



Edwin M. Lee, Mayor
Naomi Kelly, City Administrator



Cetity and County of San Francisco City Administrator One Kings Lane Community Benefit Agreement 2013 Progress Report Final

1. One Kings Lane will encourage employees to volunteer in the Central Market and Tenderloin neighborhoods. Employees will be compensated for these community volunteer activities as if they were usual work days.

Communicated local volunteer opportunities to employees; employees receive regular compensation during volunteer activities.

Progress: Completed

2. One Kings Lane's community liaison and employees will select community-based organizations for volunteer days, consistent with the Citizens Advisory Committee framework, and will notify the City Administrator's Office of its selections. Areas of interest expressed by One Kings Lane in year one include affordable housing and homeless programs for women and families.

More than 30 hours of employee time spent on company organized volunteer activities with CBOs in Q1.

Company organized employee volunteer activities in Q1 included: Raphael House dinner service (February) Tenderloin Community Garden planting (April)

More than 40 hours of employee time spent on company organized volunteer activities with CBOs in Q2.

Company organized employee volunteer activities in Q2 included: Tenderloin YMCA (May); St. Anthony's Foundation sock drive and clothes sorting (June); AIDS Walk (July)

Community Volunteering & Community Support

- February – Employees volunteered at Raphael House for dinner service.
- March – One Kings Lane was a “Good Neighbor” sponsor of the Bold Italic's Mid Riff microhood event; employees attended evening events.
- April – 10 Employees volunteered at Tenderloin Community Garden on Earth Day.
- June – Employees contributed to a sock drive at Episcopal Community Service's emergency shelter.
- November – Food drive supporting SF Food Bank (contributed more than 1,600 cans).
- December – Employees provided holiday gifts for 30 students enrolled in Episcopal Community Service's GED program.
- December – Group of One Kings Lane employees volunteered at the family housing site, assisting with gift distribution to kids and families and serving the community holiday meal.

Progress: Completed

3. One Kings Lane will encourage employees to join Boards of Directors of local community nonprofits, to lend their fiscal and personal expertise to governance of local community based organizations.

Will share opportunities as they are presented to OKL.

Progress: Completed

4. *Training and hiring San Franciscans.* One Kings Lane will partner with the City and County of San Francisco to train and hire eligible and qualified San Franciscans through the First Source Hiring program, which works in conjunction with community-based organizations specializing in providing training and placement for jobs or internships.

Met with CCSF representatives in April to discuss opportunities and share job listings with First Source Hiring program.

Progress: Completed

5. TechSF. One Kings Lane will participate in the TechSF initiative by attending at least one TechSF event in 2013, and maintaining regular contact with the City Administrator's Office of Innovation on its progress.

Notified employees of TechSF Nerd Underground events.

Progress: Completed

6. One Kings Lane will establish a local nonprofit grant program to support nonprofits in the Central Market and Tenderloin with donated product.
 - a. In year one, One Kings Lane will partner with Hamilton Family Center to provide product to benefit homeless families, and with Tenderloin Housing Clinic, to provide product to residents of single-room occupancy hotels.
 - b. Decisions on additional groups to support during 2013, if any, shall be determined solely by One Kings Lane and are not subject to protest or appeal.

In Q1 OKL and Hamilton Family Center began discussing the organization's specific product needs focusing on areas within its main residences and emergency center.

Tenderloin Housing Clinic – Hartland Hotel

One Kings Lane worked with a local designer to redesign the lobby meeting space for residents. Design concept and paint colors were submitted for review and approved by Hartland Hotel. In December 2013 One Kings Lane volunteers planned and managed painting, procurement of furnishings and supplies, moving the furnishings into the location and decorating the space.

Hamilton Family Center

One Kings Lane volunteers worked closely with the staff at the Hamilton Family Residences & Emergency Center to redesign the location's teen room. Planning took place over summer 2013, with design concept and paint color submitted and approved by Hamilton Family Center staff. One Kings Lane volunteers sourced and procured furnishings and supplies, an

in September One Kings Lane volunteers moved furnishings into the space decorated the area for teens in the residences.

