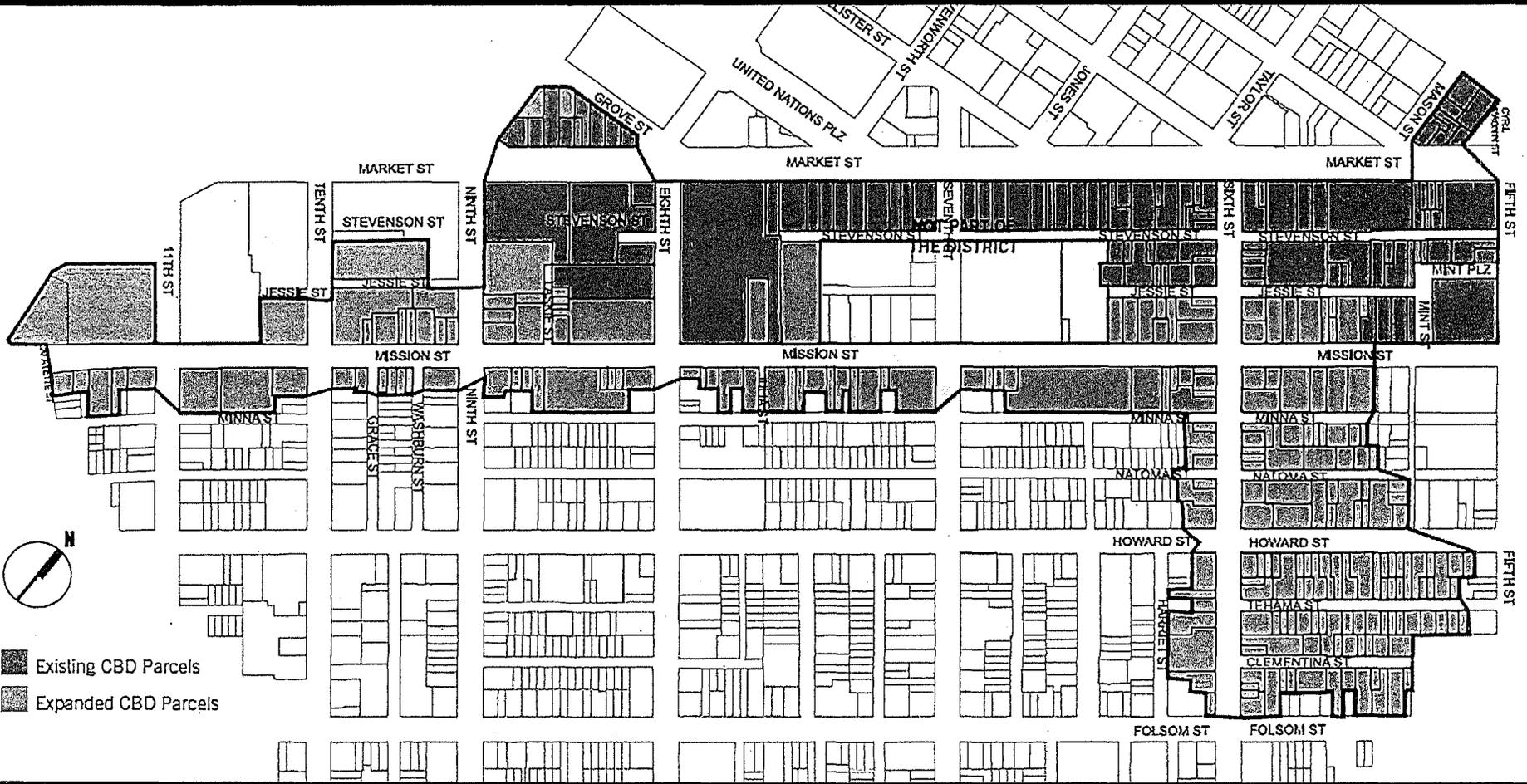
C M C B D

central market community benefit district



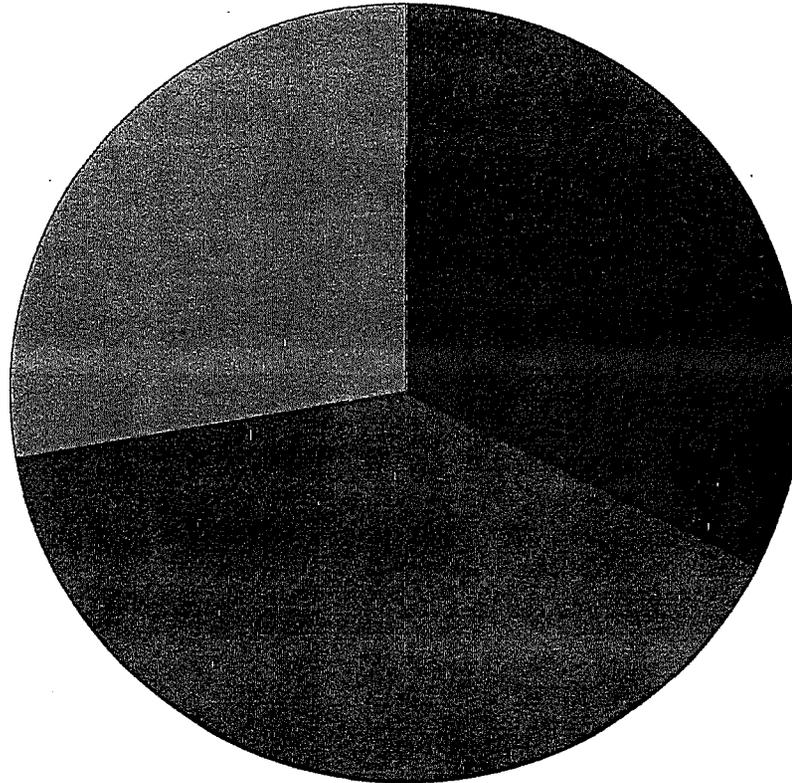
2014 Renewed for 15 Years with Expanded Boundaries

2101

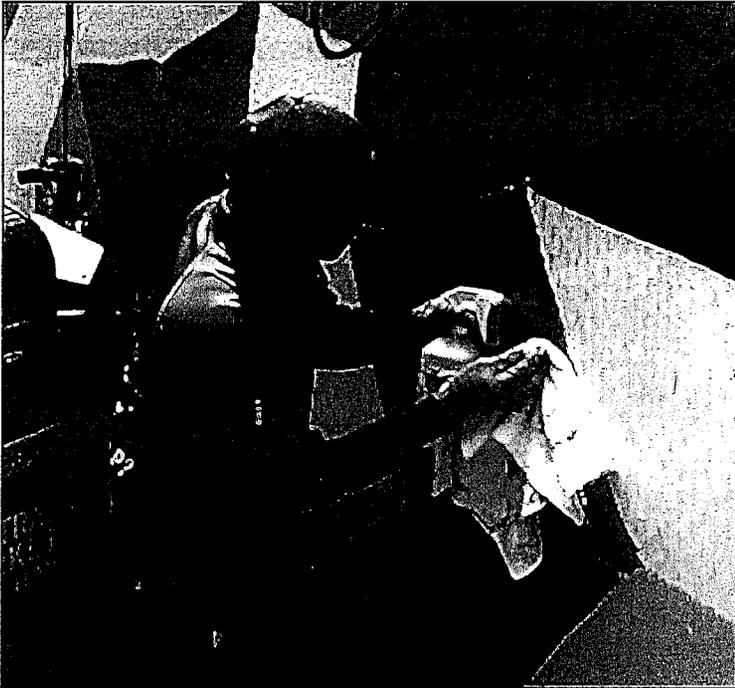


C M C B D 2014 Budget \$1.2M

- Cleaning & Maintenance
- Public Safety
- Management & Economic Development



CMCBD Cleaning & Maintenance



2103

Human and animal waste removed
 Graffiti tags removed
 Syringes disposed

	<u>Monthly Avg.</u>	<u>Yearly total</u>
Human and animal waste removed	534	6,409
Graffiti tags removed	478	5,739
Syringes disposed	171	2,051

CMCBD Public Safety: Community Guides

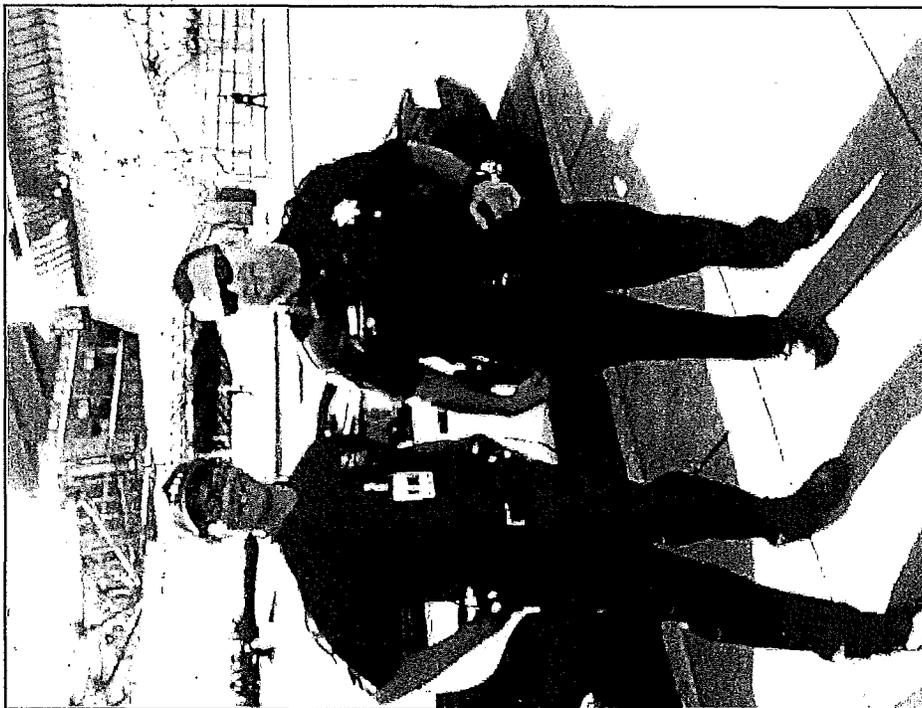
2104



Loitering and trespassing issues
 Directions and referrals
 Illegal vending

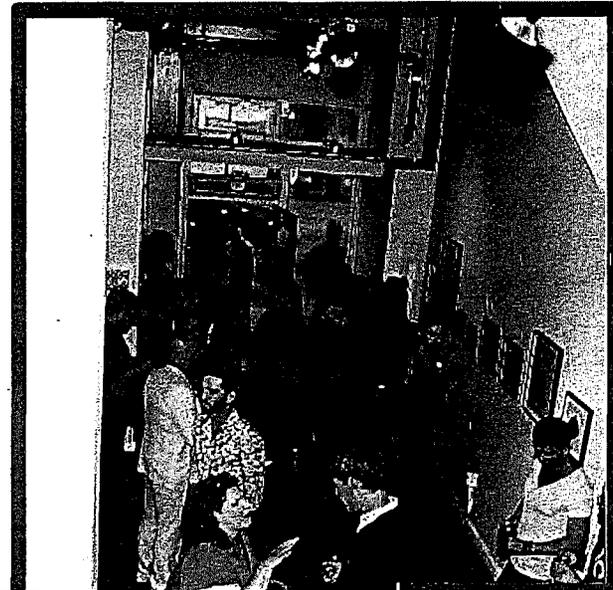
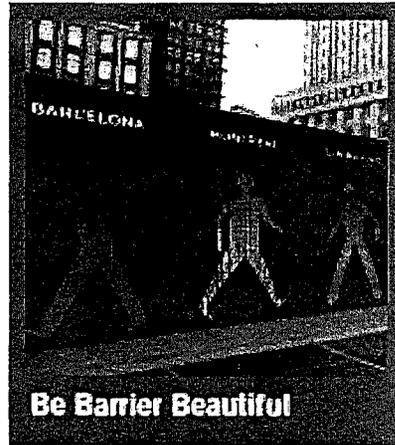
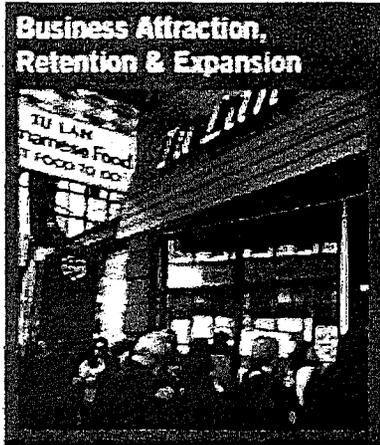
<u>Monthly Avg.</u>	<u>Yearly total</u>
311	3,734
259	3,110
178	2,133