Progress: Completed

7. One Kings Lane will encourage employees to volunteer as tutors at local schools, including the Tenderloin Community School, Bessie Carmichael Elementary School and other independent schools in the Central Market and Tenderloin area.

Discussed volunteer opportunities with SF School Board; registration process poses a challenge to scaling tutoring roles among employees.

Donated laptops to Bessie Carmichael Elementary School in December 2013, kicking off a donation program that we plan to continue in 2014.

OKL partnered with the Tenderloin YMCA to support its youth events; employee volunteers helped at the May 17 YMCA BBQ event, assisting with set up, and leading activities and sports with kids.

Progress: Completed

8. One Kings Lane will partner with at least one organization serving transitional age youth (aged 18-24) to provide opportunities for internships, mentoring, or matching grants for youth led programs.

Sponsored 2013 SF Fall Antiques Show, benefitting Enterprise for High School Students

Progress: Completed

9. One Kings Lane will encourage employees to attend local arts and cultural programming by making information on these opportunities available to employees.

Continually sharing local arts and culture events with employees including opportunities with CounterPulse, EpicenterSF, One Billion Rising, Hospitality House, The Bold Italic's Mid-Riff Microhood, and more.

Progress: Completed

10. One Kings Lane employees will participate in at least one street tree planting day in 2013, through a combination of employee volunteerism or direct contribution. This planting day may be combined with either of the two volunteer days.

Supported 1 urban forestry event in Q1

OKL employees volunteered at the Tenderloin Community Garden in April 2013

Progress: Completed

11. One Kings Lane will make employees aware of the Department of Public Works' Community Clean Team event in District Six next year so they may participate.

Shared calendar of events with SF employees.

Progress: Completed

12. One Kings Lane will participate in the public process to determine improvements to local transportation, including the process to renovate BART station entrances.

Employees participated in MUNI survey providing feedback re: 83x bus route.

Progress: Completed

13. If there is a “Sunday Streets” event in Central Market/Tenderloin, One Kings Lane will make employees aware of it.

Notified employees of Sunday Streets event taking place in August 2013.

Progress: Completed

14. One Kings Lane will consult with the San Francisco Bicycle Coalition on ideas for improvements in the Central Market and Tenderloin that would benefit those who bicycle.

Activities took place in Q2

Progress: Completed

15. One Kings Lane, in concert with other CBA companies, will assist the Mayor’s Office of Innovation in the City’s effort to conduct an assessment of opportunities to expand digital inclusion at nonprofit locations and in public rights of way in the local area, a process that will result in recommendations by the end of 2013.

Progress: Not Complete

16. One Kings Lane, in concert with other CBA companies, will engage with the Mayor’s Office of Innovation and the City Administrator’s office, to explore ways for implementing any of the recommendations contained in the City’s assessment described above.

See Above.

17. One Kings Lane will use commercially reasonable efforts to purchase goods and services from small businesses, local caterers, suppliers, and restaurants in the local community in 2013.

Approximately 200 employees in SF office that regularly patron local restaurants and businesses for meals, coffee, etc.

Regular catering from local vendors for monthly leadership team meetings, bi-weekly new employee orientations, quarterly board meetings. Once a month an all team lunch is catered locally.

Local purchasing for special events included: staff Valentines Day cookies from Polkadotties, purchased 200 balloons for company anniversary party from SF Party.

One Kings Lane has made significant efforts to cater meals and purchase supplies from local small businesses. Team lunches, board meetings, new employee orientations are frequently catered from local restaurants and caterers. By December 2013, we now cater from locations including (but not limited to) La Cajou, Cat's Head BBQ, and Lunch Geek on an almost weekly basis.

Catering from the CHEFS program with Episcopal Community Services for monthly new hire lunches (two days per month). We also are working with a nonprofit catering company, La Cocina, for new hire breakfasts.

Party supplies purchased from SF Party for company events.

Held company holiday party at a neighborhood establishment – Monarch on 6th & Mission.

Progress: Completed

18. One Kings Lane designates Gabrielle Wagner as the community liaison Gabrielle can be reached at Gabrielle@OneKingsLane.com

In Q1 One Kings Lane shifted its community liaison role to Stephanie Pettinati; SF@onekinglane.com.

Progress: Completed