C M C B D Public Safety: 10b Officers



CMCBD Economic Development

2106

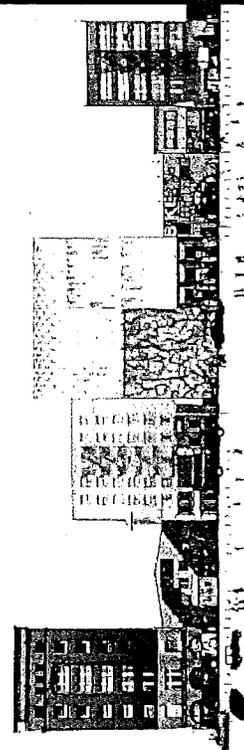
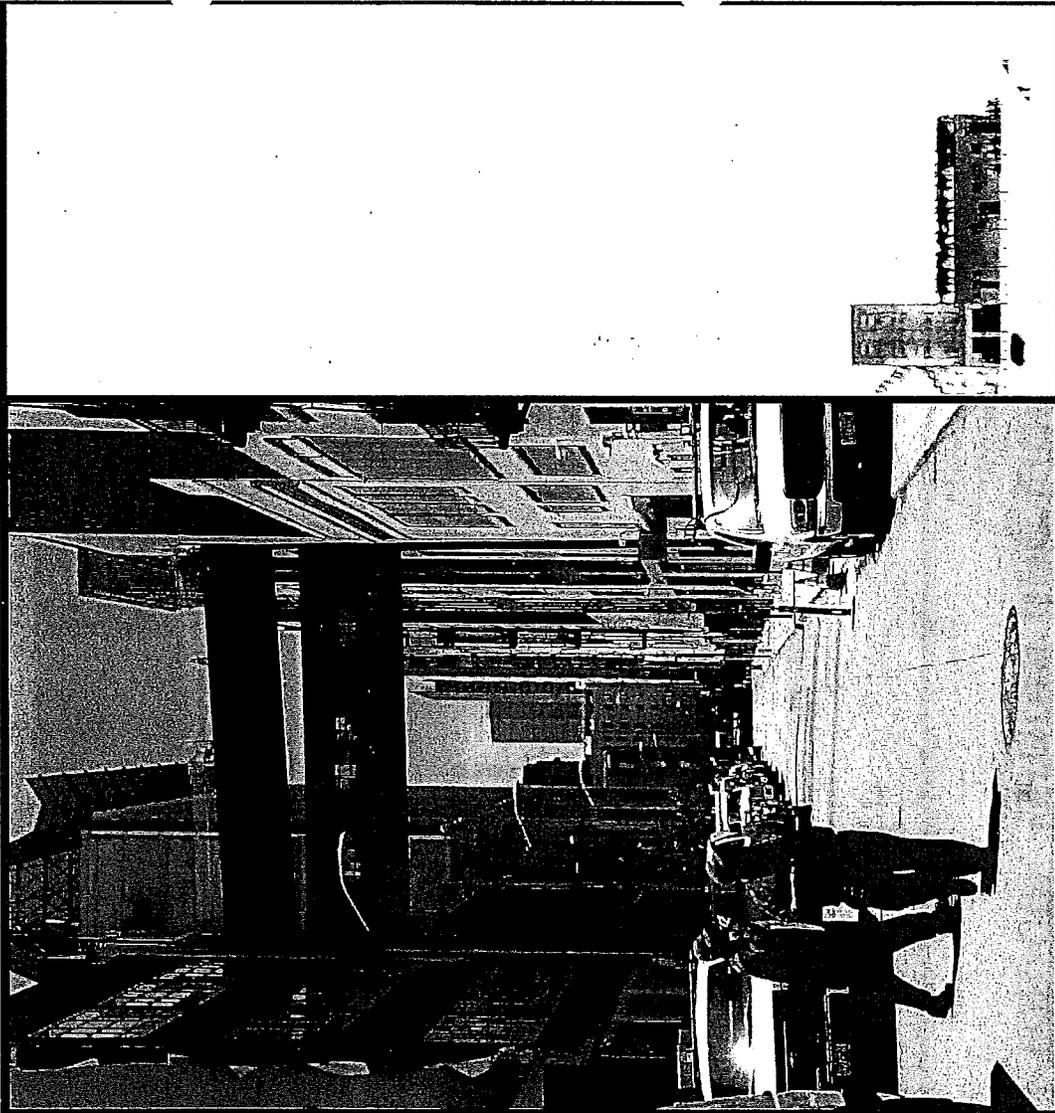


- Fill Commercial Retail Vacancies
- Small Business Technical Assistance
- Construction Barricade Enhancement
- 2 Blocks of Art Art Walk

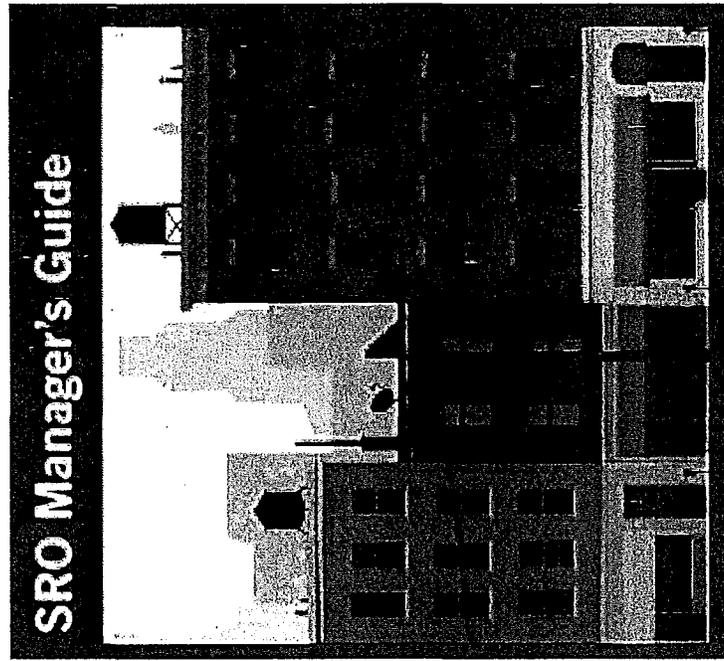
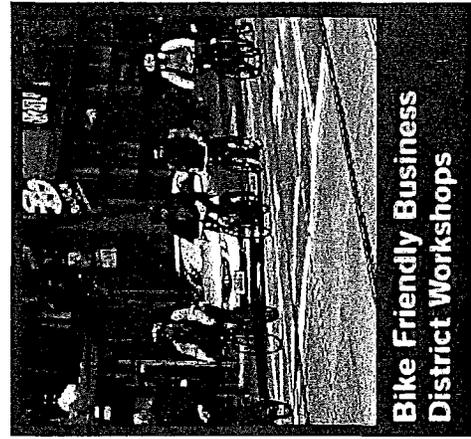
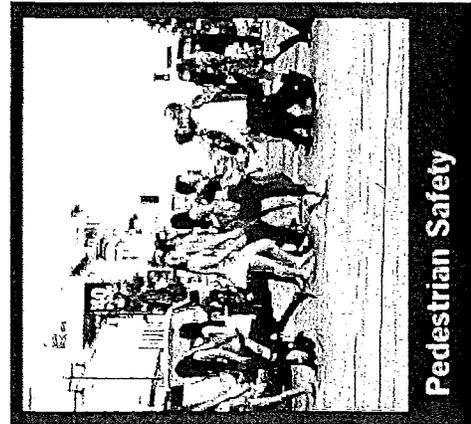
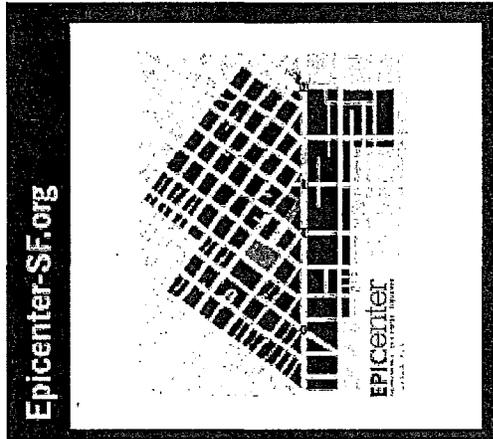
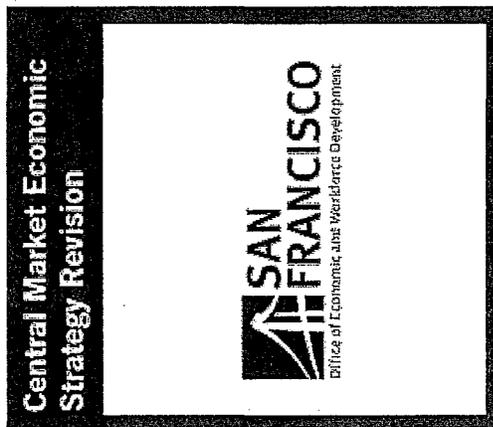


CMCBD Economic Development

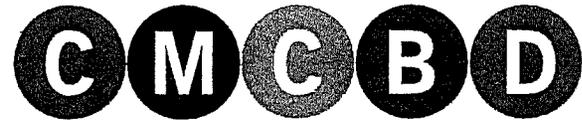
- Stevenson Alley Design Guidelines



CMCBD Additional Projects, Grants and Contracts



THANK YOU



central market community benefit district

**7 a.m. – 7 p.m.
7 days a week**

**Phone:
(415) 543-5223**

**Text or Email:
dispatch@central-market.org**



BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. 554-5184
Fax No. 554-5163
TDD/TTY No. 554-5227

MEMORANDUM

TO: Ben Rosenfield, City Controller, Office of the Controller
Todd Rufo, Director, Office of Economic and Workforce Development

FROM: Erica Major, Assistant Committee Clerk, Government Audit and Oversight
Committee, Board of Supervisors

DATE: May 3, 2016

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Government Audit and Oversight Committee has received the following proposed legislation, introduced by Supervisor Kim on April 26, 2016:

File No. 160430

Resolution receiving and approving annual reports for the Central Market Community Benefit District for calendar year 2014, submitted as required by the Property and Business Improvement District Law of 1994 (California Streets and Highways Code, Sections 36600, *et seq.*), Section 36650, and the District's management agreement with the City, Section 3.4.

If you have any additional comments or reports to be included with the file, please forward them to me at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102.

c:
Todd Rydstrom, Office of the Controller
Ken Rich, Office of Economic and Workforce Development
Lisa Pagan, Office of Economic and Workforce Development

Introduction Form

By a Member of the Board of Supervisors or the Mayor

RECEIVED IN
BOARD
4.26.16
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 [] inquires"
- 5. City Attorney request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. []
- 9. Reactivate File No. []
- 10. Question(s) 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 a Imperative Form.

Sponsor(s):

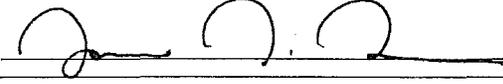
KIM

Subject:

Central Market Community Benefit District - CY 2014 Annual Report to the City

The text is listed below or attached:

See attached.

Signature of Sponsoring Supervisor: 

For Clerk's Use Only:

