

Dear Anonymous,

Sincerely, thank you for helping me out with an index of records. This is the fourth time that we have given Mr. Hooper the documents. In the first batch I e-mailed the documents in sets of ten. In the second batch I downloaded all of the documents to thumb drives, and gave them to Sheryl. The third time I resent the documents as I saw them being responsive to his additional questions, and the final set were from Hank, and indexed. Do you have a suggestion for Mr. Hooper and for OEWD that would make it easier for him to receive the documents?

At last night's meeting it was suggested that we print all of the documents, but my concern is that 2000 printed documents are even more challenging to search and match up to his specific questions. I could do that, but then I am just checking a box, and doing what is asked, but not what is helpful.

I am open to your suggestions. By way of background, I have been the custodian of records for 14 years at different City Departments. In that time I have only been to the Sunshine Task Force on one occasion, which they ruled in my favor. The Green Benefit Districts have been requested by three people, and you make the fourth.



OEWD goes above and beyond to respond to requestors. Prior to the pandemic we would e-mail requestors documents and meet in person with them to answer any clarifying questions they may have. I have even met with Mr. Sullivan in person to go over the documents.

Perhaps with your help we can end this For Next Loop that we are in. I would also like to apologize for my terse tone. By the time that I get to the hearings, I am on hour nine of my day, and with hearings that go until 10:45, that makes for an extremely long day. I would even be willing to discuss this case with you on a phone call. Maybe an exchange of information during normal business hours would be easier.

Thank you again,  
M.

Marianne Mazzucco Thompson  
Office of Economic and Workforce Development  
City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: Marianne.Thompson@sfgov.org

-----Original Message-----


From: Anonymoose   <arecordsrequestor@protonmail.com>  
Sent: Thursday, July 8, 2021 5:06 PM  
To: sfneighborhoods.net <info@sneighborhoods.net>; SOTF, (BOS) <sotf@sfgov.org>; John C. Hooper <hooparb@aol.com>; Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>; Heckel, Hank (MYR) <hank.heckel@sfgov.org>  
Subject: Re: MDGBD Financial Information File No. 19061 OEWD

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sources.

**Leger, Cheryl (BOS)**

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**From:** JOHN HOOPER <hooparb@aol.com>  
**Sent:** Tuesday, August 3, 2021 12:49 PM  
**To:** SOTF, (BOS); SF Bruce Wolfe; Leger, Cheryl (BOS)  
**Cc:** Anonymoose  Q; Mandelman, Rafael (BOS); Temprano, Tom (BOS)  
**Subject:** SOTF -please enter the following in the record of the 8/4/21 SOTF meeting re 19061 and 19062

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Dear Mr Chairman, SOTF members and Clerk:

At your 7/7/21 meeting, you found violations against OEWD (19061) and DPW (19062), both of which cases originated with a PRA request I made in February 2019.

I understand you will consider adopting the minutes of that 7/7/21 meeting tomorrow at your 8/4/21 meeting.

For the record, I have not been provided official notice concerning tomorrow's SOTF meeting despite the fact that:

- (1) my two complaints will be part of tomorrow's agenda;
- (2) you have already been informed that the minutes - at least regarding #19062 - are incorrect in their most important guideline from the SOTF to DPW: that DPW be required to go to Parks Alliance and request the information I have been seeking.  
(Please see 7/29/21 email to SOTF from anonymous regarding inaccurate minutes)
- (3) I have heard nothing substantive from either OEWD or DPW since your 7/7/21 guidance to those agencies.

Please acknowledge receipt of this email and ensure that the minutes of your 7/7/21 meeting are accurate and complete before you adopt them.

I will make every effort to phone in tomorrow, but am at a disadvantage by having not received timely and official notice of the 8/4/21 SOTF meeting.

Thank you,  
John Hooper 415-990-9511 cell

**Leger, Cheryl (BOS)**

---

**From:** JOHN HOOPER <hooparb@aol.com>  
**Sent:** Friday, November 20, 2020 7:55 AM  
**To:** SOTF, (BOS)  
**Subject:** FILES 19061 and 19062- missing material?

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Cheryl: At SOTF file page 465, you'll find an index of materials I had already submitted for the record including a 4/3/19 letter to the City Attorney re GBDs.

I can't find that actual letter in either file. Can you please let me know if I've overlooked it. It's important for the SOTF to read. I can submit it again if helpful.

John Hooper



**Leger, Cheryl (BOS)**

---

**From:** JOHN HOOPER <hooparb@aol.com>  
**Sent:** Friday, November 20, 2020 8:02 AM  
**To:** SOTF, (BOS)  
**Subject:** Please add to complaint files 19061 and 19062 for 12/2/20 SOTF meeting  
**Attachments:** Funding page oewd\_parksal\_grant\_01july18.pdf

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Please add this funding chart to both the above agenda items in preparation for the 12/2/20 meeting. It appears that both OEWD and PW provided funding for the MDGBD campaign.

John Hooper

Please allocate the following way:

Grantee: San Francisco Parks Alliance Blanket: Contract ID# 1000012901

Purpose/  
 Modules: Buena Vista and Dolores Park GBDs Amendment or New (circle one)

Amount to be encumbered: \$156,984.00 Workforce or Econ (circle one)

Grant Coordinator: Byron M Lam

General Fund	Other (Specify)
<p><b>IIN 18<sup>th</sup> St. Merchant Capacity Building (ACT 0093)</b>            Dept: 207767            Fund: 10010            Authority: 16652            Project: 10022531            Activity: 0093            \$25,000</p>	<p><b>DPW</b>            Dept: 2207767            Fund: 10020            Authority: 17355            Project: 10022531            Activity: 0072            Budget: FY 19            \$33,000.00  <b>\$33,000 from DPW work order in FY 17-18</b></p> <p><b>Public Works work order in FY 18-19</b>            Dept: 207767            Fund: 10010            Authority: 16652            Project: 10022531            Activity: 0136            \$98,984.00 Public Works Order FY18-19</p>

**Leger, Cheryl (BOS)**

---

**From:** JOHN HOOPER <hooparb@aol.com>  
**Sent:** Saturday, December 5, 2020 1:41 PM  
**To:** SOTF, (BOS)  
**Subject:** GBD: Chris Corgas and Jonathan talk about whether the deliverables Jonathan received are approved  
**Attachments:** RE\_ Funding Request Deliverables approval - OEWD GBD Grant.pdf

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Please include this email exchange (attachment)  
in the file of Complaints # 19061 and #19062 and alert task force members to new info coming to light.

Please acknowledge receipt.

**Subject: Chris Corgas and Jonathan talka about whether the deliverable Jonathan received are approved**

**From:** [Corgas, Christopher \(ECN\)](#)  
**To:** [Goldberg, Jonathan \(DPW\)](#)  
**Subject:** RE: Funding Request - OEWD GBD Grant  
**Date:** Tuesday, January 22, 2019 3:16:28 PM

---

Thanks, Jonathan!

**From:** Goldberg, Jonathan (DPW)  
**Sent:** Friday, January 18, 2019 5:21 PM  
**To:** Corgas, Christopher (ECN) <[christopher.corgas@sfgov.org](mailto:christopher.corgas@sfgov.org)>  
**Subject:** RE: Funding Request - OEWD GBD Grant

Yes, I've reviewed the attached deliverables and all seems to address corresponding tasks listed in the grant agreement. Consider it "approved" on my end.

Cheers,  
Jonathan

Jonathan Goldberg  
Green Benefit District  
Program Manager

Operations | San Francisco Public Works | City and County of San Francisco  
2323 Cesar Chavez Street | San Francisco, CA 94124 | (o) 415.695.2015 | (c) 415.304.0749  
[sfpublicworks.org](http://sfpublicworks.org) · [twitter.com/sfpublicworks](https://twitter.com/sfpublicworks)

**From:** Corgas, Christopher (ECN)  
**Sent:** Friday, January 18, 2019 12:06 PM  
**To:** Goldberg, Jonathan (DPW) <[jonathan.goldberg@sfdpw.org](mailto:jonathan.goldberg@sfdpw.org)>  
**Subject:** FW: Funding Request - OEWD GBD Grant

Hi Jonathan,

Do these documents satisfy your needs for the GBD program? I am reviewing for approval now.

Regards,

**Chris Corgas, MPA**  
Senior Program Manager  
Office of Economic and Workforce Development  
1 Dr. Carlton B. Goodlett Place, Room 448  
San Francisco, CA 94102  
O: 415-554-6661

[christopher.corgas@sfgov.org](mailto:christopher.corgas@sfgov.org)

**From:** Brooke Ray Rivera [<mailto:brookeray@sfparksalliance.org>]  
**Sent:** Friday, January 18, 2019 11:26 AM  
**To:** Corgas, Christopher (ECN) <[christopher.corgas@sfgov.org](mailto:christopher.corgas@sfgov.org)>; Lam, Byron (ECN) <[byron.lam@sfgov.org](mailto:byron.lam@sfgov.org)>; Julia Ayeni <[juliaayeni@sfparksalliance.org](mailto:juliaayeni@sfparksalliance.org)>; Madeline Porter <[madeline@sfparksalliance.org](mailto:madeline@sfparksalliance.org)>  
**Subject:** Fwd: Funding Request - OEWD GBD Grant

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Adding Chris Corgas. I just spoke with Byron and he's going to send us instructions for entering the invoice into the online TGS system. Thanks Byron!

----- Forwarded message -----

**From:** Julia Ayeni <[juliaayeni@sfparksalliance.org](mailto:juliaayeni@sfparksalliance.org)>  
**Date:** Wed, Jan 16, 2019 at 9:53 AM  
**Subject:** Funding Request - OEWD GBD Grant  
**To:** <[byron.lam@sfgov.org](mailto:byron.lam@sfgov.org)>  
**Cc:** Brooke Ray Rivera <[brookeray@sfparksalliance.org](mailto:brookeray@sfparksalliance.org)>, Madeline Porter <[madeline@sfparksalliance.org](mailto:madeline@sfparksalliance.org)>

Hi Byron,

We are submitting our first funding request for our OEWD GBDs grant (see scope & budget attached). Attached please find the supporting documentation required for Deliverables 1, 2 and 8.

Deliverable 1: Greater Buena Vista GBD Survey Report  
Deliverable 2: Dolores Park GBD Survey Report  
Deliverable 8: Letter to Inner Sunset GBD property owners and stakeholders


Please approve these, and then we can enter the funding request into the online portal system.

Thank you,  
Julia


--

Julia Ayeni  
Place Lab Project Manager  
415.906.6235  
[juliaayeni@sfparksalliance.org](mailto:juliaayeni@sfparksalliance.org)  
[sfparksalliance.org](http://sfparksalliance.org)

[placelabsf.org](http://placelabsf.org)

  
*See all we accomplished for SF parks & public spaces in our [2018 Impact Report](#)*

--  
Brooke Ray Rivera  
Director of Place Lab  
415.906.6238 (o)  
650.400.0484 (m)  
[brookeray@sfparksalliance.org](mailto:brookeray@sfparksalliance.org)  
[sfparksalliance.org](http://sfparksalliance.org)  
[placelabsf.org](http://placelabsf.org)

  
*- See all we accomplished for SF parks & public spaces in our [2018 Impact Report](#)*

**Leger, Cheryl (BOS)**

---

**From:** JOHN HOOPER <hooparb@aol.com>  
**Sent:** Saturday, December 5, 2020 1:49 PM  
**To:** SOTF, (BOS)  
**Cc:** mark; Rick Carell; Lilian Tsi; Glanville  
**Subject:** Chris Corgas explains in an e-mail that GBDs are run by DPW  
**Attachments:** 2018-1-2 Beverly Ng (REC) Chris (OEWD) talk about granting a GBD Has Kolbe Dolores Park Ambassador Group.pdf

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Please include the email exchange attached below as part of the official records of complaints # 19061 and 19062.

Please acknowledge receipt.

John Hooper

Begin forwarded message:

**Subject: Chris Corgas explains in an e-mail that GBDs are run by DPW**

attached is an email where Chris Corgas explains to Park and Rec that GBDs are run by DPW.

**Leger, Cheryl (BOS)**

---

**From:** John C. Hooper <hooparb@aol.com>  
**Sent:** Monday, November 23, 2020 11:24 AM  
**To:** SOTF, (BOS)  
**Subject:** Fwd: MDGBD Engineer's report and SOTF complaint # 19061  
**Attachments:** Engineers+Report+FINAL,+4-9-2019.pdf

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

The SOTF Complaint Committee was incorrectly informed by the OEWD Custodian of Records on 10/21/20 that "there was no Engineer's Report required of that ( ie Mission Dolores GBD) contract."

Attached is a copy of that report which was appealed to the State Board of Professional Engineers for inaccuracies.

It is important that the SOTF has accurate information upon which to base its deliberations. Please include in the record of #19061.

Thanks, JH

|



**Appendix A**

**Mission Dolores  
Green Benefit District**

**Engineer's Report**



**San Francisco, California**  
**April 2019**

***Prepared by:***  
**Kristin Lowell Inc.**

*Article XIID of the California State Constitution and the State of California Property and Business Improvement District Law of 1994 and augmented by Article 15A of the San Francisco Business and Tax Regulations Code to authorize a Green Benefit District*

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**ATTACHMENT A: Assessment Roll**

## ENGINEER'S STATEMENT

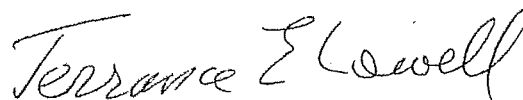
This Report is prepared pursuant to Article XIID of the California State Constitution (Proposition 218), and the State of California Property and Business Improvement District Law of 1994 as augmented by Article 15A of the San Francisco Business and Tax Regulations Code.

The Mission Dolores Green Benefits District ("MDGBD") will provide activities that are either currently not provided or above and beyond what the City of San Francisco provides. These activities will specially benefit each individual assessable parcel in the MDGBD. Every individual assessed parcel within the MDGBD receives special benefit from the activities identified under Section B of this Report. Only those individual assessed parcels within the MDGBD receive the special benefit of these proposed activities; parcels contiguous to and outside the MDGBD and the public at large may receive a general benefit, as outlined in Section E. The costs allocated to general benefits will be funded from sources other than special assessments.

The duration of the proposed MDGBD is ten (10) years, commencing July 1, 2019. An estimated budget for the MDGBD improvements and activities is set forth in Section F. Assessments will be subject to an annual increase of up to 3% per year as determined by the Owners' Association. Assessment increases must stay between 0% and 3% in any given year. Funding for the MDGBD improvements and activities shall be derived from a property-based assessment on each specially benefitted parcel in the MDGBD. A detailed description of the methodology for determining the proportional special benefit each individual assessable parcel receives from the service and the assessment for each parcel is set forth in Section G.

I hereby certify to the best of my professional knowledge that each of the identified assessable parcels located within the MDGBD will receive a special benefit over and above the benefits conferred to those parcels outside of the MDGBD boundary and to the public at large, and that the amount of the proposed special assessment is proportional to, and no greater than, the special benefits received.

Respectfully submitted,



Terrance E. Lowell, P.E.



## SECTION A: LEGISLATIVE AND JUDICIAL REVIEW

### **Property and Business Improvement District Law of 1994**

Streets and Highways Code Section 36600 et seq. (the "1994 Act"), as augmented by Article 15A of the San Francisco Business and Tax Regulations Code, authorizes the City to levy assessments upon real property for the purposes of providing improvements and activities that specially benefit each individual assessed parcel in the MDGBD. The purpose of the MDGBD is to encourage commerce, investment, and business activities and to improve residential serving uses by focusing on landscaping, improvements, and maintenance of plazas, parklets, sidewalks, unimproved areas, landscaped areas and gardens. In order to meet these goals, GBDs typically fund activities and improvements such as neighborhood beautification, enhanced safety and cleaning, and streetscape enhancements. Unlike other assessment districts which fund the construction of public capital improvements or maintenance thereof, MDGBDs provide activities and improvements "to promote the economic revitalization and physical maintenance of the business districts of their cities in order to create jobs, attract new businesses, and prevent the erosion of the business districts." (Streets and Highways Code Section 36601(b)). The improvements and activities funded through the MDGBD are over and above those already provided by the City within the MDGBD's boundaries. Each of the MDGBD activities or improvements is intended to improve the quality of life for its residents, increase building occupancy and lease rates, encourage new business development, and attract residential serving businesses and services.

Specifically, the State Law defines "Improvements" and "Activities" as follows:

*"Improvement" means the acquisition, construction, installation, or maintenance of any tangible property with an estimated useful life of five years or more...<sup>1</sup>*

*"Activities" means, but is not limited to, all of the following:*

- (a) Promotion of public events.*
- (b) Furnishing of music in any public place.*
- (c) Promotion of tourism within the district.*
- (d) Marketing and economic development, including retail retention and recruitment.*
- (e) Providing security, sanitation, graffiti removal, street and sidewalk cleaning, and other municipal services supplemental to those normally provided by the municipality.*
- (f) Other services provided for the purpose of conferring special benefit upon assessed real property.<sup>2</sup>*

Article 15A in the City & County of San Francisco's Business and Tax Regulations Code created a procedural vehicle for the City to establish GBDs. GBD improvements, services and activities may include, but are not limited to enhancements to, "Ecological, water and energy systems, pedestrian and bicycle amenities, and recreational improvements." As defined by Article 15A, public realm areas are, "Outdoor spaces open to the public including parks, parklets, sidewalks, unimproved areas, landscaped areas, plazas, and gardens." This means the services provided by a GBD can be tailored to benefit and address the needs of all open spaces in the community, not just formal parks.

<sup>1</sup> California Streets and Highways Code, Section 36610.

<sup>2</sup> California Streets and Highways Code, Section 36606.

## Article XIID of the State Constitution

In 1996, California voters approved Proposition 218, codified in part as Article XIID of the State Constitution. Among other requirements, Article XIID changes the way local agencies enact local taxes and levy assessments on real property. It states, in relevant part, that:

*(a) An agency which proposes to levy an assessment shall identify all parcels which will have a special benefit conferred upon them and upon which an assessment will be imposed. The proportionate special benefit derived by each identified parcel shall be determined in relationship to the entirety of the capital cost of a public improvement, the maintenance and operation expenses of a public improvement, or the cost of the property related service being provided. No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits are assessable, and an agency shall separate the general benefits from the special benefits conferred on a parcel. Parcels within a district that are owned or used by any agency, the State of California or the United States shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit.*

*(b) All assessments shall be supported by a detailed engineer's report prepared by a registered professional engineer certified by the State of California.<sup>3</sup>*

*"Special benefit" means a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large. General enhancement of property value does not constitute "special benefit."<sup>4</sup>*

## Judicial Guidance

Since the enactment of Article XIID, the courts have rendered opinions regarding various aspects of Article XIID. Notable portions of cases that apply to assessment districts in general and this MDGBD in particular are noted below.

*"The engineer's report describes the services to be provided by the [district]; (1) security, (2) streetscape maintenance (e.g., street sweeping, gutter cleaning, graffiti removal), and (3) marketing, promotion, and special events. They are all services over and above those already provided by the City within the boundaries of the [district]. And they are particular and distinct benefits to be provided only to the properties within the [district], not to the public at large—they 'affect the assessed property in a way that is particular and distinct from [their] effect on other parcels and that real property in general and the public at large do not share."<sup>5</sup>*

*"...separating the general from the special benefits of a public improvement project and estimating the quantity of each in relation to the other is essential if an assessment is to be limited to the special benefits."<sup>6</sup>*

<sup>3</sup> Section 4, Article XIID of the State Constitution.

<sup>4</sup> Section 2 (j), Article XIID of the State Constitution.

<sup>5</sup> *Dahms v. Downtown Pomona Property and Business Improvement District* (2009) 174 Cal.App. 4th 708, 722.

<sup>6</sup> *Beutz v. County of Riverside* (2010) 184 Cal. App. 4th 1516, 1532.

*"...the agency must determine or approximate the percentage of the total benefit conferred by the service or improvement that will be enjoyed by the general public and deduct that percentage of the total cost of the service or improvement from the special assessment levied against the specially benefitted property owners."<sup>7</sup>*

*"...even minimal general benefits must be separated from special benefits and quantified so that the percentage of the cost of services and improvements representing general benefits, however slight, can be deducted from the amount of the cost assessed against specially benefitting properties."<sup>8</sup>*

The contents of this Engineer's Report are prepared in compliance with the above noted authorizing legislation, the State Constitution and judicial opinions.

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<sup>7</sup> Golden Hill Neighborhood Association, Inc. v. City of San Diego (2011) 199 Cal.App. 4th 416, 438.

<sup>8</sup> Golden Hill Neighborhood Association, Inc. v. City of San Diego (2011) 199 Cal.App. 4th 416, 439.

## SECTION B: IMPROVEMENTS AND ACTIVITIES

The MDGBD Formation Committee collectively determined the priority services, activities and improvements that the MDGBD will deliver. The primary needs as determined by the property owners are Cleaning, Safety & Beautification; Advocacy & Engagement; and Accountability & Transparency:

### Cleaning, Safety & Beautification

The Cleaning, Safety & Beautification Program works to ensure the aesthetic beauty and cleanliness of the neighborhood, and provides a safe & welcoming environment for all while preserving the unique character of the community. The Program strives for a clean, litter-free, and well-kept environment by significantly reducing instances of graffiti, illegal dumping, overgrowth, and other signs of neglect, thus helping to build an aesthetically pleasing and vibrant community that honors the diversity and characteristics of the neighborhood. This includes a focus on the sidewalks, stairways, informal parks & open spaces, and public fixtures District-wide, in both the residential and commercial corridors. The Program will also collaborate with a broad base of internal & external stakeholders to address safety concerns respectful of all constituents.

The Cleaning, Safety & Beautification Program will apply throughout the Standard Service Zone as well as the Enhanced Service Zone, with the Enhanced Service Zone parcels receiving a higher frequency and concentration of these activities. These activities may include, but are not limited to:

- **Trash Patrol:** Supply trash and debris removal staff targeting trash and debris hot spots identified by the community.
- **Sidewalk Steam Cleaning:** Provide scheduled sidewalk steam cleaning/power washing in high need pedestrian areas and also on-call response.
- **Graffiti Abatement:** Address graffiti hotspots identified by the community and provide on-call response.
- **Care and Enhancement of Informal Parks & Open Spaces:** Perform small-scale sapling and shrub pruning, weed removal, fertilization, irrigation & turf care, and sidewalk/stairway improvements, fund new plantings if not provided for.
- **Safety Enhancements:** Work with City Departments to increase neighborhood safety. Contract additional assistance as needed, e.g. during major events or holidays. Activities may include providing a safe presence in public areas, and reporting safety issues.
- **Homeless & Transient Outreach:** Staff ambassadors that work with existing service providers to connect individuals in need to the services that exist, including services within the neighborhood.

### Advocacy & Engagement

The Advocacy & Engagement activities focus internally and externally on services, activities, and improvements to the neighborhood by creating a more vibrant, connected community. The increased advocacy ensures the City continues to deliver at least its current baseline of services while providing the opportunity to garner other in-kind support, grants, and donations from Public,

Private, & Non-Profit sources for the neighborhood. The activities aims to foster a sense of pride for the residents, merchants, and property owners via interactive community activities, beautification projects, and capital improvements. Guiding principles include a focus on natural beauty, sustainability, and preserving the unique character of the Mission Dolores (including the local businesses).

The Advocacy & Engagement Program will apply uniformly throughout the Standard Service Zone and Enhanced Service Zone overlay. These services may include, but are not limited to:

- **Neighborhood Advocacy:** Serve as a unified voice championing the needs of the Neighborhood when engaging City departments, Supervisors, Mayor's office and other local agencies. Ensure City fulfills commitment to providing "Baseline Services" are provided including keeping records of metrics and reporting.
- **Neighborhood Fundraising:** Secure additional funding for services & projects that will provide special benefits, by soliciting in-kind support, grants, and donations from government, private, and non-profit sources.
- **Community Engagement:** Work with the neighborhood's diverse group of stakeholders and community groups to plan and fund community activities such as neighborhood nights out, block parties, history walks, volunteer events, and temporary installations and performances to activate underutilized spaces
- **Neighborhood Improvement:** Deliver capital improvements projects that benefit the Community, amplify its unique character, and Greening & Sustainability. Improvements could include:
  - New Public Realm additions parklets, plazas, median & sidewalk greenings, street trees and/or furniture, green infrastructure with assistance from government agencies
  - Existing Public Realm improvements – Enhanced sidewalk landscaping & greenery: Public art & murals, improved lightning, additional trash and recycling receptacles, new traffic-calming features (Ride-sharing stops, pedestrian amenities, etc.)
- **Local Business Promotion:** Establish regular programming and events along the commercial corridor to further connection to neighborhood. Work together with local business to promote their offerings and secure grants for façade upgrades and economic assistance for new businesses
- **Strengthen the Connection between Parks and the Neighborhood:** Collaborate with the Recreation and Park Department along with stewardship groups to implement community-driven improvements that enhance the community's experience with (and impact from) the parks and open spaces.

## **Accountability & Transparency**

The Accountability & Transparency activities ensure the proper management of the MDGBD and the good stewardship of the community's funds & trust. The program strives to conduct



operations in an efficient, accountable & transparent manner. The Accountability & Transparency activities will go beyond simply following the law to exemplifying the community values.

The Accountability & Transparency Program applies to all facets of the MDGBD and may include, but is not limited to:

- **Quality Assurance:** Core activities of the MDGBD board and staff include ensuring the organization, coordination, and delivery of all services for the MDGBD whether they are supplied from the City, Service Providers, or volunteers. Oversight of all MDGBD finances at the direction of the MDGBD Board Treasurer, who is ultimately responsible for the finances of the MDGBD. An Executive Director will serve as the public face and primary point of contact for the MDGBD, especially with City Hall and local agencies. Note that these services are basic to the mission-driven goals and purposes of the District and are not "management" or "overhead".
- **Communication & Outreach:** Core activities of the GBD include developing and executing the GBD's public communication and accountability strategy. Publication of newsletters, annual reports, budgets, and website to ensure that district stakeholders understand the purpose, accomplishments, and governance of the GBD. Responsible for coordination of any needed communication strategies or tools such media outreach, smartphone apps, public relations campaigns. Note that these communication and outreach activities are a core part of the GBD services and are not "management" or "overhead".
- **Compliance:** Ensure compliance with all government and grant reporting requirements.
- **Operations & Contingency:** Funds for insurance, accounting, annual audit/financial reviews, office expenses, reserves, and other operational needs.

## SECTION C: BENEFITTING PARCELS

### Overall Boundary

The MDGBD encompasses roughly 90 whole and partial blocks. In general, the District is bounded by Valencia Street to the east, Duboce Street to the north, Market Street, Sanchez Street, Prosper Street, Hartford Street, and Castro Street to the west, and 22<sup>nd</sup> Street and 21<sup>st</sup> Street to the south. The District abuts an existing Community Benefit District: the Castro/Upper Market Community Benefit District.

The MDGBD includes all parcels within the boundaries of:

- West side of Valencia Street, from Duboce Street south to 14<sup>th</sup> Street
- East and west sides of Valencia Street, from 14<sup>th</sup> Street south to 22<sup>nd</sup> Street, including APNs 3547 -018B and 3547 -019 on the south side of 14<sup>th</sup> Street, APNs 3569 -050 and 3569 -051 on the south side of 16<sup>th</sup> Street, APN 3589 -145 on the south side of 18<sup>th</sup> Street, APN 3609 -044 on the south side of 20<sup>th</sup> Street, APNs 3609 -025 and 3609 -023 on the north side of 21<sup>st</sup> Street, and APN 3616 -028 on the south side of 21<sup>st</sup> Street
- APNs fronting 21<sup>st</sup> Street, from Valencia Street west to Chattanooga Street
- APNs west of MUNI right-of-way (APN 3619 -033A), including APN 3619 -055, from 21<sup>st</sup> Street south to 22<sup>nd</sup> Street
- East side of Church Street, north to Hill Street
- APNs fronting Hill Street, from Church Street west to Castro Street, excluding APN 3620 -076
- East side of Castro Street, from Hill Street north to 19<sup>th</sup> Street
- APNs fronting 19<sup>th</sup> Street, east to Hartford Street, excluding APN 3583 -056
- Both sides of Hartford Street, from 19<sup>th</sup> Street north to 18<sup>th</sup> Street, excluding APNs 3583 -079 and 3583 -080, which are part of the Castro/Upper Market CBD
  - Excluding APNs fronting 18<sup>th</sup> Street, from Hartford Street east to Noe Street, which are part of the Castro/Upper Market CBD
- South side of 17<sup>th</sup> Street, from Hartford Street east to Noe Street
- Block 3564, on the east side of Noe Street, from 17<sup>th</sup> Street north to 16<sup>th</sup> Street, excluding APNs 3564 -049, 3564 -049, 3564 -074, 3564 -075, 3564 -076, 3564 -077, 3564 -078, 3564 -079, 3564 -080, 3564 -080A, 3564 -161, 3564 -162, 3564 -092, 3564 -093, and 3564 -095, which are part of the Castro/Upper Market CBD
- South side of 16<sup>th</sup> Street, from Prosper Street east to Sanchez Street
- East side of Sanchez Street, from 16<sup>th</sup> Street north to Market Street, excluding APNs 3558 -036 and 3558 -135 through 3558 -152, which are within the boundaries of Castro/Upper Market CBD
- South side of 15<sup>th</sup> Street, from Market Street to Church Street
- APNs 3544 -092 through -095, 3544 -053 through -057, on the on the east side of Church Street from 15<sup>th</sup> Street north to Market Street

### Benefit Zones

The MDGBD includes two benefit zones; the Standard Service Zone, and the Enhanced Service Zone. These zones are necessary to address the different levels of Cleaning, Safety, and Beautification service deployment and frequency. Advocacy & Engagement and Accountability & Transparency services will be provided uniformly throughout the district.

### ***Enhanced Service Zone***

The Enhanced Service Zone features active storefronts and local businesses, generating a higher-level of pedestrian traffic throughout the day and night. Thus, due to a higher volume of uses and user groups, it will receive an enhanced level of Cleaning, Safety, and Beautification service, e.g. more frequent sidewalk sweeping, trash removal, and safety enhancements. The Valencia Commercial Corridor includes all parcels abutting Valencia Street between Duboce Avenue and 22<sup>nd</sup> Street, in addition to the following parcels:

- APNs 3556 -016, and 3556 -230 through 3556 -236, on the southeast corner of 16<sup>th</sup> Street at Guerrero Street
- APN 3567 -001 on the northeast corner of Guerrero Street at 16<sup>th</sup> Street
- APNs on the north and south sides of 16<sup>th</sup> Street, from Guerrero Street east to Valencia Street
- Commercial corridor parcels abutting Valencia Street, including APNs 3547 -018B and 3547 -019 on the south side of 14<sup>th</sup> Street, APNs 3569 -050 and 3569 -051 on the south side of 16<sup>th</sup> Street, APN 3589 -145 on the south side of 18<sup>th</sup> Street, APN 3609 -044 on the south side of 20<sup>th</sup> Street, APNs 3609 -025 and 3609 -023 on the north side of 21<sup>st</sup> Street, and APN 3616 -028 on the south side of 21<sup>st</sup> Street
- APNs on the north and south sides of 18<sup>th</sup> Street, from Dolores Street west to Valencia Street

### ***Standard Service Zone***




The Standard Service Zone is all other parcels in the MDGBD. The Standard Zone does not have the concentration of storefronts and businesses as those in the Enhanced Zone, and thus, has lower volume of pedestrian traffic. Therefore, the Standard Zone does not require the same level of Cleaning, Safety, and Beautification services as the parcels in the Enhanced Service Zone.

A map of the proposed district boundary is provided below and Attachment A, the Assessment Diagram is attached as a separate document.

# PROPOSED BOUNDARIES OF MISSION DOLORES GREEN BENEFIT DISTRICT, SAN FRANCISCO, STATE OF CALIFORNIA SHEET 1 OF 1

A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California ST.s and Highways Code  
("Property and Business Improvement District Law of 1994," §§36600 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code

### LEGEND

-  GBD Boundary
-  Lot Boundary
-  Enhanced Service Zone

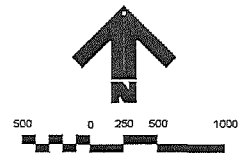
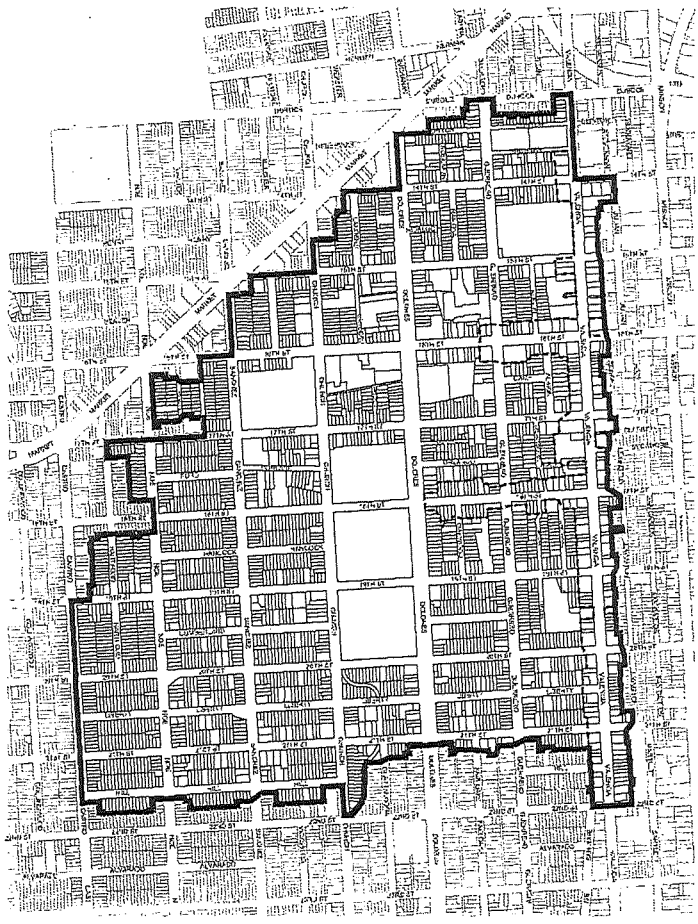
(1) FILED IN THE OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS FOR THE CITY AND COUNTY OF SAN FRANCISCO, THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2019.

ANGELA CALVILLO, CLERK OF THE BOARD OF SUPERVISORS, CITY AND COUNTY OF SAN FRANCISCO

(2) I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED BOUNDARIES OF THE MISSION DOLORES GREEN BENEFIT DISTRICT IN THE CITY AND COUNTY OF SAN FRANCISCO, STATE OF CALIFORNIA, WAS APPROVED BY THE BOARD OF SUPERVISORS OF THE CITY AND COUNTY OF SAN FRANCISCO AT A REGULAR MEETING THEREOF, HELD ON THE \_\_\_\_ DAY OF \_\_\_\_\_, 2019, BY ITS RESOLUTION NO. \_\_\_\_\_.

(3) FILED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2019, AT THE HOUR OF \_\_\_\_ O'CLOCK \_\_\_\_ M. IN BOOK \_\_\_\_ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AT PAGE \_\_\_\_ IN THE OFFICE OF ASSESSOR-RECORDER, CITY AND COUNTY OF SAN FRANCISCO, STATE OF CALIFORNIA, THIS \_\_\_\_ DATE OF \_\_\_\_ 2019.

CARMEN CHU, ASSESSOR-RECORDER, CITY AND COUNTY OF SAN FRANCISCO



File: K:\proj\1307.20\Mission Dolores GBD\Mission Dolores GBD Boundary.dwg Apr 10, 2019 1:16:10pm ewh/ter

P643

## SECTION D: PROPORTIONAL BENEFITS

### Methodology

Article XIID Section 4(a) of the State Constitution states that "The proportionate special benefit derived by each identified parcel shall be determined in relationship to the entirety of the capital cost of the public improvement, the maintenance and operation expenses of a public improvement, or the cost of the property related service being provided."

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

1. Defining the proposed activities.
2. Quantifying the degree to which the activities provide general versus special benefits.
3. Determining which parcels specially benefit from the proposed activities.
4. Determining the amount of special benefit each parcel receives.
5. Determining the proportional special benefit a parcel receives in relation to the amount of special benefit all other parcels in the MDGBD receive.

Each identified parcel within the MDGBD will be assessed based upon the special benefits received by that parcel, as determined by analyzing each parcel's unique characteristics in relationship to all other specially benefitted parcels' characteristics. As a result of this analysis, each parcel will be assessed at a rate which is commensurate with the amount of special benefits received.

### Property Use Considerations

The methodology provides the following treatments for property used exclusively for nonprofit or educational purposes:

**Nonprofit and Educational Parcels:** Nonprofit organizations (e.g. faith-based, low income housing, cultural, community services, etc.) and educational institutions will not specially benefit from increased commercial activity resulting from MDGBD services. Based on the activities proposed for the District, we estimate that this amounts to a 50% reduction in special benefits overall. Therefore, assessment rates shall be reduced by 50% if ALL of the following conditions are met:

1. The property owner is a nonprofit corporation that has obtained federal tax exemption under Internal Revenue Code section 501c3 or California franchise tax-exemption under the Revenue and Taxation Code Section 23701d.
2. The class or category of real property has been granted an exemption, in whole or in part, from real property taxation.
3. The nonprofit or educational use occupies a majority of building square footage within the subject property.
4. The property owner makes the request in writing to the City of San Francisco prior to the submission of the MDGBD assessment rolls to the County Assessor (to accommodate periodic changes in ownership or use, on or before July 1 of each year), accompanied by documentation of the tax-exempt status of the property owner and the class or category of real property.
5. The City of San Francisco may verify the documentation of tax-exempt status and classification of the property for assessment purposes prior to submitting the assessments to the County Assessor.

If ALL of these conditions are met, the amount of the MDGBD assessment to be levied will be reduced by one-half (50%).

The following table identifies the Educational and Non-Profit parcels that currently meet the above qualifications and will only be assessed at a 50% rate.

APN	OWNER NAME	APN	OWNER NAME
3533 -007	SAN FRANCISCO FRIENDS SCHOO	3567 -035	CHILDRENS DAY SCHOOL
3533 -037	MERCY HOUSING CA 69 L P	3567 -037	GRACE FELLOWSHIP COMMUNITY
3544 -041	SAN FRANCISCO FRIENDS SCHOO	3567 -056	NOTRE DAME SENIOR HOUSING C
3546 -002	SFCC HOUSING AUTHORITY	3567 -057	CHILDRENS DAY SCHOOL INC
3547 -009	HOUSNG DEV&NEIBHD PRES CORP	3568 -001	HOUSING DEVELOPMENT & NGHBR
3554 -016	MISSION HOUSING DEV CORP LA	3568 -003	CROWN HOTEL LLC
3554 -030	RECTOR WARDENS&VESTRYMEN OF	3577 -004	MISSION HOUSING DEV CORP
3554 -031	RECTOR WARDENS&VESTRYMEN OF	3577 -005	MISSION HOUSING DEVELOPMENT
3555 -004	APOLLO DEVELOPMENT ASSOCIAT	3577 -056	APOSTOLIC TEMPLE OF S F
3555 -062	480 VALENCIA ASSOCIATES	3577 -060	CORNERSTONE FAMILY FELLOWSH
3555 -063	CENTRO DEL PUEBLO INC	3577 -064	MISSION HOUSING DEVELOPMENT
3556 -025	HOLY FAMILY DAY HOMES OF SF	3577 -075	MISSION HOUSING DEVELOPMENT
3556 -055	MISSION DOLORES HOUSING ASS	3578 -032	FIRST COVENANT CH OF S F
3557 -010	ZAHAV SHA'AR	3578 -034	FIRST COVENANT CH OF S F
3558 -073	ST NICHOLAS CATHEDRAL MOSCO	3578 -038	FIRST COVENANT CH OF S F
3558 -074	ST NICHOLAS CATHEDRAL MOSCO	3578 -054E	FIRST COVENANT CH OF S F
3558 -113	16TH & CHURCH ST ASSOC IMPS	3578 -078	FIRST COVENANT CH OF S F
3565 -001	SAN FRANCISCO UNIFIED SCHOO	3579 -006	SAN FRANCISCO UNIFIED SCHOO
3566 -001	ARCHDIOCESE OF S F & SCHL J	3580 -196	3850 18TH STREET HOUSING AS
3566 -002	ARCHDIOCESE OF S F & SCHL J	3587 -012	VOICE OF CHRIST FULL GOSPEL
3566 -002A	ARCHDIOCESE OF S F & SCHL J	3587 -034	PROTESTANT EPISC BISHOP OF
3566 -053	R C ARCHBISHOP OF S F THE	3587 -078	MEDA SMALL PROPERTIES LLC
3566 -054	ARCHDIOCESE OF S F & SCHL J	3588 -050	MHDC ESPERANZA COLOSIMO L
3566 -055	ARCHDIOCESE OF S F & SCHL J	3588 -052	MHDC ESPERANZA COLOSIMO L
3567 -002	NORTHERN CALIFORNIA SVC LEA	3588 -082	SF WOMENS CENTERS INC
3567 -007	BOYS & GIRLS CLUBS OF SAN F	3596 -088	ASSEMBLY OF PENTECOSTAL CHU
3567 -020	BERNAL HEIGHTS HOUSING CORP	3596 -112	ST MARK INSTITUTIONAL MISSI
3567 -032	ARCHDIOCESE OF S F & SCHL J	3597 -063	LINE R SF LLC
3567 -033	ARCHDIOCESE OF S F & SCHL J	3598 -060	CHILDRENS DAY SCHOOL INC
3567 -034	GERMAN EVANGELICAL LUTH CH	3608 -025	899 GUERRERO STREET INC

**New assessments for a Change in Land Use:** If any parcel within the MDGBD changes land use during the life of the MDGBD, it will be subject to the assessment rate consistent with the assessment methodology for the new land use.

## Special Benefit Factors

Each parcel's proportional special benefit from the MDGBD activities is determined by analyzing two land use factors: Building Square Footage plus Lot Square Footage. These land use factors are an equitable way to identify the proportional special benefit that each of the parcels receive. Building square footage is relevant to the current use of a property and is also closely correlated to the potential pedestrian traffic from each parcel and the demand for MDGBD activities. A parcel's lot square footage reflects the long-term value implications of the improvement district. Together, these land use factors serve as the basic unit of measure to calculate how much special benefit each parcel receives in relationship to the district as a whole, which is the basis to then proportionately allocate the cost of the special benefits. As noted above, nonprofit and educational parcels receive only 50% of the special benefits as indicated by these factors, so their assessments are reduced accordingly.

**Building square footage** is defined as the total building square footage as determined by the outside measurements of a building. The gross building square footage is taken from the County of San Francisco Assessor's records.

**Lot square footage** is defined as the total surface area within the boundaries of the parcel. The boundaries of a parcel are defined on the County Assessor parcel maps.

These land use factors factor into calculating the relative special benefit to each parcel. The total number of benefit units by land use type and zone are as follows:

Land Use	Benefit Units	
	Lot SF	Building SF
<b>Enhanced Zone:</b> Comm/Govt/Res	1,084,237	1,923,492
<b>Standard Zone:</b> Comm/Govt/Res	8,421,504	9,002,206
Non-Profit/Educational	1,413,922	1,782,521
<b>TOTAL:</b>	<b>10,919,663</b>	<b>12,708,219</b>

## **SECTION E: SPECIAL and GENERAL BENEFITS**

State Law requires that assessments be levied according to the estimated special benefit each assessed parcel receives from the activities and improvements. Article XIID Section 4(a) of the California Constitution in part states that "only special benefits are assessable," which requires that we separate the general benefits, if any, from the special benefits provided by the proposed activities and improvements.

As of January 1, 2015, the State Legislature amended the 1994 Act to clarify and define both special benefit and general benefit as they relate to the improvements and activities these districts provide. Specifically, the amendment (Section 36615.5 of the Streets and Highways Code) defines special benefit as follows: "Special benefit' means, for purposes of a property-based district, a particular and distinct benefit over and above general benefits conferred on real property located in a district or to the public at large. Special benefit includes incidental or collateral effects that arise from the improvements, maintenance, or activities of property-based districts even if those incidental or collateral effects benefit property or persons not assessed. Special benefit excludes general enhancement of property value."

In addition, the amendment (Section 36609.5 of the Streets and Highways Code) defines general benefit as follows: "General benefit' means, for purposes of a property-based district, any benefit that is not a 'special benefit' as defined in Section 36615.5."

Furthermore, the amendment (Section 36601(h)(2)) states: "Activities undertaken for the purpose of conferring special benefits upon property to be assessed inherently produce incidental or collateral effects that benefit property or persons not assessed. Therefore, for special benefits to exist as a separate and distinct category from general benefits, the incidental or collateral effects of those special benefits are inherently part of those special benefits. The mere fact that special benefits produce incidental or collateral effects that benefit property or persons not assessed does not convert any portion of those special benefits or their incidental or collateral effects into general benefits."

### **Special Benefit Analysis**

All special benefits derived from the assessments outlined in this report are for property-related activities that are specifically intended for and directly benefitting each individual assessed parcel in the MDGBD. The special benefit must affect the individual assessable parcel in a way that is particular and distinct from its effect on other parcels and that real property in general and the public at large do not share. No parcel's assessment shall be greater than its proportionate share of the costs of the special benefits received.

Streets and Highways Code Section 36601(e) states that "Property and business improvement districts formed throughout this state have conferred special benefits upon properties and businesses within their districts and have made those properties and businesses more useful by providing the following benefits: (1) Crime reduction. A study by the Rand Corporation has confirmed a 12-percent reduction in the incidence of robbery and an 8-percent reduction in the total incidence of violent crimes within the 30 districts studied. (2) Job creation. (3) Business attraction. (4) Business retention. (5) Economic growth. (6) New investments."



The MDGBD's goal is to fund activities and improvements to provide a cleaner, safer and more attractive and economically vibrant environment as outlined in Section B. The goal of improving the economic vitality is to improve the safety, cleanliness, and appearance of each individual specially benefitted parcel in an effort to increase commerce, to increase building occupancy and lease rates and to attract more customers, employees, tenants and investors.

Each parcel will specially benefit from:

- Cleaner sidewalks, streets and common areas
- Real and perceived public safety improvements
- Greater pedestrian traffic
- Enhanced rental incomes
- Improved business climate
- New business and investment
- Well-managed GBD programs and services

Specifically, each parcel specially benefits from the MDGBD activities as defined below.

### ***Cleaning, Safety, & Beautification***

The enhanced cleaning and safety activities are special benefits provided directly to the assessed parcels. These activities will make the area more attractive and safer for businesses, customers, residents, and ultimately private investment. When business location decisions are made, "lower levels of public safety lead to increased uncertainty in decision making and can be perceived as a signal of a socio-institutional environment unfavorable for investment. Uncertainty affects the investment environment in general. But in particular, it increases the fear of physical damage to investment assets (or to people) or their returns... Almost universally, places with lower crime rates are perceived as more desirable".<sup>9</sup> As economic investment within the district grows, the assessed parcels will benefit from increased pedestrian traffic and commercial activity.

All parcels within the MDGBD will specially benefit from these activities, such as:

- Clean and Safety Ambassadors that provide a higher level of maintenance and safety within the district;
- Connecting the homeless to available resources;
- Removing graffiti from buildings to keep the aesthetic appeal uniform throughout the district;
- Maintaining sidewalks in front of each parcel creates a cohesive environment and allow pedestrians to move freely throughout the district.

### ***Advocacy & Engagement***

These activities consist of services that foster a sense of pride for the residents, merchants, and property owners via interactive community activities, beautification projects, and capital improvements. All parcels will specially benefit from these activities, such as:

- Neighborhood advocacy that champions the entire MDGBD with a unified voice when engaging City departments and other local agencies;

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<sup>9</sup> "Accelerating economic growth and vitality through smarter public safety management" IBM Global Business Services Executive Report, September 2012, pg. 2

- Fundraising that will leverage the assessments for additional services and projects throughout the MDGBD;
- Enhancing the public realm with additional parklets, plazas, landscaping, streetscape furniture, and new traffic-calming features;
- Promoting local businesses through special events and securing grants for façade improvements and economic assistance for new businesses.

### ***Accountability & Transparency***

The MDGBD requires a professional staff to properly manage programs, communicate with stakeholders and provide leadership. Each parcel will specially benefit from the MDGBD Administration staff that will ensure that the MDGBD services are provided and deployed as specifically laid out in this Engineer's Report and will provide leadership to represent the community with one clear voice.

### ***Special Benefit Conclusion***

Based on the special benefits each assessed parcel receives from the MDGBD activities, we conclude that each of the proposed activities provides special benefits to the real property within the MDGBD and that each parcel's assessment is in direct relationship to and no greater than the special benefits received.

The special benefit to parcels from the proposed MDGBD activities and improvements described in this report is the basis for allocating the proposed assessments. Based on the system of apportionment set forth in Section G, below, each individual assessed parcel's assessment does not exceed the reasonable cost of the proportionate special benefit it receives from the MDGBD activities.

### ***General Benefit Analysis***

As required by the State Constitution Article XIID Section 4(a), the general benefits of an assessment district must be quantified and separated out so that the cost of the activities that are attributed to general benefit are deducted from the cost assessed against each specially benefitted parcel. General benefits are benefits from the MDGBD activities and improvements that are not special in nature, are not "particular and distinct" and are not over and above the benefits that other parcels receive. This analysis will evaluate and determine the level of general benefits that (1) parcels inside of the MDGBD, (2) parcels outside of the MDGBD, and (3) the public at large may receive.

#### ***General Benefit to Parcels Inside the MDGBD***

The MDGBD provides funds for activities and improvements that are designed for and created to be provided directly to each individually assessed parcel within the MDGBD. Each individual assessed parcel will specially benefit from these activities, thus 100% of the benefits conferred on these parcels are distinct and special in nature and 0% of the MDGBD activities provide a general benefit to parcels in the MDGBD boundary.

#### ***General Benefit to Parcels Outside of the MDGBD***

All the MDGBD activities and improvements are provided directly to each of the individual assessed parcels in the MDGBD boundary. Each of the MDGBD activities is provided to the public right-of-ways (streets, sidewalks) adjacent to all specially benefitted parcels or tenants in the MDGBD. None of the surrounding parcels will directly receive any of the MDGBD activities. Any

benefits these parcels may receive are incidental to providing special benefits to the assessed parcels, and thus any cost associated with the incidental benefits is not reduced from the cost of providing special benefit.

**General Benefit to the Public At Large**

In addition to general benefit analysis to the parcels outside of the MDGBD boundary, there may be general benefits to the public at large, i.e., those people that are either in the MDGBD boundary and not specially benefitted from the activities, or people outside of the MDGBD boundary that may benefit from the MDGBD activities.

To calculate the general benefit the public at large may receive we determine the percentage of each MDGBD activity budget that may benefit the general public. In this case, the Advocacy & Engagement activities are tailored to benefit and promote each assessed parcel and are not intended to benefit the general public. Accountability & Transparency activities are to provide daily management of the MDGBD solely for the benefit of the assessed parcels, and are not intended to benefit the general public. If there are any benefits to the general public, they are incidental and collateral to providing special benefits to the assessed parcels.

By contrast, the Cleaning, Safety, & Beautification activities may benefit the general public to some degree, as the general public may appreciate the enhanced level of maintenance and security as it passes through the MDGBD. To quantify this, we first determine a general benefit factor for the Cleaning, Safety, & Beautification activities. The general benefit factor is a unit of measure that compares the special benefit that the assessed parcels receive compared to the general benefit that the general public receives. To determine the general benefit factor, we used previous districts that conducted intercept surveys in San Francisco including West Portal and more recently in Union Square, and Los Angeles (Historic Downtown, Leimert Park, Arts District, Downtown Industrial, Fashion District, and Sherman Oaks). The intent of the surveys was to determine what percentage of the general public was just passing through the district without any intent to engage in commercial activity. The surveys concluded that on average 1.4% of the respondents were within the district boundary with no intent to engage in any business activity. Here, since the MDGBD is designed to promote a business and residential climate that encourages development, investment, and commerce, it follows that the benefits received by these pedestrians do not translate to a special benefit to the assessed parcels. In other words, based on the results of these surveys it is reasonable to conclude that 1.4% of the benefits from the Cleaning & Safety activities are general in nature. However, to be conservative and to account for any variance in district type, size and services provided, we applied a 5% general public benefit factor to account for these variances. The general benefit factor is then multiplied by the MDGBD activity's budget to determine the overall general benefit for the Cleaning, Safety, & Beautification activities. The following table illustrates this calculation.

ACTIVITY	A Budget Amount	B General Benefit Factor	C General Benefit Allocation (A x B)
Clean, Safe & Beautification	\$835,000	5.00%	\$41,750
Enhanced Zone Overlay	\$120,000	5.00%	\$6,000
TOTAL:			\$47,750.00

This analysis indicates that \$47,750 of the Cleaning, Safety, & Beautification budget may be attributed to general benefit to the public at large, and must be raised from sources other than special assessments.

**Total General Benefits**

Using the sum of the three measures of general benefit described above, we find in year one that \$47,750 (5.0% of the Cleaning, Safety, & Beautification budget, which is equal to 4.3% of the total MDGBD budget) may be general in nature and will be funded from sources other than special assessments.

## SECTION F: COST ESTIMATE

### 2019 Operating Budget

The Mission Dolores GBD's operating budget takes into consideration:

1. The improvements and activities needed to provide special benefits to each individual parcel within the MDGBD boundary (Section B),
2. The parcels that specially benefit from said improvements and activities (Section C), and
3. The costs associated with the special and general benefits conferred (Section E).

EXPENDITURES	Standard Service Zone	Enhanced Zone Overlay	TOTAL Budget	% of Budget
Cleaning, Safety & Beautification	\$835,000	\$120,000	\$955,000	86.04%
Advocacy & Engagement	\$85,000		\$85,000	7.66%
Accountability & Transparency	\$70,000		\$70,000	6.31%
<b>Total Expenditures</b>	<b>\$990,000</b>	<b>\$120,000</b>	<b>\$1,110,000</b>	<b>100.00%</b>
REVENUES				
Assessment Revenues	\$948,250	\$114,000	\$1,062,250	95.70%
Other Revenues (1)	\$41,750	\$6,000	\$47,750	4.30%
<b>Total Revenues</b>	<b>\$990,000</b>	<b>\$120,000</b>	<b>\$1,110,000</b>	<b>100.00%</b>

(1) Other non-assessment funding to cover the cost associated with general benefit.

#### Budget Notation

The cost of providing programs and services may vary depending on the market cost for those programs and services. Expenditures may require adjustment up or down to continue the intended level of programs and services. Assessments will be subject to an annual increase of up to 3% per year to address changes in the cost of providing services. The actual amount of increase will be determined by the Owners Association and will vary between 0% and 3% in any given year. Any change will be approved by the owner's association board of directors and submitted to the City within its annual report.

#### Projected 10-Year Maximum Budgets

The following table illustrates the MDGBD's maximum annual budget for the District's 10-year term, projecting the 3% maximum annual budget adjustment every fiscal year.

Fiscal Year	Total Budget	Fiscal Year	Total Budget
Year 1	\$1,110,000	Year 6	\$1,286,794
Year 2	\$1,143,300	Year 7	\$1,325,398
Year 3	\$1,177,599	Year 8	\$1,365,160
Year 4	\$1,212,927	Year 9	\$1,406,155
Year 5	\$1,249,315	Year 10	\$1,448,298

### ***Future Development***

The above table is based on the MDGBD's current development status and does not account for possible increases to assessments due to changes to the parcel characteristics that are used to allocate special benefits (e.g., building square footage). The amount of each parcel's assessment will depend on the existing assessment rates as well as the specific characteristics of the parcel, as explained in further detail below in Section G. Each parcel will be assessed on a prorated basis from the date it receives a temporary and/or permanent certificate of occupancy. Thus, changes to a parcel may result in corresponding revisions to the assessments. Over time the total assessments levied in the MDGBD likely will increase as parcels are developed. Parcels may also see assessments change as a result of changes in for-profit or non-profit status.

### ***Bond Issuance***

The District will not issue bonds.

## SECTION G: APPORTIONMENT METHOD

### Assessment Methodology

As previously discussed in Section C, the MDGBD include two defined benefit zones: a Standard Service Zone and an Enhanced Service Zone. In addition, as described in Section D, Non-Profit and Educational parcels receive different benefits from the MDGBD's activities. The cost of the special benefits received from these services is apportioned in direct relationship to each parcel's use, lot square footage and building square footage as discussed in Section D. Each parcel is assigned a proportionate benefit unit for each lot square foot and building square foot. The total number of benefit units by land use type and zone are as follows:

Land Use	Benefit Units	
	Lot SF	Building SF
<b>Enhanced Zone:</b> Comm/Govt/Res	1,084,237	1,923,492
<b>Standard Zone:</b> Comm/Govt/Res	8,421,504	9,002,206
Non-Profit/Educational	1,413,922	1,782,521
<b>TOTAL:</b>	<b>10,919,663</b>	<b>12,708,219</b>

### Calculation of Assessments

All parcels in the MDGBD will be assessed for the activities provided in the Standard Service Zone. To calculate the assessment rate for the Standard Service Zone is to divide the Standard Service Zone budget by the total benefit units of the lot plus building square feet within the MDGBD ( $\$948,250 / (10,919,663 + 12,708,219)$ ), which equals an assessment of \$0.04304 per lot plus building square foot.

As previously discussed, the Enhanced Service Zone features active storefronts and local businesses, generating a higher-level of pedestrian traffic throughout the day and night. Thus, due to a higher volume of uses and user groups, it will receive an enhanced level of Cleaning, Safety and Beautification services, e.g. more frequent sidewalk sweeping, trash removal, and safety enhancements above and beyond what is funded district-wide. Therefore, only the parcels within the Enhanced Service Zone overlay will benefit from a higher and more frequent level of service, and thus will be the only parcels assessed for these activities. To calculate the assessment rate for the Enhanced Service Zone overlay is to divide the Enhanced Service Zone overlay budget by the benefit units of the lot plus building square feet within that zone ( $\$114,000 / (1,084,237 + 1,923,492)$ ), which equals an additional assessment of \$0.0379 per lot plus building square foot.

Based on this calculation the following table illustrates the first year's maximum annual assessment per parcel assessable square foot per each zone.

Land Use	Lot SF Assmt	Bldg SF Assmt
<b>Enhanced Service Zone:</b>		
Commercial/Govt/Res	\$0.08095	\$0.08095
<b>Standard Service Zone:</b>		
Commercial/Govt/Res	\$0.04304	\$0.04304
Non-Profit/Educational	\$0.02152	\$0.02152

**Sample Parcel Assessments**

To calculate the assessment for a parcel in the Enhanced Zone with a 2,500 square foot lot and a 5,000 square foot building the calculation is as follows:

Lot square feet (2,500) x \$0.0809 =	\$202.37
Building square feet (5,000) x \$0.0809 =	<u>\$404.73</u>
Total Parcel Assessment =	\$607.10

To calculate the assessment for a parcel in the Standard Service Zone with a 2,500 square foot lot and a 5,000 square foot building the calculation is as follows:

Lot square feet (2,500) x \$0.0430 =	\$107.61
Building square feet (5,000) x \$0.0430 =	<u>\$215.22</u>
Total Parcel Assessment =	\$322.83

To calculate the assessment for a Non-Profit/Educational parcel with a 2,500 square foot lot and a 5,000 square foot building the calculation is as follows:

Lot square feet (2,500) x \$0.0215 =	\$ 53.81
Building square feet (5,000) x \$0.0215 =	<u>\$107.61</u>
Total Parcel Assessment =	\$161.42

The assessment calculation is the same for every parcel in the MDGBD respective of the benefit zone and land use and assessment rates.

**Public Property Assessments**

The District will serve all parcels in the MDGBD boundary, including those parcels owned by the City of San Francisco or State of California. All publicly-owned parcels will be assessed for their proportional share of costs based on the special benefits conferred to those individual parcels. Publically-owned parcels, such as Dolores Park and Mission Police Station, will receive special benefit from District services that lead to increased use which directly relates to fulfilling their public service mission. Article XIII D of the California Constitution was added in November of 1996 to provide for these assessments. It specifically states in Section 4(a) that "Parcels within a district that are owned or used by any agency...shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit." Below are the publicly-owned parcel that specially benefits from the MDGBD activities.



## **Budget Adjustment**

**Changes to the Budget:** The District-wide budget may change from year to year due to development in the District, or due to changes between for-profit and non-profit status, as noted above. In addition, the GBD Board of Directors may annually increase the assessment rates by up to 3% per year to address changes in the cost of providing services. The GBD Board of Directors may also determine in any given year that a redeployment of funds to a different spending category may be appropriate to accomplish the goals of the GBD. To do so, the Board of Directors must vote to adjust the percent of assessments allocated to a given budget category. The City mandates that redeployment of funds may not deviate more than 10% of that budget category in any given fiscal year.

**Annual Carry-forward and Budget Roll-over:** This Management Plan outlines the annual budgets for services and improvements provided by the District. At the end of the fiscal year, all assessment revenues from that fiscal year must be appropriated to District services, activities, and improvements to be provided within the following fiscal year. The GBD must spend these outstanding funds within the following fiscal year, as mandated by the City. Failure to use these funds to provide the services, activities, and improvements specified in the Management Plan may trigger a reduction in the annual assessment levy.

**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.

## SECTION H: ASSESSMENT ROLL

The total assessment amount for FY 2019/2020 is \$1,062,250 apportioned to each individual assessed parcel, as included in Attachment A.

## Leger, Cheryl (BOS)

---

**From:** John C. Hooper <hooparb@aol.com>  
**Sent:** Monday, December 21, 2020 1:19 PM  
**To:** Peskin, Aaron (BOS); Mar, Gordon (BOS); Haney, Matt (BOS); Yee, Norman (BOS); Mandelman, Rafael (BOS)  
**Subject:** "Benefit" Districts need greater scrutiny: public hearings

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Dear Supervisor Peskin et al:

Thank you for introducing a resolution which may prove a useful and much needed **starting point** to shine the light of day on the controversial conduct of City-funded and City-staffed campaigns to establish and run so-called "benefit" districts of various kinds around the City.

But the resolution, as worded, scarcely scratches the surface of the many problems involved with "benefit" districts.

I would urge you to call for immediate and extensive public hearings on these under-regulated districts.

Without being exhaustive, some of the issues which need to be considered in comprehensive legislation include:

(1) a prohibition against City employees working on campaigns culminating in special elections to form benefit districts

(see my April 3, 2019 letter to the City Attorney asking whether it is legal for City employees to be involved in these special elections),

(2) a prohibition against the use of City funds, used directly or paid to third parties (eg. the existing practice in which OEWD and PW pay SF Parks Alliance to run GBD campaigns) to encourage property owners to form "benefit" districts;

(3) a requirement that a higher percentage of property owners (currently only 30%) who must sign a Petition to authorize a special vote be obtained before the BOS can approve a special election

(4) a regulation on how long petition drives can run (currently there is no time limit (The recent Mission Dolores GBD petition drive ran inconclusively for more than a year ).

(5) a prohibition on City-owned properties being allowed to vote to approve "benefit" districts etc etc. Currently the voting power of City-owned properties significantly tips a vote in favor of benefit districts.

(6) the issue of Chris Larsen's ongoing donations of unregulated surveillance cameras to benefit districts is a major policy issue which the BOS needs to address as a stand-alone issue and not as an afterthought to this resolution.

I look forward to hearing from you and participating in much needed public scrutiny of the creation and conduct of "benefit" districts.

John Hooper  
District 8 resident

## Leger, Cheryl (BOS)

---

**From:** JOHN HOOPER <hooparb@aol.com>  
**Sent:** Wednesday, January 6, 2021 12:12 PM  
**To:** SOTF, (BOS)  
**Cc:** lilalahood.sotf@gmail.com  
**Subject:** Re: SOTF 19061 and 19062 - no response from OEWD or DPW

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Thank you, Cheryl, for confirming that you received the itemized list of information I am requesting from DPW and OEWD which I sent to you on 12/17/20 and you provided to the two respondents on 12/18/20.

I have had no acknowledgement from either OEWD or DPW that either has received the itemized list which the SOTF instructed me to provide at its 12/2/20 meeting. And I have received no answers to my list which the SOTF instructed respondents to provide at that same 12/2/20 meeting.

Please let me know that you received this message and please make it part of the official record of complaints # 19061 and 19062.

Thank you, as always.

John Hooper

On Jan 6, 2021, at 11:45 AM, SOTF, (BOS) <sotf@sfgov.org> wrote:

Mr. Hooper: Before the Christmas Holiday I received your list of requested records still missing in file nos. 19061 and 19062. I write to confirm that you provided the list to OEWD and Public Works and to also confirm whether or not you have received those records. Thank you.

Cheryl Leger

Assistant Clerk, Board of Supervisors

[Cheryl.Leger@sfgov.org](mailto:Cheryl.Leger@sfgov.org)

Tel: 415-554-7724

Fax: 415-554-5163

<https://avanan.url-protection.com/v1/url?o=www.sfbos.org&g=NmQ5ZDMzY2NmZDFmOWlyYQ==&h=MTZIYzk2MjkzNGQ3MDYwM2UyMDBmNzBmNjE1ODY2MjA1YWQ0NGNiZGEzNmQ2ZjBiYzE2OWEyZTkYjNhY2RmNA==&p=YXAzOnNmZHQyOmF2YW5hbGpvZmZpY2UzNjVfZW1haWxzX2VtYWlsOjg1NmlyNDI4NjJhOTQ2ZjhjZGQ3YWQyZWZhMTJINzk3OnYx>

<image001.png>

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## **Leger, Cheryl (BOS)**

---

**From:** JOHN HOOPER <hooparb@aol.com>  
**Sent:** Thursday, January 14, 2021 11:26 AM  
**To:** SOTF, (BOS)  
**Cc:** Thompson, Marianne (ECN); Lila LaHood; Bruce Wolfe (Chair, SOTF, SF); jenn.sotf@gmail.com; Steinberg, David (DPW)  
**Subject:** Re: for SOTF - re complaints #19061 (OEWD) and 19062 (PW): correcting incorrect statements in PW's 1/7/21 email

Dear Chair and Members of the Task Force:

I write today to correct factually inaccurate assertions made in the PW Custodian of Records 1/7/21 message to you relating to the above referenced Complaints and to ask for your appropriate actions.

1. The Task Force did not decide that these cases "were being heard together"; it decided explicitly that the two complaints would continue to remain as two separate complaints and that both files would be heard separately and at the same future Complaints Committee hearing to which you committee you, once again, referred both #19061 and #19062 in your second motion on the matters on 12/2/20.

To refresh your memory about the dialogue at the Task Force meeting on 12/2/20, the PW Custodian of Records argued strenuously to have his department withdrawn from this matter. An initial motion, subsequently withdrawn, was made to eliminate PW from this issue. However, in your deliberations, the Task Force ultimately unanimously passed a substitute motion requiring that PW remained involved in this matter and that 19062 remain a separate complaint.

Therefore, the PW Custodian of Records has no authority to respond on behalf of OEWD to a separate unresolved complaint made to that office.

I request that you direct OEWD to follow the guidelines you issued to both departments on 12/2/20 and provide the specific items I requested on 12/17/20.

2. The PW Custodian's assertion below that I submitted "21 new broad categories of documents" rather than the "itemized list" of missing information which the Task Force instructed me to submit, is simply misleading.

The itemized list I submitted in response to your instructions on 12/17/20 was based on an updated Appendix B to a July 1, 2018 contract between OEWD and SF Parks Alliance which I submitted for the SOTF record a year ago, on 1/21/20, and has been an integral part of your deliberations since that time. It is not accurate to describe this itemized list as "new" in any sense. Rather, as I have stated to you in a number of occasions, its purpose is to provide evidence to the Task Force that the missing information I have been asking for exists.

Moreover, how can this information I am seeking be considered "new" when the PW Custodian tells you that PW has already provided it in "prior production."

3. Given that the PW Custodian tells you that he reviewed my 12/17/20 list of information I have not received and determined that everything I listed had already been provided to me, then it should presumably not require much extra effort for him to provide the SOTF with his analysis of each of the 21 items on my list.

And, in fact, this result is clearly what your motion and discussions on 12/2/20 contemplated: that is, that the Complaints Committee would have before it my specific list of items associated with responses to each of those specific items by OEWD and PW.

For City departments to be able to unilaterally “close the books” on Complaints before the SOTF by asserting they have complied without being required to provide any evidence makes a mockery of your mandate.

Keeping in mind that the SOTF has referred these complaints back to Committee for the third time in two years with no evident progress in resolving these matters, I again request that you direct OEWD and PW to comply with your instructions and provide 21 specific responses to my itemized list so that the Complaints Committee will finally be in a position to rule on these questions.

Thank you, as always.

John Hooper

On Jan 7, 2021, at 2:35 PM, Steinberg, David (DPW) <david.steinberg@sfdpw.org> wrote:

Hi Cheryl,

As these cases were being heard together, I am responding to your email on behalf of both Public Works and Marianne Mazzucco Thompson of the Office of Economic and Workforce Development.

The Sunshine Task Force at its December 2, 2020, meeting requested that Mr. Hooper provide a bullet point list of missing documents to our departments and that the matter be referred back to the Complaint Committee once the records have been identified and exchanged.

Instead of providing a list of allegedly *missing* documents, Mr. Hooper presented a list of 21 new broad categories of documents with no regard to whether or not we had already provided those records. After reviewing the list of 21 new document categories Mr. Hooper provided, OEWD and Public Works have determined that all documents responsive to these new categories were provided to Mr. Hooper in OEWD and Public Works' prior production.

OEWD and Public Works have therefore complied with the SOTF's instruction to provide all records requested by Mr. Hooper that are in OEWD and Public Works' possession.

We note that all deadlines for parties to submit information to the SOTF, and all deadlines for the SOTF to make determinations, have been waived pursuant to Section 7(e) of the Fifth Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency.

Regards,

<image003.jpg>

David A. Steinberg

Custodian of Records & Executive Assistant to the Director  
San Francisco Public Works | City and County of San Francisco  
49 South Van Ness Avenue, Suite 1647 | San Francisco, CA 94103 | (628) 271-2888  
[sfpublicworks.org](http://sfpublicworks.org) · [twitter.com/sfpublicworks](https://twitter.com/sfpublicworks)

For public records requests, please go to [sfpublicworks.org/records](http://sfpublicworks.org/records).

**From:** SOTF, (BOS) <sotf@sfgov.org>  
**Sent:** Friday, December 18, 2020 9:19 AM  
**To:** Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>; Steinberg, David (DPW) <david.steinberg@sfdpw.org>  
**Cc:** Lila LaHood <lilahood.sotf@gmail.com>; Bruce Wolfe (Chair, SOTF, SF) <sotf@brucewolfe.net>; JOHN HOOPER <hooparb@aol.com>; jenn.sotf@gmail.com  
**Subject:** FW: for SOTF Complaints Committee - re compaints #19061 (OEWD) and 19062 (PW): itemized list of materials not yet received -please acknowledge receipt

Dear Marianne and David: Please see Mr. Hooper's request for missing documents below. Please let me know if you have those records/information and provide them to Mr. Hooper. Thank you.

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
[Cheryl.Leger@sfgov.org](mailto:Cheryl.Leger@sfgov.org)  
Tel: 415-554-7724  
Fax: 415-554-5163  
[www.sfbos.org](http://www.sfbos.org)

<image004.png>

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**From:** JOHN HOOPER <hooparb@aol.com>  
**Sent:** Thursday, December 17, 2020 5:15 PM  
**To:** SOTF, (BOS) <sotf@sfgov.org>  
**Subject:** for SOTF Complaints Committee - re compaints #19061 (OEWD) and 19062 (PW): itemized list of materials not yet received -please acknowledge receipt

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Cheryl: Please let me know you received this itemized list Which the SOTF asked me to provide on 12/2/20. I assume you will send it on to OEWD and PW for their responses.

Thank you. John

**Subject: for SOTF Complaints Committee - re compaints #19061 (OEWD and 19062**



# Respondents Document Submission

## Leger, Cheryl (BOS)

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**From:** Thompson, Marianne (ECN)  
**Sent:** Saturday, November 14, 2020 5:06 AM  
**To:** SOTF, (BOS)  
**Cc:** Steinberg, David (DPW)  
**Subject:** RE: SOTF - Remote Meeting of the Sunshine Ordinance Task Force - Notice of Appearance, December 2, 2020; 4:00 PM

Good Morning Cheryl,

Please have Mr. Hooper provide us with his documents three days in advance, other wise I have no clue what he is talking about, and since your meeting on are audio only, it is challenging.

M.

**Marianne Mazzucco Thompson**  
Office of Economic and Workforce Development  
City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)



**From:** SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>  
**Sent:** Friday, November 13, 2020 4:59 PM  
**To:** r s <[rms@robertmsmith.com](mailto:rms@robertmsmith.com)>; Bourne, Megan (FAM) <[mbourne@famsf.org](mailto:mbourne@famsf.org)>; Heckel, Hank (MYR) <[hank.heckel@sfgov.org](mailto:hank.heckel@sfgov.org)>; 81242-04060798@requests.muckrock.com; Breed, London (MYR) <[london.breed@sfgov.org](mailto:london.breed@sfgov.org)>; Breed, Mayor London (MYR) <[mayorlondonbreed@sfgov.org](mailto:mayorlondonbreed@sfgov.org)>; Anonymous <[arecordsrequestor@protonmail.com](mailto:arecordsrequestor@protonmail.com)>; Gerull, Linda (TIS) <[linda.gerull@sfgov.org](mailto:linda.gerull@sfgov.org)>; Makstman, Michael (TIS) <[Michael.Makstman@sfgov.org](mailto:Michael.Makstman@sfgov.org)>; Licudine-Barker, Arlene (TIS) <[arlene.licudine-barker@sfgov.org](mailto:arlene.licudine-barker@sfgov.org)>; JOHN HOOPER <[hooparb@aol.com](mailto:hooparb@aol.com)>; Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>; Steinberg, David (DPW) <[david.steinberg@sfdpw.org](mailto:david.steinberg@sfdpw.org)>; S <[grovestand2012@gmail.com](mailto:grovestand2012@gmail.com)>; McHale, Maggie (HRD) <[maggie.mchale@sfgov.org](mailto:maggie.mchale@sfgov.org)>; Voong, Henry (HRD) <[henry.voong@sfgov.org](mailto:henry.voong@sfgov.org)>  
**Cc:** Young, Victor (BOS) <[victor.young@sfgov.org](mailto:victor.young@sfgov.org)>; Somera, Alisa (BOS) <[alisa.somera@sfgov.org](mailto:alisa.somera@sfgov.org)>; Calvillo, Angela (BOS) <[angela.calvillo@sfgov.org](mailto:angela.calvillo@sfgov.org)>  
**Subject:** SOTF - Remote Meeting of the Sunshine Ordinance Task Force - Notice of Appearance, December 2, 2020; 4:00 PM

Good Afternoon:

You are receiving this notice because you are named as a Complainant or Respondent in one of the following complaints scheduled before the Sunshine Ordinance Task Force to: 1) hear the merits of the complaint; 2) issue a determination; and/or 3) consider referrals from a Task Force Committee.

Date: December 2, 2020

Location: Remote Meeting

Time: 4:00 p.m.

Complainants: Your attendance is required for this meeting/hearing.

Respondents/Departments: Pursuant to Section 67.21 (e) of the Ordinance, the custodian of records or a representative of your department, who can speak to the matter, is required at the meeting/hearing.

Complaints:

**File No. 19058:** Complaint filed by Robert M. Smith against the Fine Arts Museum of San Francisco for violating Administrative Code (Sunshine Ordinance), Section 67.25, by failing to respond to an Immediate Disclosure Request in a timely and/or complete manner.

**File No. 19103:** Complaint filed by Anonymous against Mayor London Breed, Hank Heckel and the Mayor's Offices for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21, 67.25 and 67.26, by failing to respond to an Immediate Disclosure Request in a timely and/or complete manner.

**File No. 19119:** Complaint filed by Anonymous against the Department of Technology for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21(b), 67.26 and 67.27, by failing to respond to a public records request in a timely and/or complete manner.

**File No. 19061:** Complaint filed by John Hooper against the Office of Economic and Workforce Development for allegedly violating Administrative Code (Sunshine Ordinance), Section 67.21, by failing to respond to a public records request in a timely and/or complete manner.

**File No. 19062:** Complaint filed by John Hooper against Public Works for allegedly violating Administrative Code (Sunshine Ordinance), Section 67.21, by failing to respond to a public records request in a timely and/or complete manner.


**File No. 19140:** Complaint filed by Stephen Malloy against the Department of Human Resources for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21 and 67.25, by failing to respond to a request for public records in a timely and/or complete manner.

#### **Documentation (evidence supporting/disputing complaint)**

For a document to be considered, it must be received at least five (5) working days before the hearing (see attached Public Complaint Procedure).

For inclusion in the agenda packet, supplemental/supporting documents must be received by **5:00 pm, November 19, 2020.**

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
Tel: 415-554-7724

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## Leger, Cheryl (BOS)

---

**From:** Thompson, Marianne (ECN)  
**Sent:** Monday, September 21, 2020 10:56 AM  
**To:** Steinberg, David (DPW); SOTF, (BOS)  
**Cc:** Heckel, Hank (MYR)  
**Subject:** RE: SOTF - file nos. 19061 and 19062  
**Attachments:** hooper.pdf

Good Morning Cheryl,

I read the document that was sent, and I sincerely do not understand it. I do not see the need to proceed forward. M.

**Marianne Mazzucco Thompson**  
Office of Economic and Workforce Development  
City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)



**From:** Steinberg, David (DPW) <[david.steinberg@sfdpw.org](mailto:david.steinberg@sfdpw.org)>  
**Sent:** Wednesday, September 16, 2020 5:20 PM  
**To:** SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>; Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>  
**Subject:** RE: SOTF - file nos. 19061 and 19062

Thanks, Cheryl.

-d.



**David A. Steinberg**  
Custodian of Records & Executive Assistant to the Director  
San Francisco Public Works | City and County of San Francisco  
49 South Van Ness Avenue, Suite 1647 | San Francisco, CA 94103 | (628) 271-2888  
[sfpublishworks.org](http://sfpublishworks.org) · [twitter.com/sfpublishworks](https://twitter.com/sfpublishworks)

For public records requests, please go to [sfpublishworks.org/records](http://sfpublishworks.org/records).

*Note: The new contact information above is effective July 6, 2020.*

**From:** SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>  
**Sent:** Wednesday, September 16, 2020 2:34 PM  
**To:** Steinberg, David (DPW) <[david.steinberg@sfdpw.org](mailto:david.steinberg@sfdpw.org)>; Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>  
**Subject:** RE: SOTF - file nos. 19061 and 19062

Hello Marianne and David: Attached are the materials submitted by Mr. Hooper at the January 21, 2020 SOTF hearing. Let me know if you need anything further. I will be at the office tomorrow if you need me to get other records to you.

Cheryl Leger  
415-425-6918 – my cell

**From:** Steinberg, David (DPW) <[david.steinberg@sfdpw.org](mailto:david.steinberg@sfdpw.org)>  
**Sent:** Tuesday, September 15, 2020 3:12 PM  
**To:** SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>; Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>  
**Subject:** RE: SOTF - file nos. 19061 and 19062

Hi Cheryl,

I don't see the additional records that Mr. Hooper provided at the in-person meeting as part of the minutes you provided. My notes from previous emails show that you said you had them in your office and you would send us copies when the stay-at-home order was lifted. Do you have access to them? The whole reason to schedule the committee meeting was to consider these new records, so there isn't much point holding a meeting until we have copies.

Thanks much and stay safe.  
-d.



David A. Steinberg  
Custodian of Records & Executive Assistant to the Director  
San Francisco Public Works | City and County of San Francisco  
49 South Van Ness Avenue, Suite 1647 | San Francisco, CA 94103 | (628) 271-2888  
[sfpublishworks.org](http://sfpublishworks.org) · [twitter.com/sfpublishworks](https://twitter.com/sfpublishworks)

For public records requests, please go to [sfpublishworks.org/records](http://sfpublishworks.org/records).

*Note: The new contact information above is effective July 6, 2020.*

**From:** SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>  
**Sent:** Tuesday, September 15, 2020 2:11 PM  
**To:** Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>; Steinberg, David (DPW) <[david.steinberg@sfdpw.org](mailto:david.steinberg@sfdpw.org)>  
**Subject:** SOTF - file nos. 19061 and 19062

Hello Marianne and David: Attached are the minutes from the January 21, 2020, Sunshine Ordinance Task Force hearing. Reflected in the minutes is the inclusion of records that were provided to Mr. Hooper. I would like to schedule these two matters to be heard next month before the Complaint Committee. Please review the minutes and let me know if you need anything further from me or if I need to do something. Thank you.

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
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*Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.*

Statement of John Hooper to SOTF  
January 21, 2020

Re file # 19061 (OEWD) and File # 19062 (DPW)  
Failure of agencies to provide comprehensive documents related to a proposed  
Mission Dolores Green Benefit District (MD GBD)

Good afternoon Chairman and Task Force members:

Thank you for this opportunity. My name is John Hooper. I am a resident of the Haight.

The public's right to obtain information about government activities through the use of Public Record Act Requests has been central to deciphering the City's campaign to promote Green Benefit Districts (GBDs).

On June 12, 2018, during a City-orchestrated effort to start a GBD in the Haight (the now defeated so-called Greater Buena Vista GBD), I filed a Public Records Act request to obtain basic information about the budget to form that GBD, the role of City employees and the role of a non-profit called, variously, Build Public or Place Lab which conducted the actual outreach for the scheme. The results of this PRA request proved immensely helpful in educating neighbors about that local GBD effort. Once neighbors came to understand that the City had budgeted \$221,000 merely to promote this campaign, was using City staff from both DPW and OEWD to support the effort and we understood that the City intended, ultimately, to use the voting power of City-owned properties to ram the idea through, the GBD was discredited.

After neighbors defeated that GBD in the Haight and another in the Inner Sunset, the City next targeted the Dolores Park neighborhood in an attempt to set up a GBD there - an effort which is still dragging on. The Mission Dolores GBD Petition drive has now languished for 280 days while proponents continue to contact local property owners to reach the number of signatures they need. Compare this timeframe to the maximum 180 days a citizen is allowed to qualify a ballot initiative. This petition drive and the whole GBD formation process is unregulated. No one at the City level is paying attention to it. That is why is so important for concerned citizens to be able to understand what is really going on.

In the Mission Dolores area, neighbors have witnessed the same approach which had been tried in the Inner Sunset and Haight: close involvement of City employees setting up a "steering committee", helping select its membership and



schedule meetings, setting up a glossy website, conducting a petition drive and sending out mailings. Build Public/Place Lab has now merged with San Francisco Parks Alliance and the Parks Alliance had become the foot soldier and recipient of City funding (at least \$160,000) to push through a GBD there.

I filed another PRA request on February 11, 2019 asking for much the same information that we had been able to obtain in the Haight. But, by then, OEWD and DPW seemed to be waking up to the fact that this program was universally unpopular, and it might be best if the City's role - and that of its proxy, San Francisco Parks Alliance - were kept in the shadows. Since then, I have addressed the SOTF on March 5, 2019, May 21, 2019 and August 20, 2019, all trying to get complete answers to that original February 11, 2019 PRA request.

As the City Attorney's July 15, 2019 confidential memo to SOTF states, the agencies provided "voluminous" paperwork, but failed to produce many of the requested materials produced by Parks Alliance, Place Lab and/or the Dolores GBD formation committee which were paid for by the OEWD grant in question (such as mailings, website development, survey materials, agendas, petition, invoices for contractor work and mailings).

For example, at your August 20, 2019 SOTF Complaints Committee hearing, a representative of OEWD handed me printouts of all the materials the agency allegedly had in its possession. Yet, when I went through these documents, they were more than a year old, most of the information was printed off old websites and most related to the abandoned Greater Buena Vista GBD effort. I can provide that packet for the record if you so request.

The reason the public knows that there are additional materials that have never been disclosed can be seen plainly by looking at a portion of the July 1, 2018 Contract between OEWD and Parks Alliance in an appendix entitled "**IV. Tasks and Deliverables for Project Area B: Dolores Park Neighborhood.**" I submit pages 6 through 14 of those 31 tasks and deliverables attached to this statement for the record. Those tasks and deliverables are remarkably similar to the information I requested in my February 11, 2019 PRA request.

The public has a right to see these materials- paid for with public funds- even though the work may have been carried out by a third party.

Without being exhaustive, you can readily see that Parks Alliance was hired by the City to form the steering committee, organize and run its meetings and help develop its mission. You can see that the City's grantee was paid to develop a website and fact sheets, that -with the active participation of City employees - it

ran all community meetings, kept attendance records and produced minutes; developed a data base for mailings to property owners.

In addition, the City's proxy, Parks Alliance, developed, distributed, collected and interpreted a survey of residents concerning their attitudes about a GBD. No one else had access to this information which was ultimately presented in a highly distorted fashion, indicating broad community support where there was virtually none.

Later, last April (2019) Parks Alliance initiated a Petition Drive to the Board of Supervisors in a rushed manner so that neighbors had no time to comment on either a Management Plan or Engineer's Report which are the legal underpinnings of a GBD. The Engineer's Report has since been challenged before the State Engineer's Board for using statistics unrelated to the Mission Dolores area.

DPW and OEWD are thumbing their noses at the SOTF. The only way that this kind of wasteful City-funded program can continue is for the City agencies involved to hide behind bogus arguments that they are exempt from your jurisdiction or that they have provided all relevant information when their own contracts make it clear we have only seen the tip of the iceberg.

We members of the public need your help exposing this program for the wasteful and deceitful exercise it has been. On behalf of numerous concerned San Franciscans, I hope you will require that the information I have asked for since February 2019 be provided.

Thank you.

#### IV. TASKS AND DELIVERABLES FOR PROJECT AREA B: DOLORES PARK NEIGHBORHOOD

##### Task 1. Monthly Steering Committee Meetings

- Grantee shall organize and facilitate monthly Project Area B steering committee meetings. Meetings shall develop the vision and mission for a potential GBD in Project Area B.
- Grantee shall build steering committee capacity for Project Area B GBD feasibility and formation.
- Grantee shall finalize Project Area B boundaries with input from steering committee.

##### Task 1 Deliverables

- A. Invoice(s) for time spent completing Task 1.
- B. An agenda and meeting minutes for each steering committee meeting

##### Task 2. Develop and Manage Website

- Grantee shall be responsible for managing the Project Area B website.
- Grantee shall be responsible for all domain hosting fees and volunteer coordination in relation to the website.

##### Task 2 Deliverables

- C. Invoice(s) for website development and ongoing management, including domain fees.
- D. A functional website url for Project Area B GBD formation.

##### Task 3. Develop Collateral

- Grantee shall develop collateral for the formation of the Dolores Park GBD.
- Collateral shall include, but is not limited to, the following:
  - Fact sheet
  - Frequently Asked Questions (FAQs)
  - A map of the area

##### Task 3 Deliverables

- E. Invoice(s) for the drafting of content, graphic design services, and the printing of collateral.
- F. A copy of the fact sheet.
- G. A copy of the Frequently Asked Questions document.
- H. A copy of the map of the area.

##### Task 4. Conduct Community Meeting #1

- Grantee shall support a community meeting in Project Area B regarding the formation of a Green Benefit District. Grantee shall be responsible for:
  - Meeting preparation
  - Meeting materials
  - Meeting facilitation
  - Meeting minutes/notes

- o Meeting debrief with the Dolores Park GBD steering committee.

#### **Task 4 Deliverables**

- I. Invoice for time spent completing Task 4.
- J. Copy of meeting minutes/notes
- K. Sign in sheets for community meeting showing attendance

#### **Task 5. Draft Property Owner and Business Databases**

- Grantee shall develop and maintain a property owner databases of all parcels within Project Area B. Property owner database shall contain:
  - o APN
  - o Owner Name
  - o SITUS
  - o Mailing Address
  - o Mailing City
  - o Mailing State
  - o Mailing Zip Code
- Grantee shall develop and maintain a business database of all businesses with Project Area B. Business database shall include:
  - o Business name
  - o Business address
  - o Owner name
  - o Owner contact info

#### **Task 5 Deliverables**

- L. Invoice(s) for time and fees related to the development of these databases.
- M. Final property owner database
- N. Final business database

#### **Task 6. Develop Survey Questionnaire**

- Grantee shall develop and draft a FPS for the proposed Dolores Park GBD. The FPS will allow City's Team and the Dolores Park GBD Steering Committee to determine if pursuing a GBD within the proposed district is feasible. Additionally, FPS results will serve as a guide for the development of the Dolores Park GBD management plan if the proposed GBD is determined to be feasible. The FPS will provide property owners and stakeholders the opportunity to give valuable feedback on what they see as the proposed district's biggest concerns and if they are interested in pursuing a GBD. The survey will be reviewed by City's Team before it is disseminated. Potential questions must include one in which the participant is directly asked if they are interested in pursuing a GBD in a yes or no format.

#### **Task 6 Deliverables**

- O. Invoice(s) for time and materials utilized on the development if a survey questionnaire.
- P. Email approval from City's Team indicating survey questionnaire meets City standards.
- Q. Finalized survey questionnaire.

#### **Task 7. Disseminate Survey**

- Grantee shall mail surveys to all property owners, merchants, and stakeholders by United States Postal Service (USPS). Grantee may also distribute surveys via email, in person, or via the internet.

#### **Task 7 Deliverables**

- R. Invoice(s) for surveying printing and postage.
- S. Invoice(s) for any work related to in person or digital release of surveys.
- T. Receipts for printing and postage

#### **Task 8. Tabulate and Analyze Survey Results**

- Grantee shall tabulate, analyze, and synthesize all GBD survey results.

#### **Task 8 Deliverables**

- U. Invoice(s) for time spent tabulating, analyzing, and synthesizing all survey results
- V. Draft survey results

#### **Task 9. Conduct Community Meeting #2**

- Grantee shall support a community meeting in Project Area B regarding the formation of a Green Benefit District. Grantee shall be responsible for:
  - Meeting preparation
  - Meeting materials
  - Meeting facilitation
  - Meeting minutes/notes
  - Meeting debrief with the Dolores Park GBD steering committee.

#### **Task 9. Deliverables**

- W. Invoice for time spent completing Task 9.
- X. Copy of meeting minutes/notes
- Y. Sign in sheets for community meeting showing attendance

#### **Task 10. Draft and Final Survey Summary Report**

- Grantee shall draft a survey summary report, which shall include the following work:
  - Content
  - Layout and design
  - Any and all revisions
- Survey summary report shall include
  - Results of community meetings
  - Finalized survey results
  - Recommendations and suggestions for the Project Area B GBD steering committee

- o An explanation of methodology on how report was constructed.

**Task 10. Deliverables**

- Z. Invoice(s) for the content, layout and design, and any and all revisions related to Survey Summary Report
- AA. Final Survey Summary Report

**Task 11. Conduct Community Meeting #3**

- Grantee shall support a community meeting in Project Area B regarding the formation of a Green Benefit District. Grantee shall be responsible for:
  - o Meeting preparation
  - o Meeting materials
  - o Meeting facilitation
  - o Meeting minutes/notes
  - o Meeting debrief with the Dolores Park GBD steering committee.

**Task 11 Deliverables**

- BB. Invoice for time spent completing Task 11.
- CC. Copy of meeting minutes/notes
- DD. Sign in sheets for community meeting showing attendance

**Task 12. Ongoing Community and Stakeholder Engagement**

- Grantee shall provide ongoing community and stakeholder engagement support including, but not limited to, the following:
  - o Mailer productions
  - o Promotional and marketing materials
  - o Setting up and hosting meetings
  - o Making and setting up phone calls
  - o Neighborhood events

**Task 12 Deliverables**

- EE. Invoice(s) for work related to Task 12, with sufficient detail to determine what was accomplished.
- FF. A copy of each item produced under Task 12.
- GG. Proof of mailing for any item that requires mailing under Task 12.

**Task 13. Biweekly Public Meetings to Develop Management Plan and Engineer's Report for Project Area B GBD**

- Grantee shall organize and provide support for no less than 8 public meetings to develop a Project Area B GBD management plan and engineer's report.

**Task 13 Deliverables**

- HH. Invoice(s) for time, labor, and materials related to the completion of task 13.
- II. Meeting agendas for each community meeting.
- JJ. Meeting notes for each community meeting.

#### **Task 14. Draft and Final Management Plan**

- Grantee shall develop a management plan based off survey questionnaire input and public meetings.
- Grantee's first version of management plan shall be known as the draft version.
- Draft version of the management plan must be approved by a majority vote of the Project Area B steering committee.
- Draft version of the management plan shall be submitted to both City's Team and the City Attorney for review.
- Grantee shall not have a finalized management plan until an approval letter from both City's Team and the City Attorney has been received.

#### **Task 14. Deliverables**

- KK. Invoice(s) for time, materials, and labor spent on the development of draft and finalized management plan for Project Area B.
- LL. All draft management plans for Project Area B.
- MM. Final management plan for Project Area B.

#### **Task 15. Draft and Final Engineer's Report**

- Grantee shall develop an engineer's report based off survey questionnaire input and public meetings.
- Grantee's first version of engineer's report shall be known as the draft version.
- Draft version of the engineer's report must be approved by a majority vote of the Project Area B steering committee.
- Draft version of the engineer's report shall be submitted to both City's Team and the City Attorney for review.
- Grantee shall not have a finalized engineer's report until an approval letter from both City's Team and the City Attorney has been received.

#### **Task 15 Deliverables**

- NN. Invoice(s) for time, materials, and labor spent on the development of draft and finalized engineer's report for Project Area B,
- OO. All draft engineer's report for Project Area B.
- PP. Final engineer's report for Project Area B.

#### **Task 16. Assessment Database**

- Grantee shall develop an assessment database for Project Area B. Assessment database shall contain:
  - APN.
  - Owner Name.
  - SITUS.

- Parcel characteristics used to calculate assessments
- Total Assessment to be paid on that parcel.
- % that parcel's payment would be of total (% of total assessment).
- Care of.
- Mailing Address.
- Mailing City.
- Mailing State.

**Task 16 Deliverables**

- QQ. Invoice(s) for all time, labor, and related fees for the completion of an assessment database for Project Area B.
- RR. Final assessment database for Project Area B.

**Task 17. PW and City Attorney Review and Approval**

- Grantee shall obtain Public Works and City Attorney approval on the Finalized Management Plan and Engineer's Report for Project Area B.
- Grantee shall communicate the contents of the finalized Management Plan and Engineer's Report for Project Area B to the appropriate District Supervisor(s)

**Task 17 Deliverables**

- SS. Approval emails from Public Works and City Attorney for the finalized Management Plan and Engineer's Report.
- TT. Email indicating contents of Management Plan and Engineer's Report have been shared with the appropriate District Supervisor(s)

**Task 18. Property Owner Outreach**

- Grantee shall host between 5 and 10 meetings with large stakeholders in Project Area B.
- Large stakeholders shall mean the top 100 individual largest assessment holders in Project Area B.

**Task 18 Deliverables**

- UU. Invoice(s) for time, labor, and costs incurred in the completion of Task 18.

**Task 19. Ongoing Community and Stakeholder Engagement**

- Grantee shall provide ongoing community and stakeholder engagement support including, but not limited to, the following:
  - Mailer productions
  - Promotional and marketing materials
  - Setting up and hosting meetings
  - Making and setting up phone calls
  - Neighborhood events

**Task 19 Deliverables**



- VV. Invoice(s) for work related to Task 19, with sufficient detail to determine what was accomplished.
- WW. A copy of each item produced under Task 19.
- XX. Proof of mailing for any item that requires mailing under Task 19.

**Task 20. Develop Petition campaign Outreach Materials and Strategy**

- Grantee shall develop petition phase outreach materials and strategy.

**Task 20 Deliverables**

- YY. Invoice(s) for all time, labor, and materials used in the completion of Task 20.

**Task 21. Review of Petition Package by City Attorney and PW**

- Grantee shall secure approval of the City Attorney and PW prior to mailing the petition package to potential assessment payers.

**Task 21 Deliverables**

- ZZ. Approval email from the City Attorney
- AAA. Approval email from PW

**Task 22. Develop and Mail Petition Package**

- Grantee shall develop and mail a petition package to all potential assessment payers within Project Area B.

**Task 22 Deliverables**

- BBB. Invoice(s) for the printing and mailing of petitions

**Task 23. Property Owner Outreach and Petition Tracking**

- Grantee shall be responsible for property owner outreach through the petition phase.
- Grantee shall be responsible for tracking returned petitions throughout the petition phase.
- Grantee shall conduct outreach to ensure 30% or more of the total weighted assessments of the district respond in favor of forming a GBD.
- In the event the third bullet point of Task 23 is not completed, Grantee cannot bill or invoice for Tasks 24 – 31.

**Task 23 Deliverables**

- CCC. Invoice(s) for time, labor, and costs incurred in the completion of Task 23.
- DDD. Bi-weekly petition tracker updates to City's Team.

**Task 24. Communications and Engagement for Government Audit and Oversight Committee and Board of Supervisors Hearings**

- Grantee shall be responsible for all pertinent community communication and engagement related to Government Audit and Oversight Committee hearings and Board of Supervisors hearing.

**Task 24 Deliverables**

EEE. Invoice(s) for time, labor, and costs incurred in the completion of Task 24.

**Task 25. Ongoing Community and Stakeholder Engagement**

- Grantee shall provide ongoing community and stakeholder engagement support including, but not limited to, the following:
  - Mailer productions
  - Promotional and marketing materials
  - Setting up and hosting meetings
  - Making and setting up phone calls
  - Neighborhood events

**Task 25 Deliverables**

FFF. Invoice(s) for work related to Task 19, with sufficient detail to determine what was accomplished.

GGG. A copy of each item produced under Task 19.

HHH. Proof of mailing for any item that requires mailing under Task 19.

**Task 26. Develop Ballot Campaign Outreach Materials and Strategy**

- Grantee shall develop a ballot campaign strategy and develop outreach materials for the ballot phase.

**Task 26 Deliverables**

III. Invoice(s) for work related to Task 26.

**Task 27. Develop Ballot Cover Letter and Submit to the Department of Elections**

- Grantee shall develop a ballot package which shall include cover letter, final Management Plan, and final Engineer's Report and submit it to the Department of Elections via PW.

**Task 27 Deliverables**

JJJ. Invoice(s) for work related to Task 27 along with final version of cover letter.

**Task 28. Property Owner Outreach and Ballot Tracking**

- Grantee shall be responsible for property owner outreach through the balloting period, ensuring that identified “YES” votes fill out their ballot(s) and turn them into the Department of Elections via mail, courier, or in person.
- Grantee shall receive a ballot report every Friday of the balloting period from PW. Grantee shall review balloting report and provide a best guess estimate to whether or not a vote is in favor of the GBD or not. Grantee shall provide City’s Team an estimate of where the vote would land if election ended at that ballot period.

**Task 28 Deliverables**

KKK. Invoice(s) for any mailers sent out associated with property owner outreach during this period.

LLL. Ballot reports returned to City’s Team with updated hypotheses and vote projections.

**Task 29. Communication and Engagement for Board of Supervisors Hearing and Resolution of Establishment**

- Grantee shall be responsible for all pertinent community communication and engagement related to Government Audit and Oversight Committee hearing(s) and Board of Supervisors hearing(s) related to balloting.

**Task 29 Deliverables**

MMM. Invoice(s) for all time, materials, labor, and costs incurred in the completion of Task 29.

**Task 30. Ongoing Community and Stakeholder Engagement**

- Grantee shall provide ongoing community and stakeholder engagement support including, but not limited to, the following:
  - Mailer productions
  - Promotional and marketing materials
  - Setting up and hosting meetings
  - Making and setting up phone calls
  - Neighborhood events

**Task 30 Deliverables**

NNN. Invoice(s) for work related to Task 30, with sufficient detail to determine what was accomplished.

OOO. A copy of each item produced under Task 30.

PPP. Proof of mailing for any item that requires mailing under Task 30.

**Task 31. Resolution of Establishment Signed by the Mayor and Certified by the Clerk of the Board of Supervisors**

- Grantee shall provide City’s Team with a certified copy, with Mayor’s signature, of the Resolution of Establishment indicating the GBD passed the vote and has been established.

**Task 31 Deliverables**

**Young, Victor (BOS)**

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**From:** John C. Hooper <hooparb@aol.com>  
**Sent:** Wednesday, February 12, 2020 4:26 PM  
**To:** SOTF, (BOS)  
**Subject:** Please include as part of Sunshine Ordinance Task Force record: files #19061 and 19062

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Victor:

Please include this information in the SOTF reading file for the Complaint Committee on 2/18/20 as part of the official record of files #19061 and 19062 which I will present and also make this information available to the full Task Force.

The linked article referenced below relates directly to public concerns about DPW and OEWD's involvement with San Francisco Parks Alliance and involves issues which have been brought before the SOTF for more than a year.

## **SF corruption probe: PG&E, major construction firms, nonprofits hit with subpoenas**

Pacific Gas & Electric Co. is among the companies served with a subpoena Wednesday, along with major construction firms Webcor, Pankow and Clark Construction.

Waste management company Recology was also hit with a subpoena.

Nonprofits the **San Francisco Parks Alliance**, the Lefty Lefty O'Doul's Foundation for Kids and the San Francisco Clean City Coalition were also served.

<https://www.sfchronicle.com/bayarea/article/SF-corruption-probe-PG-E-major-construction-15051179.php>

**Young, Victor (BOS)**

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**From:** John C. Hooper <hooparb@aol.com>  
**Sent:** Tuesday, February 11, 2020 2:57 PM  
**To:** SOTF, (BOS)  
**Subject:** Please include in SOTF file # 19061

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Please include the following PRA request filed 2/11/20 to determine the status of the OEWD contract with SF Parks Alliance to form a Mission Dolores GBD.

Hello Ms. Thompson

**PUBLIC RECORD REQUEST**

In a request to the status Mission Dolores GBD SF Park Alliance July 1, 2018 Contract ID# 1000012901, you responded on 10/16/2019 via e-mail:

Good Afternoon Mark,

It appears as though the grant has expired. I hope that answers your question.

Hope all is well with you.  
M.

Contract ID# 1000012901  
says

Vendor Name: SAN FRANCISCO PARKS ALLIANCE  
Description: Buena Vista and Dolores Park G  
**Contract Term: July 01, 2018 to June 30, 2020**  
Contract Award Amount: 156,984.00

Article 3 of the contract say the same end date.

Please provide all records that show that this grant has expired.

If there are no records that show the grant has expired, please provide all records that show the grant has been canceled.

## Young, Victor (BOS)

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**From:** John C. Hooper <hooparb@aol.com>  
**Sent:** Tuesday, February 11, 2020 11:01 AM  
**To:** SOTF, (BOS)  
**Subject:** For SOTF Complaint Comm 2/18/20 files #19061 and 19062  
**Attachments:** SOTF Complaint Comm 21820.pages

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

### **Statement before the SOTF Complaint Committee re City's failure to provide full and complete responses to PRA requests regarding a proposed, publicly-funded Mission Dolores Green Benefit District. Files # 19061 and #19062 February 18, 2020**

Thank you for this opportunity. My name is John Hooper. My appearance today originated with a PRA request filed with various agencies, on February 11, 2019, a little over a year ago. After several follow-up requests to OEWD and DPW to provide complete information, I filed a second similar PRA request on May 29, 2019 and a complaint to this body.

This committee established SOTF jurisdiction over my complaints at a meeting on August 20, 2019 and forwarded the matters to the full Task Force. I appeared before the task force on January 21, 2020. However, because I had neglected to submit new information to the Task Force in a timely manner prior to that hearing, this matter was referred back to you. That was my oversight and I apologize. I submitted the statement I had intended to make that day in person, requesting that it be made part of the official record.

The whole issue of Green Benefit Districts (GBD), of which you have heard testimony from numerous citizens over the past year, is particularly noteworthy now because the GBD program can be traced back directly to the desk of Mohammed Nuru, the disgraced head of DPW who is now being investigated on multiple charges of corruption. See my 4/3/19 letter to the City Attorney at footnote 3, page F1.

Prior to filing my SOTF complaint, I made numerous efforts to work with OEWD to obtain items that I still had not seen ((316). On several occasions, OEWD informed me that it had sent me everything it had available and closed the request; yet, when I insisted, the agency continued to send more information. This piecemeal release of information by OEWD is disconcerting and undermines the public's faith in City Government.

This is a serious issue for SOTF. Will this body allow an agency to state it has satisfied its obligations under the Sunshine Ordinance by inundating the public with irrelevant information or will you require substantive and complete responses provided by knowledgeable employees within a given agency?

#### Attempts to obtain information

2/17 - certified letter to OEWD returned as "Undeliverable" (photocopy and 286)  
2/25/19 I write to OEWD stating my letter was returned and sending 2/11/19 letter again.(318)  
2/25/19 OEWD replies that it is collecting documents  
3/5/19 - I write to OEWD saying I've had no response to my 2/11/19 request (305)  
3/5/19 I receive a series of 44 emails from OEWD - each with multiple attachments - purporting to respond to my 2/11/19 PRA request. (322-363)  
3/25/19 - more documents arrive from OEWD  
5/7/19 email from me to OEWD sending list of items still not received as requested on 2/11/19 (316 and 288)  
5/7/19 response from OEWD: does not have any more docs and is closing this request (319)  
6/7/19 info still not received (296)  
6/11/19 exchange of emails between me and SOTF (313) while I was out of town for an emergency. OEWD representative tells members of SOTF that "Mr Hooper was at the Bohemian Grove and lost documents." This is a complete fabrication; I was with my daughter who had brain surgery at the Barrow Brain Center in Phoenix on 6/13/19. In any case, I am not a member of the Bohemian Grove and would have had no reason for being there. I did not lose any documents.  
6/11/19 to DPW (19062 - 483 mentions a "thumb drive" (never received by me) and 484  
6/12-13/19 and 7/3/19 exchanges of emails between me, SOTF and Parks Alliance (310 -312)  
6/14/19 OEWD sends more info relating to MD GBD, most of it right on GBD website (308; 322 - 363; 364 and 365 -424)  
6/21/19 OEWD reiterates it has been fully responsive (305)  
7/3/19 same statement again (303)

8/20 - I appear before the SOTF Complaint Committee. OEWD representative hands me a packet of papers "as a courtesy" purporting to be all the information it has. Packet turns out to be obsolete information or pages copied from public websites. Jurisdiction is established and my file forwarded to the full SOTF for consideration.

1/21/20 SOTF Chair asked DPW's Custodian of Records David Steinberg the status of the Mission Dolores GBD effort. Steinberg replies he does not know and DPW's GBD program manager is absent

2/7/20 I repeat a question to DPW's Green District Manager about status of MDGBD. No response.

The first four questions in my original PRA request dated 2/11/19 pertained exclusively to the now defeated Greater Buena Vista GBD. It appears from email correspondence that DPW, OEWD and the GBV GBD formation committee conspired to alter the original OEWD grant application so that it would appear to qualify for funding. See 4/3/19 letter to City Attorney at at Footnote 4 pages F2 and F3.

However, questions 5 through 9 pertain to the Mission Dolores GBD which the City is still promoting and funding through a July 2018 contract with SF Parks Alliance which runs through June of this year.

Information requested on February 11, 2019 and still not received

5. Verbatim transcripts, photographs, videos, tape recordings, sign-in sheets, attendance records, notes, memoranda, reports, and any other records in any form of public meetings to discuss, organize, and/or promote a Mission Dolores GBD held on September 17, 2018, October 10, 2018, and/or November 15, 2018. NOT RECEIVED

6. All emails, text messages, and other correspondence, including minutes of all MDGBD formation committee meetings, relating to the planning, execution, and/or follow-up related to public meetings to discuss, organize, and/or promote a Mission Dolores GBD held on September 17, 2018, October 10, 2018, and/or November 15, 2018. NOT RECEIVED

7. All raw survey data collected in connection with Mission Dolores GBD surveys. SOME DATA RECEIVED

8. All documents, records, and/or correspondence relating to the funding and initiation of a management plan/engineer's report in connection with a Mission Dolores GBD. NOT RECEIVED

9. All public records, as defined in Gov. Code Section 6252 (c) and (e), including correspondence (including but not limited to letters, e-mails, and text messages), contracts, agreements, mailing lists, surveys and online surveys, responses to surveys and online surveys, budgets, expenditures, and memoranda (including all methods of transcription) memorializing, describing, or otherwise relating to the planning for, public interest and/or opinion surveying for, expenditure of public funds for, organization, and/or formation of a possible Mission Dolores GBD. NOT RECEIVED, other than some information about the survey.

In a nutshell, OEWD has blocked release of invoices or money spent under the current MDGBD contract. There is no accounting of any money spent under a \$ 156,000 contract. The "official" explanation is it doesn't exist.

But, the MDGBD engineering report exists, the MDGBD management Plan exists and the Boston Tech Survey was completed. Incidentally, all of these documents have been officially questioned due to bias and inaccuracy.

We also know the this information exists because much of it is required to be provided to OEWD under the terms of the July 1, 2018 contract between OEWD and Parks Alliance. See the attachment to my statement of January 21, 2020 entitled Tasks and Deliverables under Project Area B: Dolores Park Neighborhood. All the information required by OEWD under that contract is required to be made available to the public.

Today, I request that you reaffirm your jurisdiction over this matter and send my files to the full SOTF. Thank you.



4/07



9414710200883030635828

**F**



US POSTAGE AND FEES PAID  
 FIRST-CLASS  
 Feb. 11, 2019  
 Mailed from ZIP 94117  
 132 PNH - State Mail Letter  
 CID: 235919

071V01330106

**USPS FIRST-CLASS**

**C006**

JOHN HOOPER  
 207 BUENA VISTA AVE  
 SAN FRANCISCO CA 94117

RETURN RECEIPT REQUESTED

SHIP **QEMD**  
 TO: MARIANNE THOMPSON  
 1 DR CARLTON B GOODLETT PL  
 #448  
 SAN FRANCISCO CA 94102-4608

0702117

557 CC 1

RETURN TO SENDER  
 UNABLE TO DELIVER  
 NOT DELIVERABLE AS ADDRESSED

94117 410301

**Kwik**



Please allocate the following way:

Grantee: San Francisco Parks Alliance Blanket: Contract ID# 1000012901

Purpose/  
Modules: Buena Vista and Dolores Park GBDs Amendment  or  New (circle one)

Amount to be encumbered: \$156,984.00 Workforce  or  Econ (circle one)

Grant Coordinator: Byron M Lam

General Fund	Other (Specify)
<p><b>IIN 18<sup>th</sup> St. Merchant Capacity Building (ACT 0093)</b>                      Dept: 207767                      Fund: 10010                      Authority: 16652                      Project: 10022531                      Activity: 0093                      \$25,000</p>	<p><b>DPW</b>                      Dept: 2207767                      Fund: 10020                      Authority: 17355                      Project: 10022531                      Activity: 0072                      Budget: FY 19                      \$33,000.00                      \$33,000 from DPW work order in FY 17-18</p> <p><b>Public Works work order in FY 18-19</b>                      Dept: 207767                      Fund: 10010                      Authority: 16652                      Project: 10022531                      Activity: 0136                      \$98,984.00 Public Works Order FY18-19</p>



### Approval Required

The contract document for Contract ID 1000012901 was completed outside of the PeopleSoft Financials and Procurement System. Signed documents attached.

### Contract Summary

**Version:** 1

**Vendor ID:** 0000011535

**Vendor Name:** SAN FRANCISCO PARKS ALLIANCE

**Description:** Buena Vista and Dolores Park G

**Contract Term:** July 01, 2018 to June 30, 2020

**Contract Award Amount:** 156,984.00

No. of File(s): 1

File(s) Attached: Executed contract

City Representative

Completed By:

DocuSigned by:

*Jennifer M. Collins*

FE0E9E19101A436...

Jennifer M. Collins

## **Leger, Cheryl (BOS)**

---

**From:** Thompson, Marianne (ECN)  
**Sent:** Thursday, February 6, 2020 4:51 PM  
**To:** SOTF, (BOS); Heckel, Hank (MYR)  
**Subject:** RE: SOTF - Notice of Appearance - Complaint Committee: February 18, 2020; 5:30 p.m.

Thanks Cheryl,

I still am unclear as to what I am responding to. I asked Mr. Hooper to provide an exact explanation of what he thinks he is missing, and have not heard from him. If I don't hear from him, I will not be attending the meeting.

M.

### **Marianne Mazzucco Thompson**

Office of Economic and Workforce Development  
City Hall, Room 448.  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)



**From:** SOTF, (BOS)  
**Sent:** Thursday, February 6, 2020 2:12 PM  
**To:** 79999-25916958@requests.muckrock.com; Megan Bourne <[mbourne@famsf.org](mailto:mbourne@famsf.org)>; 80695-54486849@requests.muckrock.com; Cityattorney <[Cityattorney@sfcityatty.org](mailto:Cityattorney@sfcityatty.org)>; COTE, JOHN (CAT) <[John.Cote@sfcityatty.org](mailto:John.Cote@sfcityatty.org)>; COOLBRITH, ELIZABETH (CAT) <[Elizabeth.Coolbrith@sfcityatty.org](mailto:Elizabeth.Coolbrith@sfcityatty.org)>; JOHN HOOPER <[hooparb@aol.com](mailto:hooparb@aol.com)>; Corgas, Christopher (ECN) <[christopher.corgas@sfgov.org](mailto:christopher.corgas@sfgov.org)>; Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>; Goldberg, Jonathan (DPW) <[jonathan.goldberg@sfdpw.org](mailto:jonathan.goldberg@sfdpw.org)>; Steinberg, David (DPW) <[david.steinberg@sfdpw.org](mailto:david.steinberg@sfdpw.org)>; S <[grovestand2012@gmail.com](mailto:grovestand2012@gmail.com)>; McHale, Maggie (HRD) <[maggie.mchale@sfgov.org](mailto:maggie.mchale@sfgov.org)>; Voong, Henry (HRD) <[henry.voong@sfgov.org](mailto:henry.voong@sfgov.org)>; Callahan, Micki (HRD) <[micki.callahan@sfgov.org](mailto:micki.callahan@sfgov.org)>  
**Subject:** SOTF - Notice of Appearance - Complaint Committee: February 18, 2020; 5:30 p.m.

Good Afternoon:

You are receiving this notice because you are named as a Complainant or Respondent in one of the following complaints scheduled before the Complaint Committee of the Sunshine Ordinance Task Force to: 1) hear the merits of the complaint; 2) issue a determination; and/or 3) consider referrals from a Task Force Committee.

Date: February 18, 2020

Location: City Hall, Room 408

Time: 5:30 p.m.

**File No. 19113:** Complaint filed by Anonymous against Jason Moment, Thomas Campbell and the Fine Arts Museum for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21(b)(c)(k), 67.29-7(a)(c), 67.25, 67.26, 67.27, CPRA Government Code 6270.5-5, by failing to respond to an Immediate Disclosure Request in a timely and/or complete manner, failing to assist, failure to retain records, failing to record third party transactions, withholding and failure to justify withholding, failure to respond to a public records request in a timely and/or complete manner.

**File No. 19120:** Complaint filed by Anonymous against the Office of the City Attorney for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21(b)(c), 67.26, 67.27, by failing to respond to a request for public records in a timely and/or complete manner; failing to justify withholding of records and failing to provide assistance.

**File No. 19061:** Complaint filed by John Hooper against the Office of Economic and Workforce Development for allegedly violating Administrative Code (Sunshine Ordinance), Section 67.21, by failing to respond to a public records request in a timely and/or complete manner.

**File No. 19062:** Complaint filed by John Hooper against Public Works for allegedly violating Administrative Code (Sunshine Ordinance), Section 67.21, by failing to respond to a public records request in a timely and/or complete manner.

**File No. 19140:** Complaint filed by Stephen Malloy against the Department of Human Resources for allegedly violating Administrative Code (Sunshine Ordinance), Sections 67.21 and 67.25, by failing to respond to a request for public records in a timely and/or complete manner.

#### **Documentation (evidence supporting/disputing complaint)**

For a document to be considered, it must be received at least five (5) working days before the hearing (see attached Public Complaint Procedure).

For inclusion in the agenda packet, supplemental/supporting documents must be received by **5:00 pm, February 12, 2020**.

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
Tel: 415-554-7724

 Click [here](#) to complete a Board of Supervisors Customer Service Satisfaction form.

The [Legislative Research Center](#) provides 24-hour access to Board of Supervisors legislation, and archived matters since August 1998.

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*that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.*

## Leger, Cheryl (BOS)

---

**From:** Thompson, Marianne (ECN)  
**Sent:** Friday, January 31, 2020 11:20 AM  
**To:** SOTF, (BOS); John C. Hooper  
**Cc:** Heckel, Hank (MYR)  
**Subject:** Follow-Up, January 12th, Sunshine Task Force

Good Morning Mr. Hooper and Cheryl,

In preparation for the next Sunshine Task Force meeting, we would like Mr. Hooper to provide for us, specifically, the documents that he believes he has not received.

Thanks,  
M.

**Marianne Mazzucco Thompson**  
Office of Economic and Workforce Development  
City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)



## Leger, Cheryl (BOS)

---

**From:** Thompson, Marianne (ECN)  
**Sent:** Wednesday, July 3, 2019 12:06 PM  
**To:** SOTF, (BOS); Corgas, Christopher (ECN); Heckel, Hank (MYR)  
**Cc:** JOHN HOOPER  
**Subject:** RE: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 19061  
**Attachments:** SOTF - Complaint Procedure 2018-12-05 FINAL.pdf; 19061 Complaint.pdf; GBD Deliverables.zip

Good afternoon,

We have provided Mr. Hooper with the following documents, which were fully responsive to his February 11<sup>th</sup> Sunshine Request.

Best,  
M.

### Marianne Mazzucco Thompson

Office of Economic and Workforce Development  
City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)



---

**From:** SOTF, (BOS)  
**Sent:** Wednesday, July 3, 2019 9:14 AM  
**To:** Corgas, Christopher (ECN) <[christopher.corgas@sfgov.org](mailto:christopher.corgas@sfgov.org)>; Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>  
**Cc:** JOHN HOOPER <[hooparb@aol.com](mailto:hooparb@aol.com)>  
**Subject:** SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 19061

Good Morning:

The Office of Economic and Workforce Development has been named as a Respondent in the attached complaint filed with the Sunshine Ordinance Task Force. Please respond to the following complaint/request within five business days.

**File No. 19061:** Complaint filed by John Hooper against the Office of Economic and Workforce Development for allegedly violating Administrative Code (Sunshine Ordinance), Section 67.21, by failing to respond to a public records request in a timely and/or complete manner.

**The Respondent is required to submit a written response to the allegations including any and all supporting documents, recordings, electronic media, etc., to the Task Force within five (5) business days**

**of receipt of this notice.** This is your opportunity to provide a full explanation to allow the Task Force to be fully informed in considering your response prior its meeting.

Please include the following information in your response if applicable:

1. List all relevant records with descriptions that have been provided pursuant to the Complainant request.
2. Date the relevant records were provided to the Complainant.
3. Description of the method used, along with any relevant search terms used, to search for the relevant records.
4. Statement/declaration that all relevant documents have been provided, does not exist, or has been excluded.
5. Copy of the original request for records (if applicable).

Please refer to the File Number when submitting any new information and/or supporting documents pertaining to this complaint.

The Complainant alleges:  
*Complaint Attached.*

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
Tel: 415-554-7724



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## Leger, Cheryl (BOS)

---

**From:** Thompson, Marianne (ECN)  
**Sent:** Friday, June 21, 2019 10:24 AM  
**To:** SOTF, (BOS); JOHN HOOPER  
**Subject:** RE: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 19062

Good Morning Cheryl,

I have provided Mr. Hooper with all of the documents that OEWD has, to include a separate email covering the Park Alliance contract.

M.

**Marianne Mazzucco Thompson**  
Office of Economic and Workforce Development  
City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)




---

**From:** SOTF, (BOS)  
**Sent:** Friday, June 21, 2019 8:54 AM  
**To:** JOHN HOOPER <hooparb@aol.com>  
**Cc:** Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>  
**Subject:** RE: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 19062

Dear Mr. Hooper:

File No. 19062 (Public Works) is one of four separate matters (19063, SF Parks Alliance; 19064, Recreation and Parks). I put in a call to Marianne Thompson (OEWD; file no. 19061) to ask if she has provided everything you requested. Ms. Thompson and you have been exchanging emails regarding your request (19061) and I wanted to make certain that you have everything. I will call her again today. Have received all your requested materials? If so, are you would you like to withdraw your complaint? Thank you.

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
Tel: 415-554-7724

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*that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.*

---

**From:** JOHN HOOPER <hooparb@aol.com>

**Sent:** Thursday, June 20, 2019 2:57 PM

**To:** SOTF, (BOS) <sotf@sfgov.org>

**Subject:** Re: SOTF - Complaint Filed with the Sunshine Ordinance Task Force - File No. 19062

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Cheryl: It was my intent to include both DPW and OEWD in my complaint.

Is that your understanding or do I need to take any additional steps?

Thanks for your guidance.

John Hooper

On Jun 14, 2019, at 10:24 AM, SOTF, (BOS) <sotf@sfgov.org> wrote:

Good Morning:

Public Works has been named as a Respondent in the attached complaint filed with the Sunshine Ordinance Task Force. Please respond to the following complaint/request within five business days.

**File No. 19062:** Complaint filed by John Hooper against Public Works for allegedly violating Administrative Code (Sunshine Ordinance), Section 67.21, by failing to respond to a public records request in a timely and/or complete manner.

**The Respondent is required to submit a written response to the allegations including any and all supporting documents, recordings, electronic media, etc., to the Task Force within five (5) business days of receipt of this notice.** This is your opportunity to provide a full explanation to allow the Task Force to be fully informed in considering your response prior its meeting.

Please include the following information in your response if applicable:

1. List all relevant records with descriptions that have been provided pursuant to the Complainant request.
2. Date the relevant records were provided to the Complainant.
3. Description of the method used, along with any relevant search terms used, to search for the relevant records.
4. Statement/declaration that all relevant documents have been provided, does not exist, or has been excluded.
5. Copy of the original request for records (if applicable).

Please refer to the File Number when submitting any new information and/or supporting documents pertaining to this complaint.

The Complainant alleges:  
*Complaint Attached.*

Cheryl Leger  
Assistant Clerk, Board of Supervisors  
Tel: 415-554-7724

<image001.png> Click [here](#) to complete a Board of Supervisors Customer Service Satisfaction form.

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*Disclosures: Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information provided will not be redacted. Members of the public are not required to provide personal identifying information when they communicate with the Board of Supervisors and its committees. All written or oral communications that members of the public submit to the Clerk's Office regarding pending legislation or hearings will be made available to all members of the public for inspection and copying. The Clerk's Office does not redact any information from these submissions. This means that personal information—including names, phone numbers, addresses and similar information that a member of the public elects to submit to the Board and its committees—may appear on the Board of Supervisors website or in other public documents that members of the public may inspect or copy.*

<SOTF - Complaint Procedure 2018-12-05 FINAL.pdf>

<19062.pdf>

## Leger, Cheryl (BOS)

---

**From:** JOHN HOOPER <hooparb@aol.com>  
**Sent:** Friday, June 14, 2019 6:47 PM  
**To:** Thompson, Marianne (ECN)  
**Cc:** Goldberg, Jonathan (DPW); Heckel, Hank (MYR); SOTF, (BOS)  
**Subject:** Re: Additional OEWD docs.

Will do and thanks for the offer.

John Hooper

> On Jun 14, 2019, at 6:28 PM, Thompson, Marianne (ECN) <marianne.thompson@sfgov.org> wrote:

>

> Thank you John.

>

> Please let me know if you would like to meet and discuss.

>

> M.

>

> Sent from my iPhone

>

>> On Jun 14, 2019, at 4:47 PM, JOHN HOOPER <hooparb@aol.com> wrote:

>>

>> Thank you, Marianne and I will review your documents next week.

>>

>> Sincerely,

>>

>> John Hooper

>>

>>> On Jun 14, 2019, at 3:50 PM, Thompson, Marianne (ECN) <marianne.thompson@sfgov.org> wrote:

>>>

>>> Good afternoon Hooper,

>>>

>>> I hope that your emergency concludes safely.

>>>

>>> I am attaching the final agreement with OEWD and SF Parks Alliance along with all of the deliverables, which would be the work product that would have been given to OEWD. I think that by sending this in a separate e-mail and not contained within my previous 25 responses, may create clarity around their work.

>>>

>>> I believe that this should answer your question regarding the documents that would be available from the Park Alliance.

>>>

>>> I have made myself available to Mr. Sullivan for a face-to-face meeting, and would likewise offer the same to you.

>>>

>>> Have a good weekend,

>>> M.

>>>

>>> Marianne Mazzucco Thompson

>>> Office of Economic and Workforce Development City Hall, Room 448

>>> 1 Dr. Carlton B. Goodlett Place  
>>> San Francisco, CA 94102  
>>> P: 415-554-6297  
>>> E: Marianne.Thompson@sfgov.org

>>>  
>>>  
>>>

>>> -----Original Message-----

>>> From: JOHN HOOPER <hooparb@aol.com>  
>>> Sent: Tuesday, June 11, 2019 1:22 PM  
>>> To: Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>  
>>> Cc: Goldberg, Jonathan (DPW) <jonathan.goldberg@sfdpw.org>  
>>> Subject: Thank you for helping with SOTF!

>>>  
>>>

>>> This message is from outside the City email system. Do not open links or attachments from untrusted sources.

>>>  
>>>  
>>>

>>> Hi Marianne: I appreciate your taking the time to forward to Cheryl at SOTF the documents you had send me on 3/25/19 in response to a 2/11/19 PRA request. I am out of town on an emergency basis and do not have access to the OEWD emails.

>>>

>>> I am sorry we got off to a less than optimal start after the recent SOTF hearing at which I attempted to introduce myself.

>>>

>>> My intent, with both you and Jonathan Goldberg, was to make it clear that, though we may disagree on a given policy matter, I have nothing but high regard for City employees and the important work you do.

>>>

>>> However, I consider it inappropriate for public employees to refuse to speak to a member of the public as both you and Jonathan did with me on the occasion in question.

>>>

>>> I look forward to working cordially with you in the future.

>>>

>>> Sincerely,

>>>

>>> John Hooper

>>> <Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing  
>>> Package - sample.pdf> <Deliverable 5 - Mission Dolores GBD Proof of  
>>> Petition Mailing Package.pdf> <Deliverable 1 - Buena Vista Survey  
>>> Report.pdf> <Deliverable 2 - Feasibility Survey Report (DP).pdf>  
>>> <Deliverable 3 - Mission Dolores GBD Final Management Plan.pdf>  
>>> <Deliverable 4 - Mission Dolores GBD Final Engineer's Report.pdf>  
>>> <Deliverable 8 - Inner Sunset GBD - Letter to Property Owners  
>>> (IS).pdf> <Deliverable 8 - Inner Sunset GBD - Letter to Property  
>>> Owners (IS).pdf>  
>>> <G-100 SFPA GBDs OEWD contract\_scope of work.pdf>

>>>  
>

## Leger, Cheryl (BOS)

---

**From:** JOHN HOOPER <hooparb@aol.com>  
**Sent:** Friday, June 14, 2019 4:48 PM  
**To:** Thompson, Marianne (ECN)  
**Cc:** Goldberg, Jonathan (DPW); Heckel, Hank (MYR); SOTF, (BOS)  
**Subject:** Additional OEWD docs.

Thank you, Marianne and I will review your documents next week.

Sincerely,

John Hooper

> On Jun 14, 2019, at 3:50 PM, Thompson, Marianne (ECN) <marianne.thompson@sfgov.org> wrote:  
>  
> Good afternoon Hooper,  
>  
> I hope that your emergency concludes safely.  
>  
> I am attaching the final agreement with OEWD and SF Parks Alliance along with all of the deliverables, which would be the work product that would have been given to OEWD. I think that by sending this in a separate e-mail and not contained within my previous 25 responses, may create clarity around their work.  
>  
> I believe that this should answer your question regarding the documents that would be available from the Park Alliance.  
>  
> I have made myself available to Mr. Sullivan for a face-to-face meeting, and would likewise offer the same to you.  
>  
> Have a good weekend,  
> M.  
>  
> Marianne Mazzucco Thompson  
> Office of Economic and Workforce Development City Hall, Room 448  
> 1 Dr. Carlton B. Goodlett Place  
> San Francisco, CA 94102  
> P: 415-554-6297  
> E: Marianne.Thompson@sfgov.org  
>  
>  
>  
> -----Original Message-----  
> From: JOHN HOOPER <hooparb@aol.com>  
> Sent: Tuesday, June 11, 2019 1:22 PM  
> To: Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>  
> Cc: Goldberg, Jonathan (DPW) <jonathan.goldberg@sfdpw.org>  
> Subject: Thank you for helping with SOTF!  
>  
>  
> This message is from outside the City email system. Do not open links or attachments from untrusted sources.

>  
>  
>

> Hi Marianne: I appreciate your taking the time to forward to Cheryl at SOTF the documents you had send me on 3/25/19 in response to a 2/11/19 PRA request. I am out of town on an emergency basis and do not have access to the OEWD emails.

>

> I am sorry we got off to a less than optimal start after the recent SOTF hearing at which I attempted to introduce myself.

>

> My intent, with both you and Jonathan Goldberg, was to make it clear that, though we may disagree on a given policy matter, I have nothing but high regard for City employees and the important work you do.

>

> However, I consider it inappropriate for public employees to refuse to speak to a member of the public as both you and Jonathan did with me on the occasion in question.

>

> I look forward to working cordially with you in the future.

>

> Sincerely,

>

> John Hooper

> <Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing Package

> - sample.pdf> <Deliverable 5 - Mission Dolores GBD Proof of Petition

> Mailing Package.pdf> <Deliverable 1 - Buena Vista Survey Report.pdf>

> <Deliverable 2 - Feasibility Survey Report (DP).pdf> <Deliverable 3 -

> Mission Dolores GBD Final Management Plan.pdf> <Deliverable 4 -

> Mission Dolores GBD Final Engineer's Report.pdf> <Deliverable 8 -

> Inner Sunset GBD - Letter to Property Owners (IS).pdf> <Deliverable 8 -

> - Inner Sunset GBD - Letter to Property Owners (IS).pdf>

> <G-100 SFPD GBDs OEWD contract\_scope of work.pdf>

**Leger, Cheryl (BOS)**

---

**From:** Thompson, Marianne (ECN)  
**Sent:** Friday, June 14, 2019 6:29 PM  
**To:** JOHN HOOPER  
**Cc:** Goldberg, Jonathan (DPW); Heckel, Hank (MYR); SOTF, (BOS)  
**Subject:** Re: Additional OEWD docs.

Thank you John.

Please let me know if you would like to meet and discuss.

M.

Sent from my iPhone

> On Jun 14, 2019, at 4:47 PM, JOHN HOOPER <hooparb@aol.com> wrote:

>

> Thank you, Marianne and I will review your documents next week.

>

> Sincerely,

>

> John Hooper

>

>> On Jun 14, 2019, at 3:50 PM, Thompson, Marianne (ECN) <marianne.thompson@sfgov.org> wrote:

>>

>> Good afternoon Hooper,

>>

>> I hope that your emergency concludes safely.

>>

>> I am attaching the final agreement with OEWD and SF Parks Alliance along with all of the deliverables, which would be the work product that would have been given to OEWD. I think that by sending this in a separate e-mail and not contained within my previous 25 responses, may create clarity around their work.

>>

>> I believe that this should answer your question regarding the documents that would be available from the Park Alliance.

>>

>> I have made myself available to Mr. Sullivan for a face-to-face meeting, and would likewise offer the same to you.

>>

>> Have a good weekend,

>> M.

>>

>> Marianne Mazzucco Thompson

>> Office of Economic and Workforce Development City Hall, Room 448

>> 1 Dr. Carlton B. Goodlett Place

>> San Francisco, CA 94102

>> P: 415-554-6297

>> E: Marianne.Thompson@sfgov.org

>>

>>



>>

>> -----Original Message-----

>> From: JOHN HOOPER <hooparb@aol.com>

>> Sent: Tuesday, June 11, 2019 1:22 PM

>> To: Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>

>> Cc: Goldberg, Jonathan (DPW) <jonathan.goldberg@sfdpw.org>

>> Subject: Thank you for helping with SOTF!

>>

>>

>> This message is from outside the City email system. Do not open links or attachments from untrusted sources.

>>

>>

>>

>> Hi Marianne: I appreciate your taking the time to forward to Cheryl at SOTF the documents you had send me on 3/25/19 in response to a 2/11/19 PRA request. I am out of town on an emergency basis and do not have access to the OEWD emails.

>>

>> I am sorry we got off to a less than optimal start after the recent SOTF hearing at which I attempted to introduce myself.

>>

>> My intent, with both you and Jonathan Goldberg, was to make it clear that, though we may disagree on a given policy matter, I have nothing but high regard for City employees and the important work you do.

>>

>> However, I consider it inappropriate for public employees to refuse to speak to a member of the public as both you and Jonathan did with me on the occasion in question.

>>

>> I look forward to working cordially with you in the future.

>>

>> Sincerely,

>>

>> John Hooper

>> <Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing Package

>> - sample.pdf> <Deliverable 5 - Mission Dolores GBD Proof of Petition

>> Mailing Package.pdf> <Deliverable 1 - Buena Vista Survey Report.pdf>

>> <Deliverable 2 - Feasibility Survey Report (DP).pdf> <Deliverable 3 -

>> Mission Dolores GBD Final Management Plan.pdf> <Deliverable 4 -

>> Mission Dolores GBD Final Engineer's Report.pdf> <Deliverable 8 -

>> Inner Sunset GBD - Letter to Property Owners (IS).pdf> <Deliverable 8 -

>> - Inner Sunset GBD - Letter to Property Owners (IS).pdf>

>> <G-100 SFPA GBDs OEWD contract\_scope of work.pdf>

>

## Leger, Cheryl (BOS)

---

**From:** Thompson, Marianne (ECN)  
**Sent:** Friday, June 14, 2019 3:51 PM  
**To:** JOHN HOOPER  
**Cc:** Goldberg, Jonathan (DPW); Heckel, Hank (MYR); SOTF, (BOS)  
**Subject:** RE: Thank you for helping with SOTF!  
**Attachments:** Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing Package - sample.pdf; Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing Package.pdf; Deliverable 1 - Buena Vista Survey Report.pdf; Deliverable 2 - Feasibility Survey Report (DP).pdf; Deliverable 3 - Mission Dolores GBD Final Management Plan.pdf; Deliverable 4 - Mission Dolores GBD Final Engineer's Report.pdf; Deliverable 8 - Inner Sunset GBD - Letter to Property Owners (IS).pdf; Deliverable 8 - Inner Sunset GBD - Letter to Property Owners (IS).pdf; G-100 SFPA GBDs OEWD contract\_scope of work.pdf

Good afternoon Hooper,

I hope that your emergency concludes safely.

I am attaching the final agreement with OEWD and SF Parks Alliance along with all of the deliverables, which would be the work product that would have been given to OEWD. I think that by sending this in a separate e-mail and not contained within my previous 25 responses, may create clarity around their work.

I believe that this should answer your question regarding the documents that would be available from the Park Alliance.

I have made myself available to Mr. Sullivan for a face-to-face meeting, and would likewise offer the same to you.

Have a good weekend,  
M.

Marianne Mazzucco Thompson  
Office of Economic and Workforce Development City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: Marianne.Thompson@sfgov.org

-----Original Message-----

From: JOHN HOOPER <hooparb@aol.com>  
Sent: Tuesday, June 11, 2019 1:22 PM  
To: Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>  
Cc: Goldberg, Jonathan (DPW) <jonathan.goldberg@sfdpw.org>  
Subject: Thank you for helping with SOTF!

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Hi Marianne: I appreciate your taking the time to forward to Cheryl at SOTF the documents you had send me on 3/25/19 in response to a 2/11/19 PRA request. I am out of town on an emergency basis and do not have access to the OEWD emails.

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However, I consider it inappropriate for public employees to refuse to speak to a member of the public as both you and Jonathan did with me on the occasion in question.

I look forward to working cordially with you in the future.

Sincerely,

John Hooper

## Leger, Cheryl (BOS)

---

**From:** Thompson, Marianne (ECN)  
**Sent:** Tuesday, June 11, 2019 9:44 AM  
**To:** SOTF, (BOS)  
**Subject:** FW: Request for complete information re GBDs based on February 11, 2019 PRA request  
**Attachments:** PRA request 2\_11\_19 re GBVGBD and MDGBD -highlighted.pages

**Marianne Mazzucco Thompson**  
Office of Economic and Workforce Development  
City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)



**From:** John C. Hooper <[hooparb@aol.com](mailto:hooparb@aol.com)>  
**Sent:** Tuesday, May 7, 2019 9:38 AM  
**To:** Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>  
**Subject:** Request for complete information re GBDs based on February 11, 2019 PRA request

Dear Ms. Thompson:

Thank you for the documents you sent me on March 5, 2019 in response to my PRA request to OEWD et al. dated February 11, 2019. I attach a highlighted copy of my original request here for your convenience to indicate that much of the information I requested at that time has still not been provided.

I would appreciate your providing the remaining information as soon as possible.

Please let me know that you received this request.

Sincerely,

John Hooper

-----Original Message-----

**From:** Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>  
**To:** John C. Hooper <[hooparb@aol.com](mailto:hooparb@aol.com)>  
**Sent:** Tue, Mar 5, 2019 4:41 pm  
**Subject:** RE: Status of Feb 11, 2019 PRA request to OEWD re GBDs?

Dear John,

This final e-mail concludes your Sunshine Request.

Best,  
M.

**Marianne Mazzuco Thompson**

Office of Economic and Workforce Development  
City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)



**From:** John C. Hooper [<mailto:hooparb@aol.com>]  
**Sent:** Tuesday, March 05, 2019 2:41 PM  
**To:** Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>  
**Cc:** Corgas, Christopher (ECN) <[christopher.corgas@sfgov.org](mailto:christopher.corgas@sfgov.org)>  
**Subject:** Status of Feb 11, 2019 PRA request to OEWD re GBDs?

Hi Marianne:

Following up on your note to me of last week, I have still not received any information from your office based on my February 11, 2019 PRA request. Please advise if you need anything more from me in order to fulfill this request.

Thank you, John Hooper

-----Original Message-----

**From:** Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>  
**To:** John C. Hooper <[hooparb@aol.com](mailto:hooparb@aol.com)>  
**Cc:** Corgas, Christopher (ECN) <[christopher.corgas@sfgov.org](mailto:christopher.corgas@sfgov.org)>  
**Sent:** Mon, Feb 25, 2019 9:34 am  
**Subject:** RE: Re-sending PRA request

Good Morning John.

I am in receipt of your Public records Request, and shall begin retrieving the requested documents.

I will have the completed documents to you by the end of the week.

M.

**Marianne Mazzuco Thompson**

Office of Economic and Workforce Development  
City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)



**From:** John C. Hooper [mailto:hooparb@aol.com]  
**Sent:** Monday, February 25, 2019 9:29 AM  
**To:** Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>  
**Cc:** Corgas, Christopher (ECN) <christopher.corgas@sfgov.org>  
**Subject:** Re-sending PRA request

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Marianne:

As I emailed you a couple of days ago, a Certified Mail copy of my February 11, 2019 PRA request to OEWD was returned to me as "not deliverable".

The Certified letter was addressed to:

OEWD  
Marianne Thompson  
1 Dr Carlton B Goodlett Pl #448  
San Francisco, CA 94102-4603

I will send another hard copy of the request to you in the same manner as soon as I have a chance. Please advise if I need to correct the address.

In the meantime, here is another copy of the PRA request attached here.

Please let me know you got this email and the attachment.

Thanks,

John Hooper  
415-626-8880

## Leger, Cheryl (BOS)

---

**From:** Thompson, Marianne (ECN)  
**Sent:** Tuesday, June 11, 2019 9:43 AM  
**To:** SOTF, (BOS)  
**Subject:** FW: Request for complete information re GBDs based on February 11, 2019 PRA request

You were on the May 7<sup>th</sup> response.

M.

**Marianne Mazucco Thompson**

Office of Economic and Workforce Development  
City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)



---

**From:** Thompson, Marianne (ECN)  
**Sent:** Tuesday, May 7, 2019 11:58 AM  
**To:** John C. Hooper <[hooparb@aol.com](mailto:hooparb@aol.com)>  
**Cc:** SOTF, (BOS) <[sotf@sfgov.org](mailto:sotf@sfgov.org)>; Heckel, Hank (MYR) <[Hank.Heckel@sfgov.org](mailto:Hank.Heckel@sfgov.org)>  
**Subject:** RE: Request for complete information re GBDs based on February 11, 2019 PRA request

Good Afternoon Mr. Hooper,

We have given you all of the documents that are responsive to your request, and do not have any more documents.

I am therefore, closing this request.

Best,  
Marianne

**Marianne Mazucco Thompson**

Office of Economic and Workforce Development  
City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)



**From:** John C. Hooper [<mailto:hooparb@aol.com>]  
**Sent:** Tuesday, May 07, 2019 9:38 AM

P634

To: Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>

Subject: Request for complete information re GBDs based on February 11, 2019 PRA request

Dear Ms. Thompson:

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Sincerely,

John Hooper

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From: Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>

To: John C. Hooper <[hooparb@aol.com](mailto:hooparb@aol.com)>

Sent: Tue, Mar 5, 2019 4:41 pm

Subject: RE: Status of Feb 11, 2019 PRA request to OEWD re GBDs?

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M.

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Office of Economic and Workforce Development

City Hall, Room 448

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San Francisco, CA 94102

P: 415-554-6297

E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)



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**To:** Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>

**Cc:** Corgas, Christopher (ECN) <[christopher.corgas@sfgov.org](mailto:christopher.corgas@sfgov.org)>

**Subject:** Status of Feb 11, 2019 PRA request to OEWD re GBDs?

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P635



Thank you, John Hooper

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From: Thompson, Marianne (ECN) <[marianne.thompson@sfgov.org](mailto:marianne.thompson@sfgov.org)>  
To: John C. Hooper <[hooparb@aol.com](mailto:hooparb@aol.com)>  
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San Francisco, CA 94102


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E: [Marianne.Thompson@sfgov.org](mailto:Marianne.Thompson@sfgov.org)



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**Subject:** Re-sending PRA request

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San Francisco, CA 94102-4603

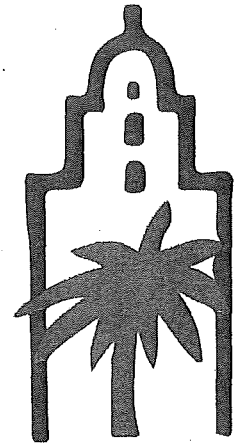
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In the meantime, here is another copy of the PRA request attached here.

Please let me know you got this email and the attachment.



# Mission Dolores Green Benefit District



MISSION  
DOLORES GBD

DEAR NEIGHBOR,

As a property owner in the Mission Dolores neighborhood, you are essential to the well-being of our community. You have the opportunity to participate in a bold, new, community-led approach to preserve and enhance our neighborhood – the Mission Dolores Green Benefit District (MDGBD). **We need your support (by returning this petition) to move one step closer to making it happen.**

We are a group of Mission Dolores residents and local business owners who love our community and are motivated to make a difference. Our goal is to foster a cleaner, safer, and more welcoming neighborhood for all while preserving its unique character. You are invited to join our efforts.

**The purpose of our proposed MDGBD is to significantly improve our neighborhood's quality of life and community engagement.** This includes providing services that enhance the cleanliness of our sidewalks, safety in our streets, and frequency of community activities in addition to improving our green spaces. Our efforts to form the MDGBD are intended to generate local solutions and action at a neighborhood-scale, as well as more effectively hold the City accountable to provide the support our community needs. All MDGBD services would enhance, not replace, those already provided by the City.

**The goals of the MDGBD are community driven and neighborhood focused.** We aspire to improve the quality of life and engage all those who live, work, or visit the Mission Dolores neighborhood. The immediate and long-range goals of the MDGBD are to:

- Enhance the cleanliness & safety of the residential areas and commercial corridors
- Collaborate with existing neighborhood organizations and initiatives
- Increase community representation in decision-making
- Invest in parks and open spaces, beyond Dolores Park, including but not limited to Mission Pool and Playground, the Dolores and Guerrero medians, the Dolores Heights stairways, shared schoolyards, and the J-Church Muni right-of-way, to reflect neighborhood needs and priorities
- Install and maintaining new and existing trees, planters and sidewalk gardens

- 
- Improve lighting, crosswalks and amenities to increase safety and connectivity to the parks and along transit corridors
  - Support existing local businesses to sustain and grow vibrant commercial corridors
  - Support the formation and activities of local safety groups
  - Connect those in need to services that exist
  - Showcase the local initiatives in the arts, business, and community groups
  - Create a more cohesive and engaged community

**Enclosed is a Summary of the Management Plan explaining how the GBD operates.** This Plan was collaboratively developed by a Formation Committee representing Mission Dolores residents, local merchants, and neighborhood stakeholders. After over a year of extensive engagement – including over 30 meetings with community stakeholders, neighborhood organizations, and residents – the City has approved the required documents to initiate the MDGBD formation process.

**We need your support to make the MDGBD a reality.** We strongly believe in the value the MDGBD will bring to our neighborhood, and hope you will recognize its value as well. It will deliver not only much needed services and improvements to the greater Mission Dolores area, but also the long-term funding and unified political voice to act on our community's priorities and values.

Before the MDGBD goes to a ballot vote, we must receive enough support from property owners like you via this petition. Please review the enclosed materials and your property-specific petition – then **mail in your signed petition** in the enclosed self-addressed, stamped envelope no later than **Friday, May 3, 2019**. **If you are unable to mail your petition you may scan and email your petition to [doloresgbd@gmail.com](mailto:doloresgbd@gmail.com).** If petitions in support of the GBD are returned by property owners representing 30% of proposed annual assessments, the San Francisco Board of Supervisors can then initiate a district-specific ballot election to decide whether the GBD is formed.

The full MDGBD Management Plan can be found at [www.doloresgbd.org](http://www.doloresgbd.org). For more information regarding the MDGBD, or if you are unable to access the Management Plan online, please contact us.

Thank you for returning this petition and please join us if you share our love for this community, and are motivated to make a difference.

Sincerely,

Bruce Bowen, Carolyn Thomas, Claude Imbault, Conan McHugh, Hans Kolbe, Jim Chappell, Ned Moran, Sam Mogannam, & Tom Shaub

**The Mission Dolores GBD Formation Committee**

---

## EXECUTIVE SUMMARY

If you live, work, run a business or own property in San Francisco's Mission Dolores neighborhood, you stand to benefit from the Mission Dolores Green Benefit District (GBD). The GBD does not replace City services in the areas of safety, cleaning and maintenance; instead, it supplements them, and in some cases, makes City services more responsive to the neighborhood's unique needs.

Importantly, the MDGBD will help organize and advance the community's shared interests and priorities. The MDGBD is a neighborhood-scale platform honoring the rich ethnic and cultural diversity of the community, while supporting improvements and stewardship of shared public resources. The MDGBD creates a responsive local entity (a 501(c)(3) non-profit) that advocates for beautification initiatives, supports cohesion among established groups, respects the rich diversity in the neighborhood, and empowers initiatives to increase the quality of community life.

## MISSION DOLORES GBD OVERVIEW CHART

### District Boundaries

The properties located within the MDGBD represent residential, commercial, public, non-profit, and academic uses. The boundaries encompass roughly 90 whole and partial blocks and one enhanced service zone in the Mission Dolores neighborhood. In general, the District is bounded by Valencia Street to the east, Duboce Street and Market Street to the north, Market Street, Sanchez Street, Prosper Street, Hartford Street, and Castro Street to the west, and 22<sup>nd</sup> Street, 21<sup>st</sup> Street, and Hill Street to the south. The District abuts an existing Community Benefit District: the Castro/Upper Market Community Benefit District.

### MDGBD Goals

The goals of the Mission Dolores GBD are to:

- **Promote cleanliness and public safety in all neighborhood public spaces and business/residential corridors** - First and foremost, address issues with dirty sidewalks, litter, graffiti and antisocial street behaviors.
- **Advocate for District Priorities** - Provide an organized, representative, accountable "united front" way for property owners, businesses and residents to advocate for delivery of enhanced City services and accountability within the neighborhood.
- **Increase Community Engagement** - Create a platform that neighbors can use to promote outreach and interactions with our community within the greater Mission Dolores neighborhood and the City.
- **Invest in Neighborhood Beautification** - Improve Mission Dolores streetscapes and open spaces while preserving its unique character through initiatives such as sidewalk greening, public art, historical markers and more.

### MDGBD Services & Budget Allocation

- **Cleaning, Safety & Beautification:** Includes enhanced sidewalk landscaping and greenery, pedestrian safety improvements, additional lighting, additional common spaces, public art, sidewalk steam cleaning, power washing, sidewalk and curb sweeping, graffiti abatement, outreach services, and crime prevention services. (86.04%)
- **Advocacy & Engagement:** Includes communications and relationship building with District stakeholders and City agencies, advocacy, and neighborhood engagement. (7.66%)

- **Accountability & Transparency:** Includes handling of day-to-day operations, grant writing, financials, and all administrative tasks. (6.31%)

MDGBD Annual Budget

\$1,100,000 (Year 1 Total), \$1,062,250 of which comes from assessments.

Governance

The GBD is managed by a 501(c)3 Owners’ Non-Profit Association that is designated by the City to receive and manage assessment revenue on behalf of the District. The Board of Directors is comprised of a representative mix of District property owners, residential tenants, and non-residential owners or tenants.

Method of Collecting Assessment

Each property owner is assessed based on the proportional share of benefits received from the services, activities, and improvements provided by the Mission Dolores GBD. The GBD assessment is collected semi-annually on property tax bills administered by the City & County of San Francisco’s Treasurer and Tax Collector. The money however does not belong to the City, it belongs to the property owners in the District. The Treasurer and Tax Collector immediately transfers the assessment payments to the designated Owners’ Non-Profit Association for the District.

Annual Assessments

Annual assessments are determined by parcel characteristics and location within the proposed District. Assessments are calculated using lot square footage and building square footage. For a detailed explanation of the assessment rate methodology, see Appendix A: Assessment Engineer’s Report, available at [www.doloresgbd.org](http://www.doloresgbd.org).

The following equation can be used to calculate a parcel’s annual assessment:

$$\begin{aligned}
 & \text{(Parcel Lot Square Footage X Lot Rate)} \\
 & \quad + \\
 & \text{(Building Square Footage X Building Rate)} \\
 & \quad + \\
 & \text{Annual Parcel Assessment}
 \end{aligned}$$

Land Use	Lot SF Rate	Building SF Rate
<i>Enhanced Service Zone:</i>		
Commercial/Govt/Res	\$0.0815	\$0.0815
<i>Standard Service Zone:</i>		
Commercial/Govt/Res	\$0.0429	\$0.0429
Non-Profit/Educational	\$0.0214	\$0.0214

Potential Annual Increase in Assessments

Annual assessment rates for years 2-10 can only increase by a maximum of the percentage increase in the Bay Area consumer price index (CPI), or 3%, whichever figure is less. Decisions on any increase must be made by the elected Board of Directors of the District.

---

### City Services

The City & County of San Francisco will continue to provide baseline services throughout the term of the District. Per state and local law, the services and improvements provided by the MDGBD can only supplement those currently provided by the City & County of San Francisco. This Management Plan contains a list of services currently provided by the City (please refer to Appendix C: Base Level of City Services that cannot be decreased due to the formation of the District).

### Process for District Formation

A GBD requires property owner approval through a two-step voting process in which the votes are weighted according to the proportional financial obligation of each affected property. The voting process is as follows:

- A Petition, signed by property owners who will pay 30% or more of the total assessment.
- Mailing of ballots to all property owners. If property owners who will pay more than 50% vote in support of the GBD, the Board of Supervisors issues a resolution to establish the GBD.

### Term

The proposed term of the MDGBD is 10 years, FY 2019/20 to FY 2029/30.

### Legal Authority

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.

### Disestablishment

Each year the GBD is in operation, there is a 30-day period during which District property owners may request disestablishment of the GBD. This 30-day period begins each year on the anniversary of the date the GBD was established. 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 San Francisco Board of Supervisors shall convene a hearing on whether to disestablish the District. A majority of the Board of Supervisors may initiate disestablishment at any time based on misappropriation of funds, malfeasance, or violation of law in connection with management of the District. A supermajority of the Board of Supervisors may initiate disestablishment proceedings for any reason, except where there are outstanding, financing, leases, or similar obligations of the City payable from or secured by assessments levied within the GBD.

PETITION TO THE SAN FRANCISCO BOARD OF SUPERVISORS  
TO ESTABLISH THE  
MISSION DOLORES GREEN BENEFIT DISTRICT

1. We are the owner(s) of property, or are authorized to represent the owners(s), within the proposed special assessment district to be named the "MISSION DOLORES GREEN BENEFIT DISTRICT" (hereafter "Mission Dolores GBD" or "District"), the boundaries of which are shown on the attached map and in the Management Plan for the Mission Dolores GBD\* (hereafter "Plan").
2. We are or represent the persons and/or entities that would be obligated to pay the special assessments for the services, improvements and activities as described in the Plan. If the proposed District is established by the Board of Supervisors following the ballot election and public hearing, assessments would be collected for the first 10 years (July 1, 2019 – June 30, 2030). Expenditure of those collected assessments can continue for up to 6 months after the end of the assessment collection period (December 31, 2030), at which point the District would terminate if not renewed.
3. We petition the Board of Supervisors to initiate special assessment district proceedings in accordance with applicable state and local laws (California Streets and Highways Code Sections 36600 *et seq.* "Property and Business Improvement District Law of 1994" as augmented by the City and County of San Francisco Business and Tax Regulation Code Article 15A "Public Realm Landscaping, Improvement and Maintenance Assessment Districts ('Green Benefit Districts)').
4. We understand that upon receipt of this petition signed by property owners (or authorized representative of property owners) who will pay more than thirty percent (30%) or more of the proposed assessments, the Board of Supervisors may initiate proceedings to form the District. These proceedings will include balloting of property owners under which a majority of weighted property owners who return a ballot may authorize the Board of Supervisors to form the District. *This petition does not represent a final decision.*

Legal Owner:			
APN:	Parcel Address (if known)	Parcel Assessment	Parcel %
		\$	%
		Total \$	Total %

- Yes, I petition the Board of Supervisors to initiate special assessment proceedings.
- No, I do not petition the Board of Supervisors to initiate special assessment proceedings.

\_\_\_\_\_  
 Signature of Owner or Authorized Representative                      Date

\_\_\_\_\_  
 Print Name of Owner or Authorized Representative                      Contact Phone or Email

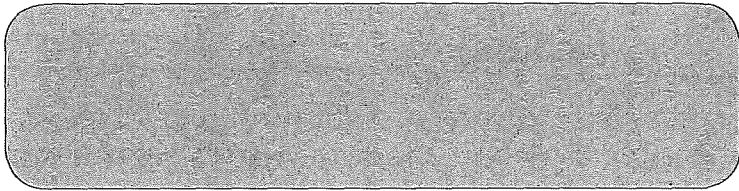
**PLEASE RETURN BY MAY 3, 2019 TO:**  
**San Francisco Parks Alliance, ATTN: Julia Ayeni, 1663 Mission Street, Suite 320, San Francisco, CA 94103**  
 The Mission Dolores Green Benefit District Management Plan & Engineer's Report can be found online at [www.doloresgbd.org](http://www.doloresgbd.org). For more information regarding formation of the Mission Dolores GBD, please contact Julia Ayeni ([juliaayeni@sfparksalliance.org](mailto:juliaayeni@sfparksalliance.org), 415-906-6235).




OUR CITY, OUR PARKS.

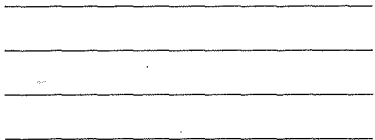
1663 Mission St., Ste. 320  
San Francisco CA 94103-2486

**Great news about parks and open spaces: PETITION ENCLOSED!**



 recycled paper

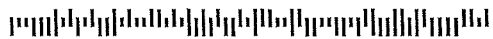




PLACE  
STAMP  
HERE



SAN FRANCISCO PARKS ALLIANCE  
ATTN: Julia Ayeni  
1663 MISSION ST STE 320  
SAN FRANCISCO CA 94103-2486



# STUDY AREA

## TOTAL PARCELS

2,093 parcels

- 95% residential
- 2% commercial
- 3% other

(Parcel data from City & County of San Francisco)  
(Land Use Designation:  
Resident - "RESIDENT" or "MIXRES"  
Commercial - "MIPS", "RETAIL/ENT", "MIXED", "PDR"  
Other - "VACANT", "CIE", "VISITOR", "MED", "OPEN SPACE")

## LAND AREA

275 Acres

## POPULATION

12,380 Residents\*

5,383 Residential Units

(\*City of San Francisco standard  
assessment of 2.3 people per residential unit)  
(Parcel data from City & County of San Francisco)

## OPEN SPACE DENSITY PER RESIDENT

Avg. of 187 sq. ft. of park space per study area resident  
(Size of a single parking space)

(Total Study Area open space / estimated residents)

## NEIGHBORHOOD CHARACTER / ZONING

- Low & Moderate Density Mixed Residential
- Neighborhood Commercial
- Open Spaces
- Parking

## CENSUS DATA (HAIGHT / BUENA VISTA AREA)

Median Age - 34

Male - 50.8 %

Female - 49.2 %

29% Owner occupied housing units

71% Renter occupied housing units

13% of population ages 0-19

(United States Census Bureau 2010 - Fact Finder Zip Code 94117)

# STUDY AREA ZONES

We broke the Study Area into 10 zones to help understand the survey results in greater detail.

These zones were created by using geographical boundaries within the study area including parks and topography as well as arterial roads that designate neighborhoods throughout the Greater Buena Vista area.

The chart shows the number of parcels within each zone. The study area contains a total of 2,093 individual parcels.

<b>ZONE</b>	<b>PARCELS</b>
A	190
B	333
C	188
D	156
E	231
F	450
G	65
H	242
I	118
J	120
<b>Totals</b>	<b>2,093</b>



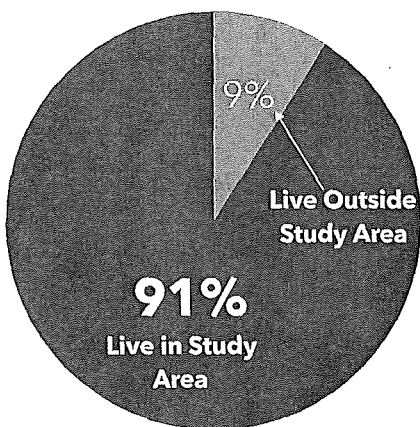
ABOUT

THE

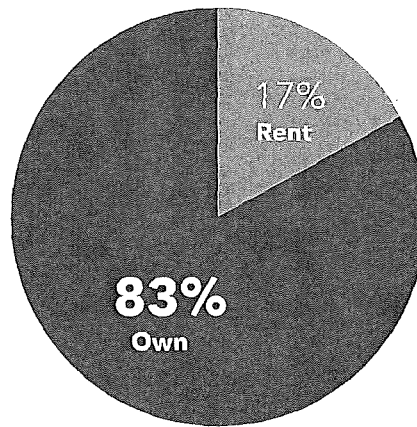
RESPONDENTS

# SURVEY RESPONDENTS

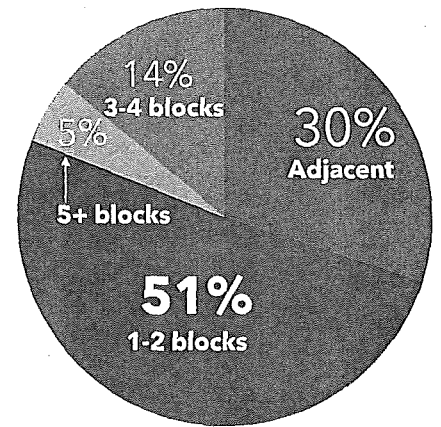
A majority of survey respondents live in the study area. Responses from outside the survey area are excluded from this analysis. Of the 559 respondents from the study area, a majority own their home and live less than 2 blocks from a neighborhood park or open space.



**91% LIVE IN STUDY AREA**



**83% OWN HOME IN STUDY AREA**

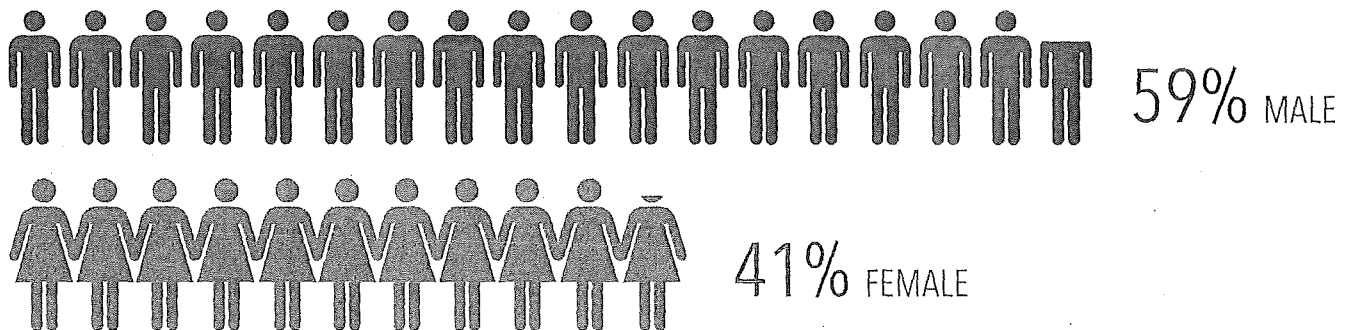


**81% LIVE <2 BLOCKS FROM OPEN SPACE**

# SURVEY RESPONDENTS

While the survey did not require respondents to indicate gender and age, 296 respondents elected to identify their gender and 254 respondents their age. Most respondents were male and over 50 years old.

## GENDER



## AVERAGE AGE



# PARKS & OPEN SPACE USERS

Survey respondents were asked about who in their household uses neighborhood parks and open spaces. Households with 1-2 adults, 0 kids and 0 dogs are the most frequent users.



89%

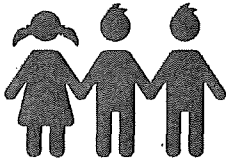
1-2 ADULTS

10%

3-5 ADULTS

1%

6+ ADULTS



78%

0 KIDS

21%

1-3 KIDS

1%

4+ KIDS



60%

0 DOGS

37%

1-2 DOGS

3%

3+ DOGS

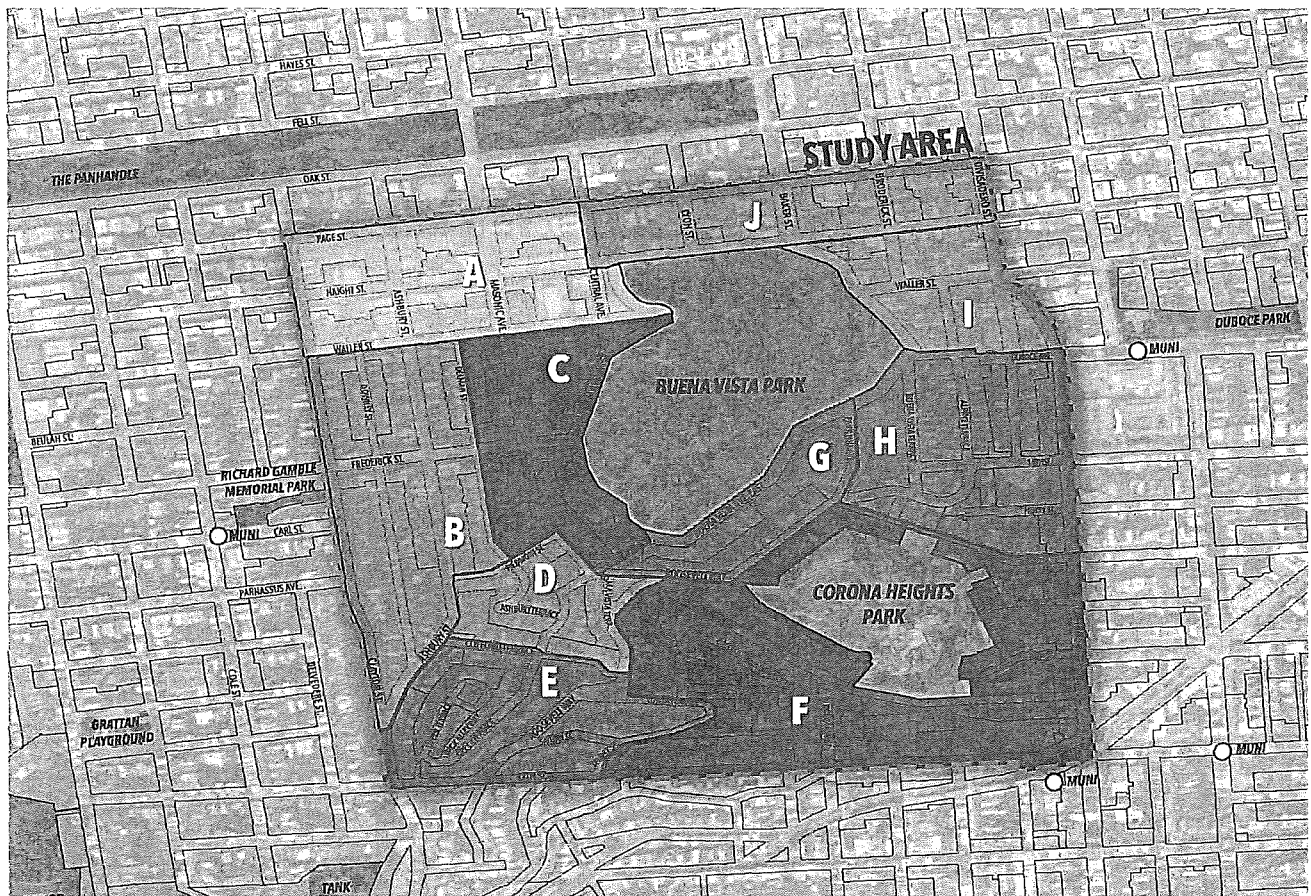


# DISTRIBUTION OF RESPONSES

Of the 559 unique survey respondents in the study area, two-thirds or 399 respondents provided either their exact location or cross streets. When mapped by zone, it is clear that the majority of survey responses come from Zones C, F and H. Using the number of parcels per zone as a proxy for volume, the highest rate of responses appear in Zone G.

ZONE	RESPONSES	% TOTAL SURVEY RESPONSES	PARCELS	RESPONSE
A	12	3%	190	6%
B	30	8%	333	9%
C	58	<b>15%</b>	188	31%
D	32	8%	156	21%
E	39	10%	231	17%
F	64	<b>16%</b>	450	14%
G	46	12%	65	<b>71%</b>
H	55	<b>13%</b>	242	23%
I	32	8%	118	27%
J	31	7%	120	26%
<b>Totals</b>	<b>399</b>	<b>100%</b>	<b>2,093</b>	

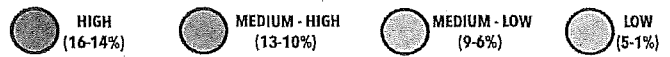
# DISTRIBUTION OF RESPONSES



SURVEY RESPONSES PER ZONE

A	B	C	D	E	F	G	H	I	J
12	30	58	32	39	64	46	55	32	31

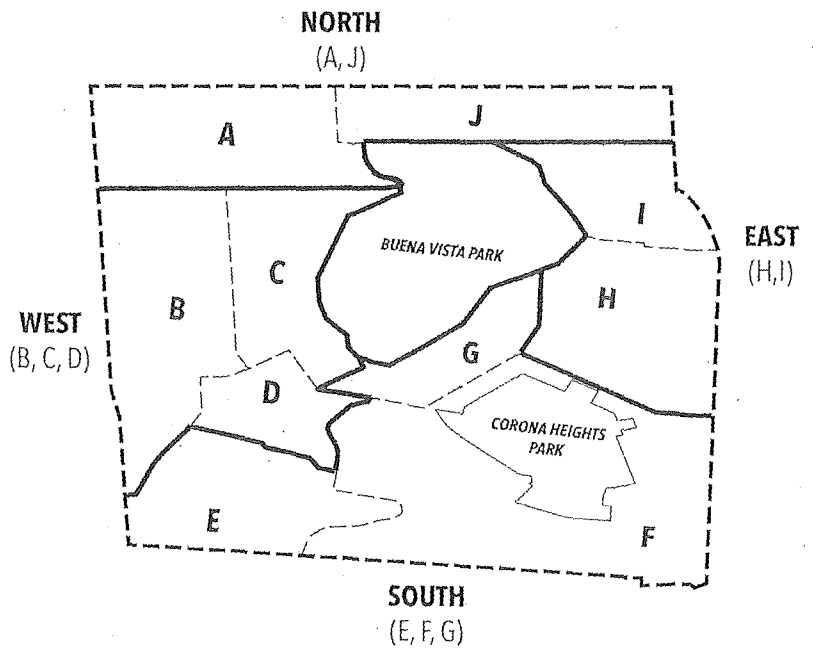
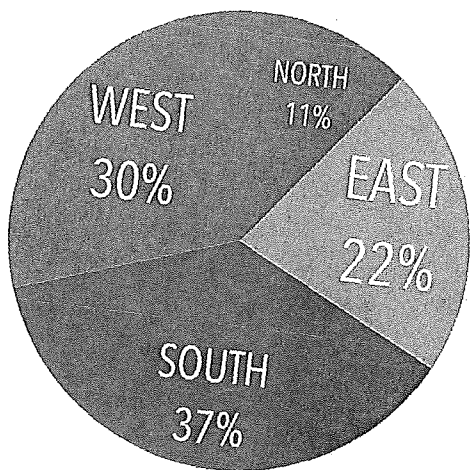
PERCENT OF TOTAL RESPONSES WITHIN DISTRICT



# DISTRIBUTION OF RESPONSES

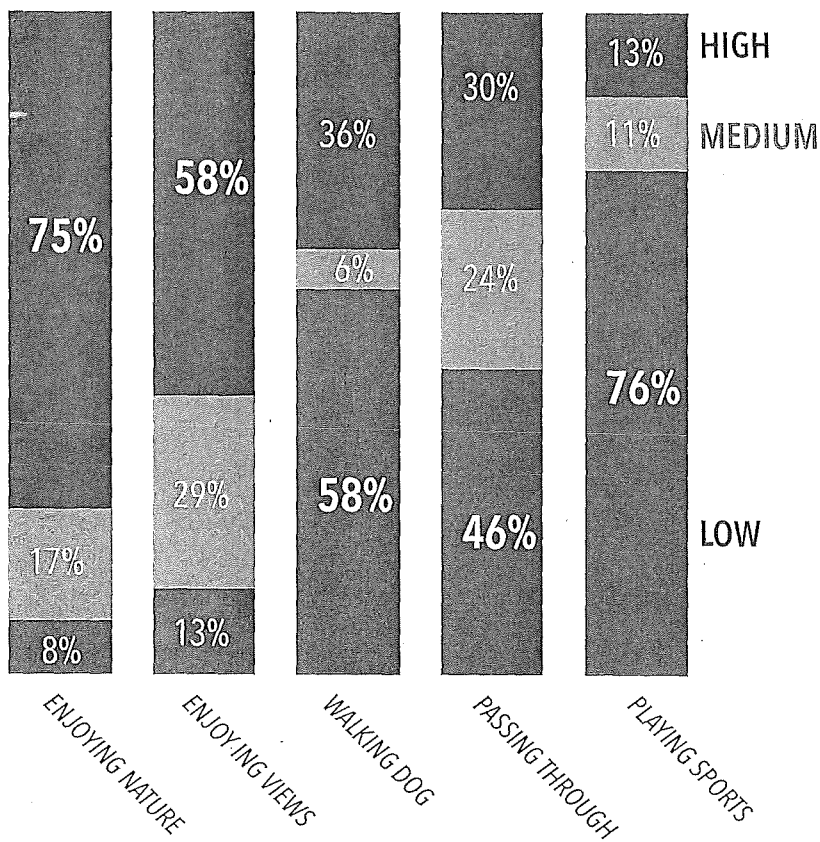
Zone C and F had some of the highest concentrations of respondents who identified their address or cross street.

Geographically, the southern and western neighborhoods surrounding Buena Vista Park were among those who had the highest rate of responses.



# DETAILED ANALYSIS

# REASONS FOR OPEN SPACE USES



Respondents were asked to indicate their top reasons for using parks and open spaces. They were given 5 rank options (Top Reason, Next Reason, 2nd Next Reason, 3rd Next Reason, Last Reason). The chart to the left synthesizes these ranks into 3 priority categories (High, Medium, Low).

A majority of respondents use their neighborhood open spaces for enjoying nature and views.

High = Top Reason & Next Reason

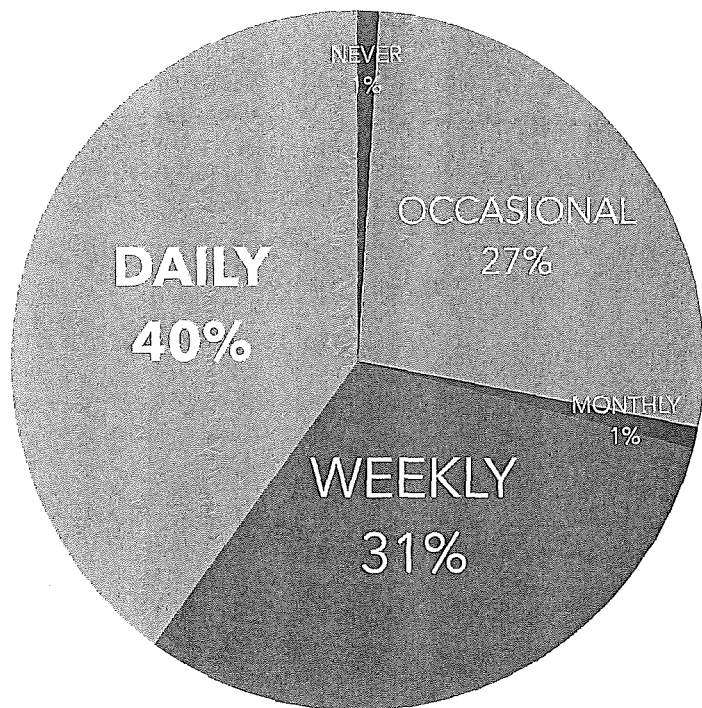
Med = 2nd Next Reason

Low = 3rd Next Reason & Last Reason

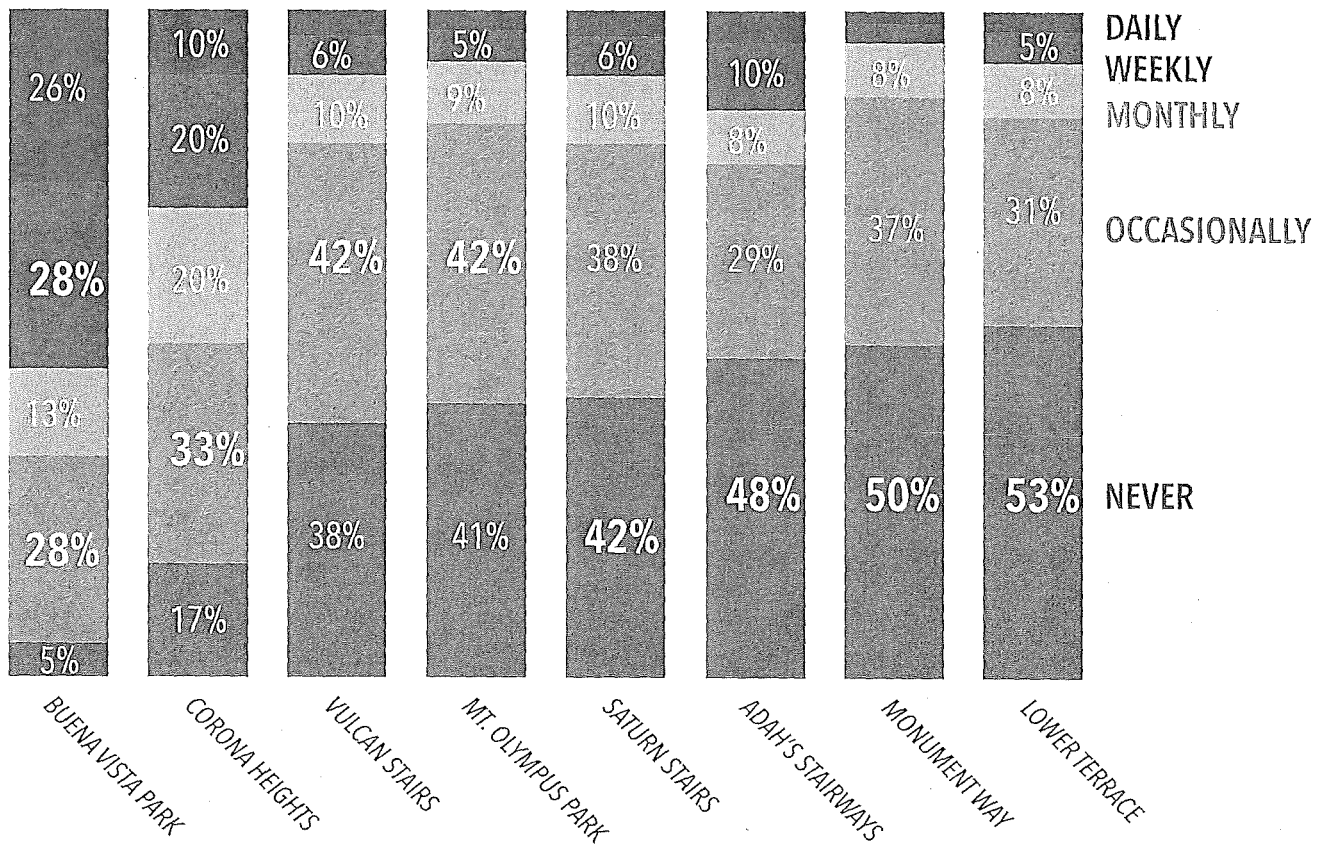
## FREQUENCY OF USE - NEAREST OPEN SPACE

Of survey respondents living in the study area, **a majority use the parks and open spaces nearest to their residence every day** rather than visiting a specific destination.

The chart on the following page shows frequency of use by specific parks and open spaces.



# FREQUENCY OF USE - SPECIFIC OPEN SPACE



# PRIORITIES: INFRASTRUCTURE

The chart below indicates percent of respondents that felt the following infrastructure improvements should be a high, medium or low priority. Respondents were given 5 rank options (High: Top Reason, Next Reason, Medium: 2nd Next Reason, Low: 3rd Next Reason, Last Reason).

INFRASTRUCTURE	HIGH	MEDIUM	LOW
Pathways	<b>67%</b>	16%	17%
Landscaping & Trees	<b>69%</b>	15%	16%
Recreation Equipment	24%	26%	<b>50%</b>
Signage	12%	15%	<b>73%</b>
Perimeter Lights	36%	20%	<b>44%</b>

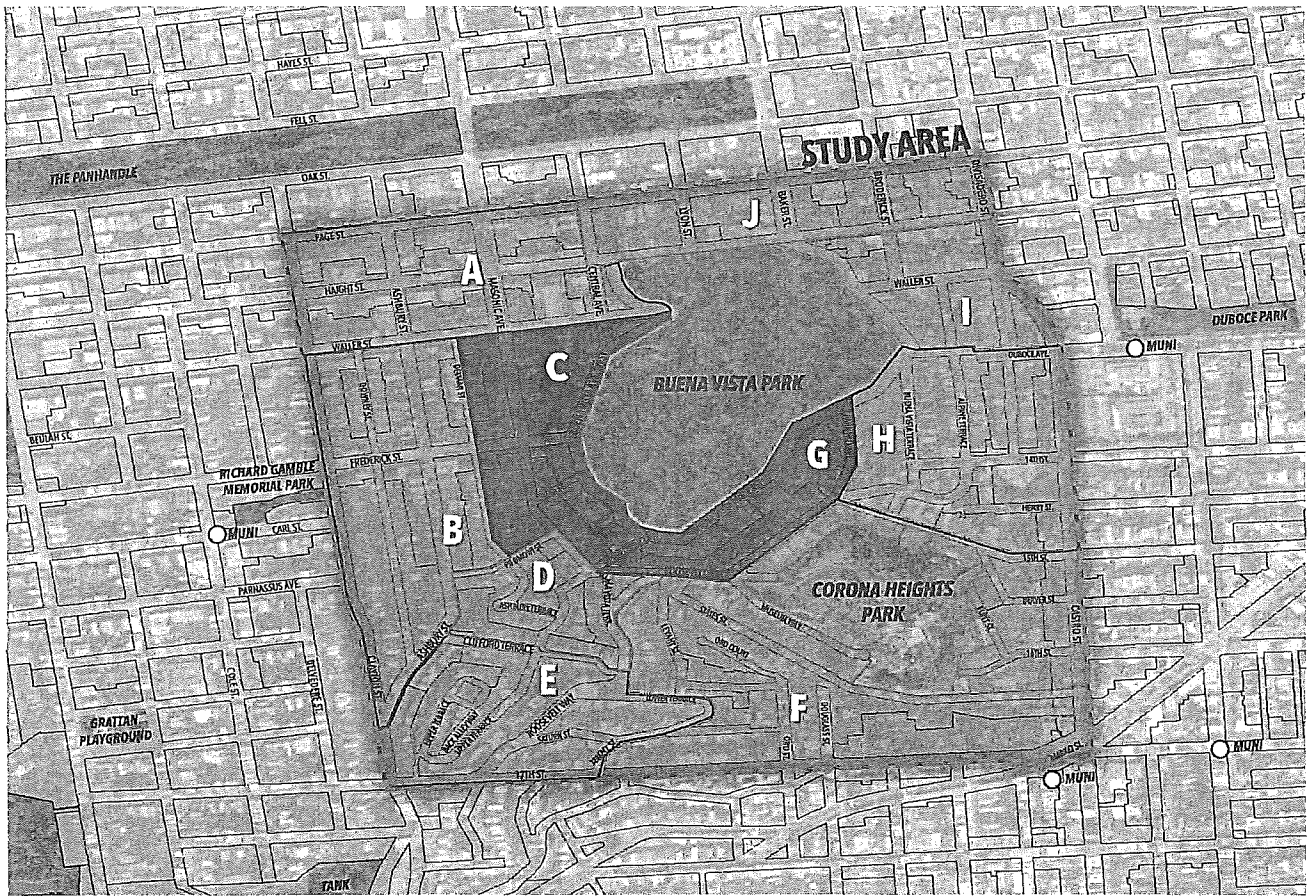


# PRIORITIES: SERVICES

The chart below indicates percent of respondents that felt the following services should be a high, medium or low priority. Respondents were given 5 rank options (High: Top Reason, Next Reason, Medium: 2nd Next Reason, Low: 3rd Next Reason, Last Reason).

SERVICE	HIGH	MEDIUM	LOW
Enhanced Maintenance	<b>77%</b>	13%	10%
Security	<b>71%</b>	17%	12%
Garbage Services	42%	40%	18%
Programming	12%	14%	<b>74%</b>
Other	9%	18%	<b>73%</b>

# WILLINGNESS TO SUPPORT



MONETARY ASSESSMENT LEVELS WITH PERCENTAGE RESULTS OF THOSE WILLING TO PAY

\$150 - 250	\$250 - 375	\$375 - 500	\$500 +
70%	13%	11%	6%

WILLINGNESS OF ZONES TO PAY ASSESSMENT

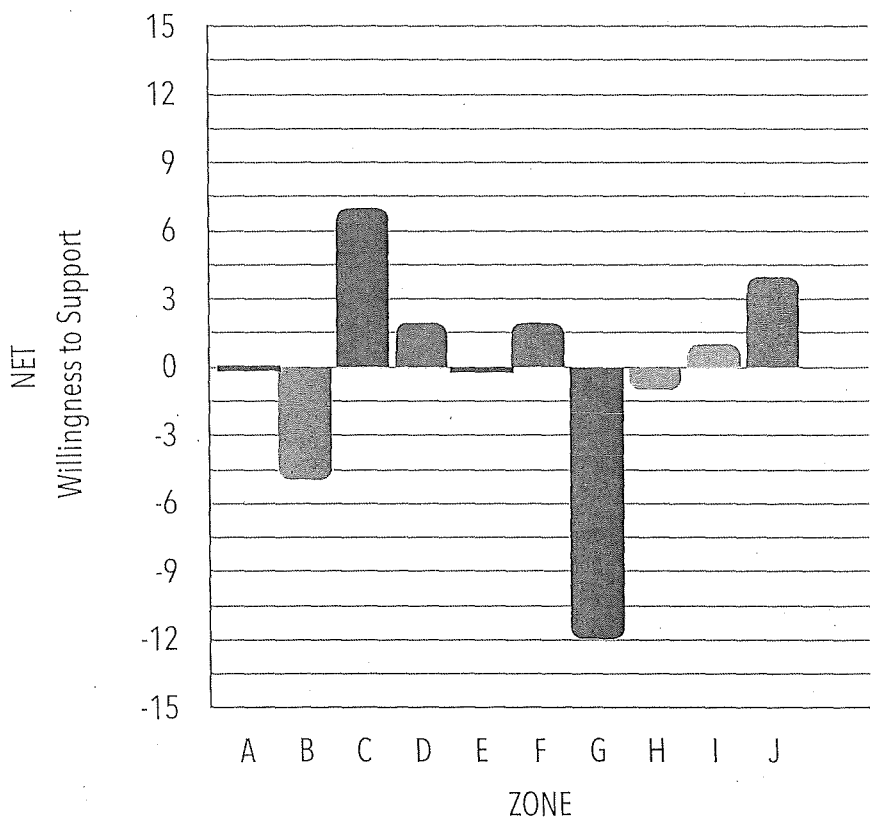


# WILLINGNESS TO SUPPORT

Of the 258 survey respondents who gave their exact address, Zone C had the most positive responses in favor of GBD formation while neighboring Zone G had the highest responses against.

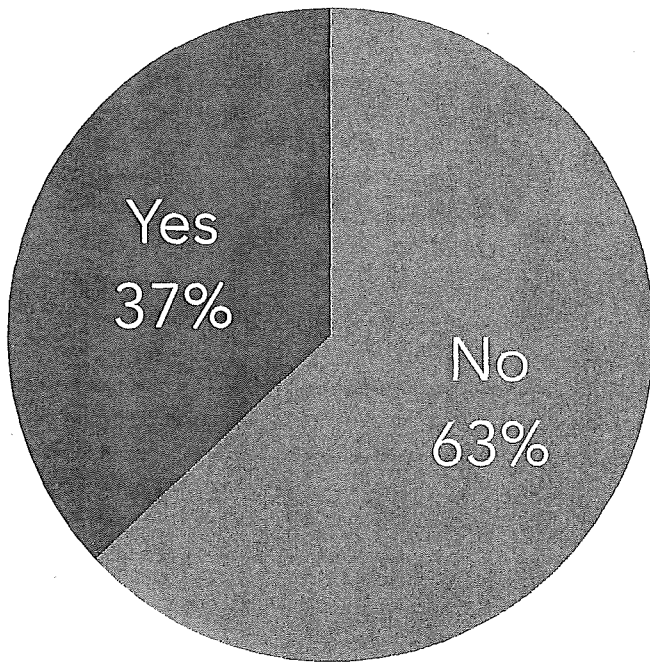
The bar graph shows the total value of a zone's willingness to pay an assessment. The value is taken as the difference between the number of "no" and a "yes" respondents within an zone.

— Neutral



# SUPPORT FOR GBD

A majority of survey respondents indicated that they would not be willing to pay an assessment for additional services and improvements. Many of them felt that the City should increase its budget to provide these additional services and improvements.



## If YES, willingness to pay:

70%	\$150 - \$250
13%	\$250 - \$375
11%	\$375 - \$500
6%	\$500+

## If NO, reasons why:

42%	City should increase budget
18%	Limited household income
10%	Parks are not a priority

# NEXT STEPS

## NEXT STEPS

- 1) **Survey Report-Back and Next Steps Meeting:** January 2019
- 2) All interested in helping develop a fundraising strategy for Buena Vista Park sign up at the link below.
- 3) BVNA leaders and GBD leaders should meet to:
  - a) Create a fundraising committee
  - b) Discuss and develop a timeline to strengthen BVNA
- 4) Announce formation of Fundraising Committee and regular meeting dates in early 2019
- 5) Hold first Fundraising committee meeting in Spring 2019

For full survey, please see Appendix A on Greater Buena Vista GBD website:  
<http://www.gbvgbd.org/survey/>

## Appendix B--Definition of Grant Plan

The term "Grant Plan" shall be defined as follows:

### I. PROJECT DEFINITIONS

**APN** – Assessor's Parcel Number

**GBD** – Green Benefit District

**City** – City and County of San Francisco

**City's Team** –

Christopher Corgas, Senior Program Manager, OEWD

Jonathan Goldberg, Program Manager, Public Works

Helen Mar, Project Specialist, OEWD

**District Supervisor** – Supervisor on the City and County of San Francisco Board of Supervisors, representing District 8

**FPS** – GBD Feasibility Phase Survey

**Grantee** – San Francisco Parks Alliance

**Grantee's Team** –

Brooke Ray Rivera, San Francisco Parks Alliance

Julia Ayeni, San Francisco Parks Alliance

Madeline Porter, San Francisco Parks Alliance

Drew Becher, CEO, San Francisco Parks Alliance

**Inner Sunset GBD** – a proposed GBD in San Francisco Supervisorial District 5

**MOU** – Memorandum of Understanding

**OEWD** – Office of Economic and Workforce Development, a department of the City.

**Project Area A** – Neighborhood surrounding Buena Vista Park

**Project Area B** – Neighborhood surrounding Dolores Park.

**PW** – Department of Public Works, a department of the City.

**Steering Committee** – A committee that will work with Grantee to determine the feasibility of GBD formation or expansion

### II. DESCRIPTION OF SERVICES

A Green Benefit District is a public/private partnership in which property owners choose to make a collective contribution to the maintenance, development and promotion of their neighborhoods and public realm assets through a special assessment of their properties.

GBDs represent a long-term financial commitment; therefore the formations or expansions of GBDs require the support of property owners in the district. GBDs are formed or expanded when there is widespread support among property owners who are fully informed about the proposed district.

The intent of this Agreement is to determine the level of support for the formation of a two new GBDs, one in the area surrounding Buena Vista Park and one in the area surrounding Dolores Park. This determination of support is referred to as the GBD Feasibility Phase.

### **III. TASKS AND DELIVERABLES FOR PROJECT**

#### **Task 1. Project Area A Survey Report**

- Grantee shall prepare a final survey report for Project Area A and send to City's Team.
- Final survey report shall contain:
  - Number of survey respondents
  - Survey respondents broken down between property owners, businesses, renters, and other (as needed) stakeholder organizations or groups
  - Break down of responses to each question by all respondents and subcategorized by how property owners, businesses, renters, and others (as needed stakeholder organizations or groups) respond
  - Appropriate charts, graphs, and tables to facilitate data understanding
  - A conclusion on whether or not the GBD project should continue in Project Area A

#### **Task 1 Deliverables**

- A. Greater Buena Vista GBD Survey Report

#### **Task 2. Project Area B Survey Report**

- Grantee shall prepare a final survey report for Project Area B and send to City's Team.
- Final survey report shall contain:
  - Number of survey respondents
  - Survey respondents broken down between property owners, businesses, renters, and other (as needed) stakeholder organizations or groups
  - Break down of responses to each question by all respondents and subcategorized by how property owners, businesses, renters, and others (as needed stakeholder organizations or groups) respond
  - Appropriate charts, graphs, and tables to facilitate data understanding
  - A conclusion on whether or not the GBD project should continue in Project Area B

#### **Task 2 Deliverables**

- B. Dolores Park GBD Survey Report

#### **Task 3. Final Management Plan**

- Grantee shall submit a final Management District Plan (management plan) for Project Area B to City's Team
- Management District Plan shall meet all requirements under pertinent state and local statutes



- Management District Plan shall be approved by the Project Area B steering committee
- Management District Plan shall be approved by the Green Benefit District Program Manager and City Attorney

#### **Task 3 Deliverables**

C. Final Management District Plan

#### **Task 4. Final Engineer's Report**

- Grantee shall submit a final engineer's report for Project Area B to City's Team
- Engineer's Report shall meet all requirements under pertinent state and local statutes
- Engineer's Report shall have been approved by the Project Area B steering committee
- Engineer's Report shall be approved by Green Benefit District Program Manager and City Attorney

#### **Task 4 Deliverables**

D. Final Engineer's Report for Project Area B

#### **Task 5. Petition Mailing**

- Grantee shall mail petitions and all related documents, via United States Postal Service, to initiate a special assessment election

#### **Task 5 Deliverables**

E. Proof of petition mailing package (receipt from United States Postal Service)

#### **Task 6. Assessment Database**

- Grantee shall provide Green Benefit District Program Manager a final assessment database indicating the following for each property:
  - APN
  - SITUS
  - Property Owner Name
  - Mailing Address
  - Mailing City
  - Mailing State
  - Mailing Zip Code
  - Necessary parcel characteristic information to determine individual assessment
  - Assessment for each parcel
  - Percentage of total assessment budget that each individual parcel is

#### **Task 6 Deliverables**

F. Final Assessment Database for Project Area B

### Task 7. Ballot Materials

- Grantee shall provide all necessary ballot materials to the Green Benefit District Program Manager and City's Team, which shall include
  - Mailing database
  - Ballot cover letter from Project Area B steering committee
  - USBs or CDs containing the Management District Plan, Management District Plan Summary, Engineer's Report, and cover letter for Project Area B in PDF format
    - Grantee shall provide City's Team with USBs or CDs 50% in excess of the amount of parcels in the district
      - For example, if the GBD has 1,000 unique parcels grantee shall provide 1,500 USBs or CDs containing the aforementioned information to City's Team

### Task 7 Deliverables

- G. All three ballot materials submitted to City's Team
  - a. For the USBs or CDs a letter of receipt from City's Team will suffice

### Task 8. Closure

- Grantee shall be responsible for close out procedures in the Inner Sunset GBD area
- Grantee shall be responsible for close out procedures in Project Area A and B, if respective steering committee determines it is not feasible to move forward with the project either after surveying or completion of a final Management Plan and Engineer's Report
- Close out responsibilities shall include:
  - Email communications to GBD supporters and stakeholders indicating the status of the project and why it will no longer be actively pursued
  - An online survey to gauge whether or not the community at large would be interested in pursuing another GBD in the future
    - Survey may include additional questions that steering committee deems necessary
  - Updating the GBD website to inform the community of the status change
  - A direct mailing to property owners indicating the change in status of the potential GBD
  - Advising the steering committee and its leadership team on any next steps

### Task 8 Deliverables

- H. Letter to Inner Sunset GBD property owners and stakeholders
- I. Letter to Project Area A property owners and stakeholders
- J. Letter to Project Area B property owners and stakeholders

November 27, 2018

Dear Inner Sunset Property Owners,

**Who We Are:** A large group of Inner Sunset residents who have been volunteering for neighborhood improvements since the 1980s. We've worked to underground overhead wires, created the Inner Sunset Farmers' Market, advocated for improvements to the edge of Golden Gate Park along Lincoln Way, and pushed for a better gateway to our neighborhood and the park at 9th Avenue and Lincoln Way.

**What We're About:** The Inner Sunset is a great place to live, work and play. Many of us have made a huge investment in our homes and the neighborhood - by supporting local businesses, beautifying our sidewalks, raising our children here, participating in cleanup and improvement projects and looking after our neighbors. We are committed to making this neighborhood cleaner, safer and more liveable.

**Why We're Reaching Out:** We spent the last year engaging over 200 neighbors to develop project ideas, foster accountability for city services, and explore a potential platform for neighborhood advocacy and funding via a Green Benefit District (GBD).

For a number of reasons, we have decided to end the Inner Sunset GBD formation effort. But we are not giving up on the idea that most people in this neighborhood share our desire to have a stronger voice at City Hall and retain our unique Inner Sunset character in the tide of citywide change. Many well-organized neighborhoods in San Francisco are seeing improvements in their commercial areas, newly renovated parks and more attention to the needs of homeless. **We want the Inner Sunset to be one of those neighborhoods.**

**Call to Action:** The Inner Sunset **needs neighbors like you** to look at some of the ideas that have surfaced over the years and think about which ones mean a lot to you and how you see yourself getting involved in making the idea a reality. Our neighborhood needs new perspectives and volunteers make things happen! We hope you'll join us.

Please take a few minutes to take a short survey at [www.inner-sunset.org/survey](http://www.inner-sunset.org/survey). The survey responses will tell us where there is active support for these projects. We plan to convene a community forum early next year for continued discussion. Our hope is to get some of these projects rolling so that the Inner Sunset can tap into upcoming opportunities around the upcoming 150th Golden Gate Park Anniversary in 2020.

Thank you for caring about the Inner Sunset and for sharing your ideas about how to make it a better place.

Craig Dawson (Board Member, Inner Sunset Park Neighbors and Inner Sunset Merchants Association)

Andrea Jadwin (Past President, Inner Sunset Park Neighbors)

Ike Kwon (COO, California Academy of Sciences)

Al. Minvielle (Past President, Inner Sunset Park Neighbors)

Naomi Porat (Inner Sunset Resident)



1032 Irving Street, #51638 San Francisco, CA 94122

## Leger, Cheryl (BOS)

---

**From:** Thompson, Marianne (ECN)  
**Sent:** Friday, June 14, 2019 3:51 PM  
**To:** JOHN HOOPER  
**Cc:** Goldberg, Jonathan (DPW); Heckel, Hank (MYR); SOTF, (BOS)  
**Subject:** RE: Thank you for helping with SOTF!  
**Attachments:** Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing Package - sample.pdf; Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing Package.pdf; Deliverable 1 - Buena Vista Survey Report.pdf; Deliverable 2 - Feasibility Survey Report (DP).pdf; Deliverable 3 - Mission Dolores GBD Final Management Plan.pdf; Deliverable 4 - Mission Dolores GBD Final Engineer's Report.pdf; Deliverable 8 - Inner Sunset GBD - Letter to Property Owners (IS).pdf; Deliverable 8 - Inner Sunset GBD - Letter to Property Owners (IS).pdf; G-100 SFPA GBDs OEWD contract\_scope of work.pdf

Good afternoon Hooper,

I hope that your emergency concludes safely.

I am attaching the final agreement with OEWD and SF Parks Alliance along with all of the deliverables, which would be the work product that would have been given to OEWD. I think that by sending this in a separate e-mail and not contained within my previous 25 responses, may create clarity around their work.

I believe that this should answer your question regarding the documents that would be available from the Park Alliance.

I have made myself available to Mr. Sullivan for a face-to-face meeting, and would likewise offer the same to you.

Have a good weekend,  
M.

Marianne Mazzucco Thompson  
Office of Economic and Workforce Development City Hall, Room 448  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
P: 415-554-6297  
E: Marianne.Thompson@sfgov.org

-----Original Message-----

From: JOHN HOOPER <hooparb@aol.com>  
Sent: Tuesday, June 11, 2019 1:22 PM  
To: Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>  
Cc: Goldberg, Jonathan (DPW) <jonathan.goldberg@sfdpw.org>  
Subject: Thank you for helping with SOTF!

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

Hi Marianne: I appreciate your taking the time to forward to Cheryl at SOTF the documents you had send me on 3/25/19 in response to a 2/11/19 PRA request. I am out of town on an emergency basis and do not have access to the OEWD emails.

I am sorry we got off to a less than optimal start after the recent SOTF hearing at which I attempted to introduce myself.

My intent, with both you and Jonathan Goldberg, was to make it clear that, though we may disagree on a given policy matter, I have nothing but high regard for City employees and the important work you do.

However, I consider it inappropriate for public employees to refuse to speak to a member of the public as both you and Jonathan did with me on the occasion in question.

I look forward to working cordially with you in the future.

Sincerely,

John Hooper

**MISSION DOLORES GREEN BENEFIT DISTRICT  
MANAGEMENT PLAN**

April 2019

Prepared for the Mission Dolores GBD Formation Committee by the San Francisco Parks Alliance  
Assessment Engineering by KLI Finance, Inc.

*Prepared pursuant to the State of California Property and Business Improvement District Law of 1994 as amended and augmented by Article 15A of the San Francisco Business and Tax Regulations Code and Article XIID of the California Constitution to create a property-based business improvement district.*

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Dear Neighbors,

**Do you love our neighborhood but find yourself wanting to improve it?  
Do you want a more predictable, sustainable, transparent & responsive way to make things  
better?**

A group of Mission Dolores neighbors and business owners, answered “yes” to both questions. We started a conversation about the unique neighborhood we live in and cherish; and formed a committee to formally gauge the concerns of our community and explore solutions.

We believe we can make our community more welcoming for all while preserving its unique character by creating a Green Benefit District. A “Green Benefit District” (GBD) provides a predictable, sustainable, transparent, accountable and responsive approach that improves the quality of life in our beautiful, special neighborhood.

The Management Plan presents the results of our work to date. It describes the services and funding for a Mission Dolores GBD (“MDGBD”). The plan was developed following a series of public meetings and an extensive survey of Mission Dolores residents, property owners and local businesses. It includes a proposed budget with estimated costs for implementing and running the MDGBD.

The overriding vision has been to build an organization with direct accountability to its constituents, and addresses the priorities identified by the survey and other inputs – an organization that fosters community, organizes and acts to improve the safety, cleanliness, enjoyability and beauty of the public realm, with a unified voice to advocate for our unique community needs at City Hall.

#### **What can I do to help?**

First, please read through the Management Plan, ask questions and give us your feedback. More detailed information about our efforts and the survey results are on our site [www.doloresgbd.org](http://www.doloresgbd.org). Please contact us for more information or to get involved. Most importantly, if you believe in the approach presented here, then talk about it with your neighbors. This is a community-based initiative and we want more people to be involved and engaged in the process.

The next outreach to the entire community will be a formal Petition to be voted on by all area property owners in March 2019. The Petition will determine if we can proceed to the next step. We need your YES vote to continue. Are you satisfied with the way things are? If not, please take read this plan, ask questions, and help us create a Mission Dolores Green Benefit District.

Sincerely,

Bruce Bowen, Carolyn Thomas, Conan McHugh, Hans Kolbe, Jim Chappell, Ned Moran, Robert Brust, Sam Mogannam, and Tom Shaub

**MDGBD Formation Committee**



## I. Executive Summary

The Mission Dolores Green Benefit District (MDGBD) is an innovative way for neighbors to directly invest in the enhancement of their neighborhood. As a special assessment district authorized by state and local law (California Streets and Highways Code Sec. 36600 *et. seq.*, the “Property and Business Improvement District Law of 1994 as amended,” and Article 15A of the San Francisco Business and Tax Regulations Code), a GBD can fund a wide range of enhanced maintenance and capital improvements for Mission Dolores public spaces. These services and enhancements go above & beyond the City’s existing baseline services and do not serve as a redundant or replacement source of funds.

Importantly, the MDGBD organize and advance the community’s shared interests and priorities. The MDGBD is a neighborhood-scale platform honoring the rich ethic and cultural diversity of the community, while supporting improvements and stewardship of shared public resources. The MDGBD creates a responsive local entity that advocates for beautification initiatives, augments community among established groups, respects the rich diversity in the neighborhood, and empowers initiatives to increase the quality of community life.

In April 2018, a group of stakeholders representing Mission Dolores residents, merchants, and neighborhood stakeholders convened to explore options to identify and support desired improvements in the community. The result was a decision to organize a Formation Committee and move forward with a community-based Green Benefit District. The MDGBD Formation Committee, in partnership with the San Francisco Parks Alliance (a 501(c)3 non-profit), led a robust year-long and participatory community engagement process, culminating in the co-creation of this GBD Management Plan.

**The mission of the MDGBD is to improve the overall quality of life in Mission Dolores while preserving its unique character, through neighborhood improvements, community engagement, and enhanced stewardship of the public realm.**

The MDGBD commits to ensure the programs provided will reflect the diversity of the area, engaging all residents and stakeholders, to foster opportunities to all those who reside here.

The immediate actions and long-range goals of the Mission Dolores GBD are to:

- Enhance the cleanliness of the residential areas and commercial corridors
- Collaborate with existing neighborhood initiatives to create detailed action plans in the respective locations
- Create a more cohesive and engaged community
- Include community representatives in decision-making
- Invest in parks and open spaces, beyond Dolores Park, including but not limited to Mission Pool and Playground, the Dolores and Guerrero medians, the Dolores Heights stairways, and the J-Church Muni right-of-way, to reflect neighborhood needs and priorities
- Install and maintain new and existing trees, planters and sidewalk gardens
- Improve lighting, crosswalks and amenities to increase safety and connectivity to the parks and along transit corridors
- Support existing local businesses to sustain and grow vibrant commercial corridors
- Support the formation and activities of local safety groups
- Organize showcasing of local initiatives in the arts, business, and community groups

Additionally, the MDGBD values and commits to: engage local entities to provide services when required; provide meeting space for local non-profits if space is available; ensure local residents are aware of economic and arts-based opportunities; bridge gaps across groups, and enhance community connections.

As described herein, the MDGBD will fund the following programs above and beyond those currently provided by the City & County of San Francisco: Cleaning, Safety & Beautification; Advocacy & Engagement; and Accountability & Transparency programs. The Management Plan will in effect be the "constitution" of the District.

**DISTRICT OVERVIEW**

<p><b>Location</b></p>	<p>The properties located within the MDGBD represent residential, commercial, public, non-profit, and academic uses. The boundaries encompass roughly 90 whole and partial blocks and one enhanced service zone in the Mission Dolores neighborhood. In general, the District is bounded by Valencia Street to the east, Duboce Street and Market Street to the north, Market Street, Sanchez Street, Prosper Street, Hartford Street, and Castro Street to the west, and 22<sup>nd</sup> Street, 21<sup>st</sup> Street, and Hill Street to the south. The District abuts an existing Community Benefit District: the Castro/Upper Market Community Benefit District.</p>
<p><b>Improvements &amp; Activities</b></p>	<p><b>Cleaning, Safety &amp; Beautification:</b> includes enhanced sidewalk landscaping and greenery, pedestrian safety improvements, additional lighting, additional common spaces, public art, sidewalk steam cleaning/power washing, sidewalk/curb sweeping, graffiti abatement, outreach services, and crime prevention services.</p> <p>The Cleaning, Safety &amp; Beautification Program will apply throughout the Standard Service Zone as well as the Enhanced Service Zone, with the Enhanced Service Zone parcels receiving a higher frequency and concentration of these activities.</p> <p><b>Advocacy &amp; Engagement:</b> includes communications and relationship building with District stakeholders and City agencies, advocacy, and neighborhood engagement.</p> <p><b>Accountability &amp; Transparency:</b> includes handling of day-to-day operations, grant writing, financials, and all administrative tasks.</p>
<p><b>Method of Financing</b></p>	<p>Levy of assessments upon real property that benefits from GBD services, activities, and improvements.</p>

<b>Budget</b>	<p>Total District expenditures for its first year of operations are \$1,110,000.</p> <ul style="list-style-type: none"> <li>86.04% Cleaning, Safety, &amp; Beautification (\$955,000)</li> <li>7.66% Advocacy &amp; Engagement (\$85,000)</li> <li>6.31% Accountability &amp; Transparency (\$70,000)</li> </ul> <p>Proposed District revenues are \$1,110,000.</p> <ul style="list-style-type: none"> <li>95.7% Special Benefit Assessment Revenues (\$1,062,250)</li> <li>4.3% Other Sources (\$47,750)</li> </ul>
<b>Governance</b>	<p>The GBD is managed by a 501(c)3 Owners' Non-Profit Association that is designated by the City to receive and manage assessment revenue on behalf of the District. The Board of Directors is comprised of a representative mix of District property owners, residential tenants, and non-residential owners or tenants.</p>
<b>Method of Collecting Assessment</b>	<p>Each property owner is assessed based on the proportional share of special benefits received from the services, activities, and improvements provided by the Mission Dolores GBD.</p> <p>The budget showing that 95.7% of funds are raised through assessments is based on the Assessment Engineer's quantification of special benefits received from proposed services that are particular and distinct to assessed property owners. The remaining 4.3% will not be collected through assessments because that portion reflects the degree to which the district will provide general benefits. General Benefit is benefit to the <i>public at large</i> resulting from any GBD services, activities, and improvements; by law, it cannot be funded by assessment revenues.</p> <p>The GBD assessment is collected semi-annually on property tax bills administered by the City &amp; County of San Francisco's Treasurer and Tax Collector. The money however does not belong to the City, it belongs to the property owners in the District. The Treasurer and Tax Collector immediately transfers the assessment payments to the designated Owners' Non-Profit Association for the District.</p>

<p><b>Annual Assessments</b></p>	<p>Annual assessments are determined by parcel characteristics and location within the proposed District. Assessments are calculated using lot square footage and building square footage. For a detailed explanation of the assessment methodology, please refer to <i>Appendix A: Assessment Engineer's Report</i>.</p> <p>The following equation can be used to calculate a parcel's annual assessment:</p> $  \begin{aligned}  & (\text{Parcel Lot Square Footage} \times \text{Lot Rate}) \\  & \quad + \\  & (\text{Building Square Footage} \times \text{Building Rate}) \\  & \quad = \\  & \text{Annual Parcel Assessment}  \end{aligned}  $ <p>Estimated annual maximum assessment rates for the Fiscal Year 1:</p> <table border="1" data-bbox="472 829 1263 1039"> <thead> <tr> <th>Land Use</th> <th>Lot SF Rate</th> <th>Building SF Rate</th> </tr> </thead> <tbody> <tr> <td><i>Enhanced Service Zone:</i></td> <td></td> <td></td> </tr> <tr> <td>Commercial/Govt./Residential</td> <td>\$0.0815</td> <td>\$0.0815</td> </tr> <tr> <td><i>Standard Service Zone</i></td> <td></td> <td></td> </tr> <tr> <td>Commercial/Govt./Residential</td> <td>\$0.0429</td> <td>\$0.0429</td> </tr> <tr> <td>Non-Profit/School</td> <td>\$0.0214</td> <td>\$0.0214</td> </tr> </tbody> </table>	Land Use	Lot SF Rate	Building SF Rate	<i>Enhanced Service Zone:</i>			Commercial/Govt./Residential	\$0.0815	\$0.0815	<i>Standard Service Zone</i>			Commercial/Govt./Residential	\$0.0429	\$0.0429	Non-Profit/School	\$0.0214	\$0.0214
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Commercial/Govt./Residential	\$0.0429	\$0.0429																	
Non-Profit/School	\$0.0214	\$0.0214																	
<p><b>Assessment Adjustments</b></p>	<p>Annual assessment rates can only increase by a maximum of the percentage increase in the Bay Area consumer price index (CPI), or 3%, whichever is less. Decisions on any increase must be made by the elected board of directors of the District.</p>																		
<p><b>City Services</b></p>	<p>The City &amp; County of San Francisco will continue to provide baseline services throughout the term of the District. Per state law, the services and improvements detailed in this plan can only <i>supplement</i> those currently provided by the City &amp; County of San Francisco. This Management Plan contains a list of services currently provided by the City (Appendix C) that cannot be decreased due to formation of the District.</p>																		
<p><b>District Formation</b></p>	<p>A GBD requires property owner approval through a two-step voting process in which the votes are weighted according to the proportional financial obligation of each affected property. The voting process is as follows:</p> <ol style="list-style-type: none"> <li>1. Property owners representing at least 30% of assessments proposed to be levied must submit a signed petition to the San Francisco Board of Supervisors.</li> <li>2. Property owners receive notice of the proposed assessment and a Ballot, with instructions on how to return the Ballot to the City.</li> </ol> <p>If returned ballots representing 50% or more of assessments are in support, then the Board of Supervisors may vote to establish the GBD.</p>																		
<p><b>Term</b></p>	<p>10 years (July 1, 2019 to June 30, 2030)</p>																		

<b>Disestablishment</b>	Each year the GBD is in operation, there is a 30-day period during which District property owners may request disestablishment of the GBD. This 30-day period begins each year on the anniversary of the date the GBD was established. 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 San Francisco Board of Supervisors shall convene a hearing on whether to disestablish the District. In addition, a majority of the Board of Supervisors may initiate disestablishment at any time based on misappropriation of funds, malfeasance, or violation of law in connection with management of the District. A supermajority of the Board of Supervisors may initiate disestablishment proceedings for any reason, except where there are outstanding, financing, leases, or similar obligations of the City payable from or secured by assessments levied within the GBD.
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## II. ABOUT

### A. What is a GBD?

A Green Benefit District (GBD) is a form of special assessment district, modeled after the City of San Francisco's Community Benefit District (CBD) program, adapted to residential neighborhoods and designed to improve public realm areas. **A GBD provides enhanced improvements and activities, such as public safety, maintenance and neighborhood enhancements, to supplement the existing baseline services provided by the City government.** A GBD's geographic boundaries are determined by extensive public engagement and participatory design, including a neighborhood needs assessment, a professional neighborhood survey, visioning workshops, multiple outreach events and regular public meetings. The services, activities, and improvements provided by a GBD are funded by an assessment of local property owners. GBDs, like their CBD counterparts, are highly successful funding and advocacy mechanisms that provide enhanced local services, greater responsiveness, and increased transparency for their members. There are currently 15 CBDs and one GBD in operation in San Francisco.

Article 15A in the City & County of San Francisco's Business and Tax Regulations Code created a procedural vehicle for the City to establish GBDs. GBD improvements, services and activities may include, but are not limited to enhancements to, "Ecological, water and energy systems, pedestrian and bicycle amenities, and recreational improvements." As defined by Article 15A, public realm areas are "Outdoor spaces open to the public including parks, parklets, sidewalks, unimproved areas, landscaped areas, plazas, and gardens." This means the services provided by a GBD can be tailored to benefit and address the needs of all open spaces in the community, not just formal parks.

A GBD is managed by a non-profit association governed by an elected Board of Directors comprised of assessed property owners and key community stakeholders within the geographically defined "District." A Management Plan is a legal document that outlines the scope and spending authority of each benefit district, as well as the goals, boundaries, services, assessment methodology, and formation schedule for the proposed District. State law also requires the preparation of an Engineer's Report and an assessment methodology to ensure that no parcel is assessed in excess of its fair share. Any material change to the Management Plan requires a subsequent vote by the assessed property owners. This transparent and grassroots management structure ensures that GBDs are held accountable to the community they serve and that GBD services are provided in an efficient, responsive and cost-effective manner. GBD programs are subject to an annual report to the San Francisco Board of Supervisors, an audit, and other private sector performance standards and controls.

### B. Why Create the Mission Dolores GBD?

- **Promote cleanliness and public safety in all area parks, open spaces and business/residential corridors** - First and foremost, address issues with dirty sidewalks, litter, graffiti and antisocial street behaviors.
- **Advocate for District Priorities** - Provide a structured organization for property owners, businesses and residents to advocate for delivery of enhanced City services and accountability within the neighborhood.
- **Community Engagement** - Create a platform that neighbors can use to promote outreach and interactions with our community within the Mission Dolores neighborhood and the City.
- **Invest In Neighborhood Beautification** - Improve Mission Dolores streetscapes and open spaces while preserving its unique character through initiatives such as sidewalk greening, public art and historical markers.

A GBD is predictable, sustainable, transparent, accountable, inclusive, and responsive.

1. **Predictable** - Assessment provides a known minimum budget that can be counted on each year for addressing the needs of our neighborhood
2. **Sustainable** - Establishes an annual funding source and documents the baseline of services provided by the City, neither of which is subject to the success of outside fund raising or the whims of government
3. **Transparent** - Legal non-profit managed by a board of directors and subject to disclosure laws
4. **Accountable** - Led by local residents, property and business owners; elected and vested in serving the needs of our community
5. **Inclusive** - Supplements and does not limit any additional avenues for addressing the needs of our neighborhood such as lobbying local officials, soliciting private funds, organizing volunteer days, etc. Additionally, focused on collaborating to make the neighborhood safer and more welcoming for all, not excluding individuals, groups, or existing community organizations
6. **Responsive** - Established by local community members motivated to make a difference by providing services (as opposed to the governmental approach of legislation and enforcement)

#### C. How was the MDGBD Management Plan developed?

The MDGBD Management Plan is the culmination of a multi-year effort to seek neighborhood input and identify priorities for targeted community investments.

Beginning April 2018 through March 2019, the GBD Formation Committee evaluated the feasibility of establishing a Mission Dolores GBD, ensuring that a diverse range of opinions and voices were incorporated to the proposed GBD's vision, mission, and project proposals. Over the 11-month engagement period, the Formation Committee conducted extensive community outreach including public meetings, a detailed website including an online feedback forum, neighborhood-wide mailings and door-to-door outreach. In addition, with support from and statistical analysis provided by Boston Research Technologies, a professional survey consultant the Formation Committee surveyed over 4,800 Mission Dolores property owners, businesses, and residents to determine neighborhood interest and potential support to form a GBD, receiving 612 usable responses.

Key survey findings include:

- 37% of property owners strongly favor the formation of a GBD;
- 46% of property owners are interested in the idea of a GBD, but needed more information;
- Respondents who indicated that they 'Need More Information' had similar levels of dissatisfaction of existing conditions as those who Strongly Favored a GBD;
- 66% of residential respondents stated they were willing to pay an assessment in order to fund their priority services and improvements.

Between December 2018 and March 2019, the Formation Committee conducted a public outreach process to create the MDGBD Management Plan, the governing document for the MDGBD. For more details on the MDGBD's community engagement process around the MDGBD, please see *Appendix D*.

After the City reviews and approves the GBD's formation documents, each property owner in the proposed District will receive a mailed petition. If the petition is signed and approved by property owners representing at least 30% of the assessment budget, it will trigger a special ballot. If 50% or more of the returned ballots (weighted in proportion to financial obligation) approve of the district, the

San Francisco Board of Supervisors may vote to establish the GBD. However, if the returned ballots in opposition of the district exceed the ballots submitted in its favor, the Board may not establish the GBD.

The following draft Management Plan outlines the goals, boundaries, services, assessment methodology, and formation schedule for the proposed District.

#### **D. Proposed MDGBD Boundaries**

The MDGBD encompasses roughly 90 whole and partial blocks. In general, the District is bounded by Valencia Street to the east, Duboce Street to the north, Market Street, Sanchez Street, Prosper Street, Hartford Street, and Castro Street to the west, and 22<sup>nd</sup> Street and 21<sup>st</sup> Street to the south. The District abuts an existing Community Benefit District: the Castro/Upper Market Community Benefit District.

The MDGBD includes two benefit zones; the Standard Service Zone, and the Enhanced Service Zone. These zones are necessary to address the different levels of Cleaning, Safety, and Beautification service deployment and frequency. Advocacy & Engagement and Accountability & Transparency services will be provided uniformly throughout the district.

The MDGBD includes all parcels within the boundaries of:

- West side of Valencia Street, from Duboce Street south to 14<sup>th</sup> Street
- East and west sides of Valencia Street, from 14<sup>th</sup> Street south to 22<sup>nd</sup> Street, including APNs 3547 -018B and 3547 -019 on the south side of 14<sup>th</sup> Street, APNs 3569 -050 and 3569 -051 on the south side of 16<sup>th</sup> Street, APN 3589 -145 on the south side of 18<sup>th</sup> Street, APN 3609 -044 on the south side of 20<sup>th</sup> Street, APNs 3609 -025 and 3609 -023 on the north side of 21<sup>st</sup> Street, and APN 3616 -028 on the south side of 21<sup>st</sup> Street
- APNs fronting 21<sup>st</sup> Street, from Valencia Street west to Chattanooga Street
- APNs west of MUNI right-of-way (APN 3619 -033A), including APN 3619 -055, from 21<sup>st</sup> Street south to 22<sup>nd</sup> Street
- East side of Church Street, north to Hill Street
- APNs fronting Hill Street, from Church Street west to Castro Street, excluding APN 3620 -076
- East side of Castro Street, from Hill Street north to 19<sup>th</sup> Street
- APNs fronting 19<sup>th</sup> Street, east to Hartford Street, excluding APN 3583 -056
- Both sides of Hartford Street, from 19<sup>th</sup> Street north to 18<sup>th</sup> Street, excluding APNs 3583 -079 and 3583 -080, which are part of the Castro/Upper Market CBD
  - Excluding APNs fronting 18<sup>th</sup> Street, from Hartford Street east to Noe Street, which are part of the Castro/Upper Market CBD
- South side of 17<sup>th</sup> Street, from Hartford Street east to Noe Street
- Block 3564, on the east side of Noe Street, from 17<sup>th</sup> Street north to 16<sup>th</sup> Street, excluding APNs 3564 -049, 3564 -049, 3564 -074, 3564 -075, 3564 -076, 3564 -077, 3564 -078, 3564 -079, 3564 -080, 3564 -080A, 3564 -161, 3564 -162, 3564 -092, 3564 -093, and 3564 -095, which are part of the Castro/Upper Market CBD
- South side of 16<sup>th</sup> Street, from Prosper Street east to Sanchez Street
- East side of Sanchez Street, from 16<sup>th</sup> Street north to Market Street, excluding APNs 3558 -036 and 3558 -135 through 3558 -152, which are within the boundaries of Castro/Upper Market CBD
- South side of 15<sup>th</sup> Street, from Market Street to Church Street
- APNs 3544 -092 through -095, 3544 -053 through -057, on the on the east side of Church Street from 15<sup>th</sup> Street north to Market Street



**Enhanced Service Zone**

The Enhanced Service Zone features active storefronts and local businesses, generating a higher-level pedestrian traffic throughout the day and night. Thus, due to a higher volume of uses and user groups, it will receive an enhanced level of service. The Valencia Commercial Corridor includes all parcels abutting Valencia Street between Duboce Avenue and 22<sup>nd</sup> Street, in addition to the following parcels:

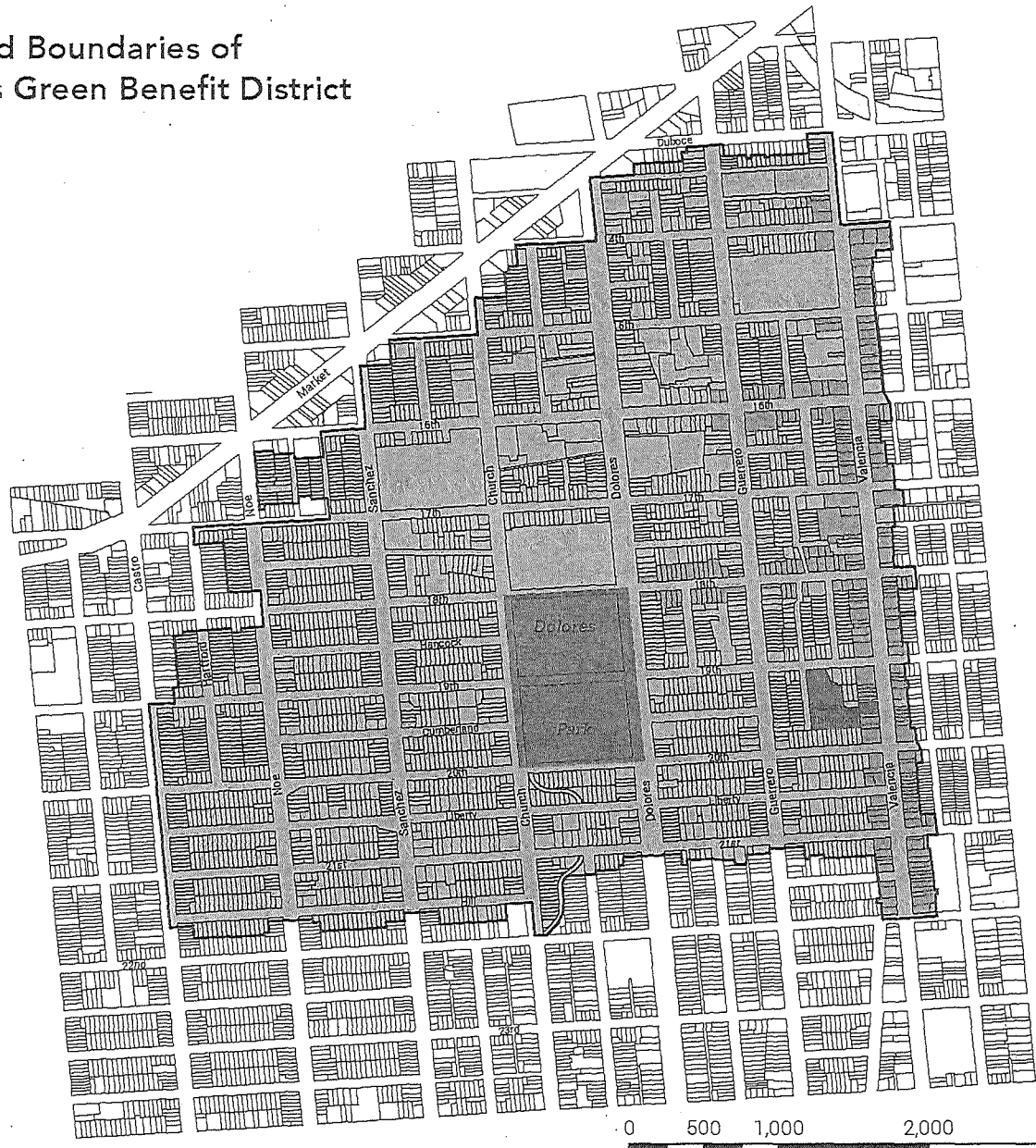
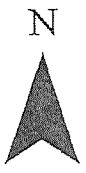
- APNs 3556 -016, and 3556 -230 through 3556 -236, on the southeast corner of 16<sup>th</sup> Street at Guerrero Street
- APN 3567 -001 on the northeast corner of Guerrero Street at 16<sup>th</sup> Street
- APNs on the north and south sides of 16<sup>th</sup> Street, from Guerrero Street east to Valencia Street
- Commercial corridor parcels abutting Valencia Street, including APNs 3547 -018B and 3547 -019 on the south side of 14<sup>th</sup> Street, APNs 3569 -050 and 3569 -051 on the south side of 16<sup>th</sup> Street, APN 3589 -145 on the south side of 18<sup>th</sup> Street, APN 3609 -044 on the south side of 20<sup>th</sup> Street, APNs 3609 -025 and 3609 -023 on the north side of 21<sup>st</sup> Street, and APN 3616 -028 on the south side of 21<sup>st</sup> Street
- APNs on the north and south sides of 18<sup>th</sup> Street, from Dolores Street west to Valencia Street

**Standard Service Zone**

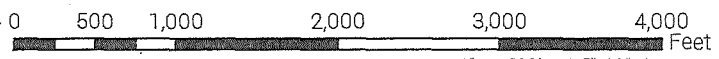
The Standard Service Zone is all other parcels in the MDGBD that do not have a higher volume of pedestrian traffic, and therefore do not required the same level of service than those parcels in the Enhanced Service Zone.

A map of the proposed district boundary is provided on the following page. *Appendix B: Assessment Diagram* is attached as a separate document.

# Proposed Boundaries of Mission Dolores Green Benefit District



- Enhanced Service Zone
- Standard Service Zone



1" = 1,000' @ 8.5"x11" plot

### III. Services, Activities & Improvements Plan

#### A. Service Plan

Proposed services, activities and improvements are bundled into three categories:

- Cleaning, Safety & Beautification;
- Advocacy & Engagement; and
- Accountability & Transparency.

These categories reflect District stakeholder priorities, and are detailed below. Please note that specific service frequencies will be determined by MDGBD Board of Directors and staff, if the District is formed.

#### Summary of Proposed Services

<b>CLEANING, SAFETY, &amp; BEAUTIFICATION ENHANCEMENTS</b>
<ul style="list-style-type: none"><li>• Maintenance Ambassador: Coordinated curb sweeping</li><li>• Maintenance Ambassador: On-call graffiti abatement</li><li>• Steam Cleaning/power washing major high traffic sidewalks</li><li>• Community Greening Improvements</li><li>• Service delivery, scheduling, &amp; quality assurance</li><li>• Police Specials (or equivalent special protection services)</li><li>• Community Ambassador</li><li>• Community Safety Improvements</li><li>• Issue response, follow-up, &amp; problem solving</li></ul>
<b>ADVOCACY &amp; ENGAGEMENT</b>
<ul style="list-style-type: none"><li>• Fundraising</li><li>• City Coordination &amp; Advocacy</li><li>• Community Events &amp; Engagement</li><li>• Local Business Promotion</li></ul>
<b>ACCOUNTABILITY &amp; TRANSPARENCY</b>
<ul style="list-style-type: none"><li>• Communications</li><li>• Financial Reporting</li><li>• Rent, utilities, insurance, accounting, legal, etc.</li></ul>

## Description of Proposed Services

### CLEANING, SAFETY & BEAUTIFICATION

The Cleaning, Safety & Beautification Program works to ensure the aesthetic beauty and cleanliness of our neighborhood, and provides a safe & welcoming environment for all while preserving the unique character of our community. The Program strives for a clean, litter-free, and well-kept environment by significantly reducing instances of graffiti, illegal dumping, overgrowth, and other signs of neglect, thus helping to build an aesthetically pleasing and vibrant community that honors the diversity and characteristics of the neighborhood. This includes a focus on the sidewalks, stairways, informal parks & open spaces, and public fixtures District-wide, in both the residential and commercial corridors. The Program will also collaborate with a broad base of internal & external stakeholders to address safety concerns respectful of all constituents.

The Cleaning, Safety & Beautification Program will apply to throughout the Standard Service Zone as well as the Enhanced Service Zone, with the Enhanced Service Zone parcels receiving a higher frequency and concentration of these activities. These activities may include, but are not limited to:

- **Trash Patrol**: Supply trash and debris removal staff targeting trash and debris hot spots identified by the community.
- **Sidewalk steam cleaning**: Provide scheduled sidewalk steam cleaning/power washing in high need pedestrian areas and also on-call response.
- **Graffiti Abatement**: Address graffiti hotspots identified by the community and provide on-call response.
- **Care and Enhancement of Informal Parks & Open Spaces**: Perform small-scale sapling and shrub pruning, weed removal, fertilization, irrigation & turf care, and sidewalk/stairway repair. Fund new plantings if not provided for.
- **Safety Enhancements**: Work with City Departments to increase neighborhood safety. Contract additional assistance as needed, e.g. during major events or holidays. Activities may include providing a safe presence in public areas, and reporting safety issues.
- **Homeless & Transient Outreach**: Staff ambassadors that work with existing service providers to connect individuals in need to the services that exist, including services within the neighborhood.

### ADVOCACY & ENGAGEMENT

The Advocacy & Engagement Program focuses internally and externally on services, activities, and improvements to our neighborhood by creating a more vibrant, connected community. The Program's increased advocacy ensures the City continues to deliver at least its current baseline of services while providing the opportunity to garner other in-kind support, grants, and donations from Public, Private, & Non-Profit sources for the neighborhood. The program aims to foster a sense of

pride for our residents, merchants, and property owners via interactive community activities, beautification projects, and capital improvements. Guiding principles for this program include a focus on natural beauty, sustainability, and preserving the unique character of the Mission Dolores (including our local businesses).

The Advocacy & Engagement Program will apply uniformly throughout the Standard Service Zone and Enhanced Service Zone overlay. These services may include, but are not limited to:

- **Neighborhood Advocacy:** Serve as a unified voice championing the needs of the Neighborhood when engaging City departments, Supervisors, Mayor's office and other local agencies. Ensure City fulfills commitment to providing "Baseline Services" are provided including keeping records of metrics and reporting
- **Neighborhood Fundraising:** Secure additional funding for services & projects that provide special benefits by soliciting in-kind support, grants, and donations from government, private, and non-profit sources.
- **Community Engagement:** Work with our neighborhood's diverse group of stakeholders and community groups to plan and fund community activities such as neighborhood nights out, block parties, history walks, volunteer events, and temporary installations and performances to activate underutilized spaces.
- **Neighborhood Improvement:** Deliver capital improvements projects that benefit our Community, amplify our unique character, and support Greening & Sustainability. Improvements could include:
  - New Public Realm additions parklets, plazas, median & sidewalk greenings, street trees and/or furniture, green infrastructure with assistance from government agencies
  - Existing Public Realm improvements – Enhanced sidewalk landscaping & greenery: Public art & murals, improved lightning, additional trash and recycling receptacles, new traffic-calming features (Ride-sharing stops, pedestrian amenities, etc.).
- **Local Business Promotion:** Establish regular programming and events along the commercial corridor to further connection to neighborhood. Work together with local business to promote their offerings and secure grants for façade upgrades and economic assistance for new businesses.
- **Strengthen the Connection between Parks and the Neighborhood:** Collaborate with the Recreation and Park Department along with stewardship groups to implement community-driven improvements that enhance the community's experience with (and impact from) the parks and open spaces.

## ACCOUNTABILITY & TRANSPARENCY

The Accountability & Transparency Program ensures the proper management of our GBD and the good stewardship of our community's funds & trust. The program strives to conduct operations in an efficient, accountable & transparent manner. The Accountability & Transparency Program will go beyond simply following the law to exemplifying our community values.

The Accountability & Transparency Program applies to all facets of the GBD and may include, but is not limited to:

- **Quality Assurance:** Core activities of the GBD board and staff include ensuring the organization, coordination, and delivery of all services for the GBD whether they are supplied from the City, Service Providers, or volunteers. Oversight of all GBD finances at the direction of the GBD Board Treasurer, who is ultimately responsible for the finances of the GBD. An Executive Director will serve as the public face and primary point of contact for the GBD, especially with City Hall and local agencies. Note that these services are basic to the mission-driven goals and purposes of the District and are not "management" or "overhead".
- **Communication & Outreach:** Core activities of the GBD include developing and executing the GBD's public communication and accountability strategy. Publication of newsletters, annual reports, budgets, and website to ensure to that district stakeholders understand the purpose, accomplishments, and governance of the GBD. Responsible for coordination of any needed communication strategies or tools such media outreach, smartphone apps, public relations campaigns. Note that these communication and outreach activities are basic to the goals and purposes of the District and are not "management" or "overhead".
- **Compliance:** Ensure compliance with all government and grant reporting requirements.
- **Operations & Contingency:** Funds for insurance, accounting, annual audit/financial reviews, office expenses, reserves, and other operational needs.

**B. District Budget**

The total budget to fund improvements and activities in the first fiscal year of the District is \$1,110,000.

Table 1: 2019/20 Maximum Budget

EXPENDITURES	Standard Service Zone	Enhanced Zone Overlay	TOTAL Budget	% of Budget
Cleaning, Safety & Beautification	\$835,000	\$120,000	\$955,000	86.04%
Advocacy & Engagement	\$85,000		\$85,000	7.66%
Accountability & Transparency	\$70,000		\$70,000	6.31%
<b>Total Expenditures</b>	<b>\$990,000</b>	<b>\$120,000</b>	<b>\$1,110,000</b>	<b>100.00%</b>
REVENUES				
Assessment Revenues	\$948,250	\$114,000	\$1,062,250	95.70%
Other Revenues (1)	\$41,750	\$6,000	\$47,750	4.30%
<b>Total Revenues</b>	<b>\$990,000</b>	<b>\$120,000</b>	<b>\$1,110,000</b>	<b>100.00%</b>

(1) Other non-assessment funding to cover the cost associated with general benefit.

**C. Budget Management Guidelines**

**Maximum Annual Assessment Adjustments:** Assessment rates may be adjusted for annual changes in the Bay Area Consumer Price Index (CPI), or up to 3%, whichever figure is less. In addition, an individual parcel’s assessment may change if there is a change to the parcel characteristics used to calculate that parcel’s assessment – for example, if a parcel is redeveloped, the assessments could be readjusted to account for any increase or decrease to the building square footage of that parcel. Assuming the current development status in the district, annual assessment revenues will not exceed the levels shown in Table 3. Any rate adjustment due to change in the CPI must be approved by the elected board of directors of the GBD. Any further change to the assessment methodology that would result in an increased assessment will require a new balloting process.

Table 2: Projected 10-Year Maximum Budget

Fiscal Year	Total Budget	Fiscal Year	Total Budget
Year 1	\$1,110,000	Year 6	\$1,286,794
Year 2	\$1,143,300	Year 7	\$1,325,398
Year 3	\$1,177,599	Year 8	\$1,365,160
Year 4	\$1,212,927	Year 9	\$1,406,155
Year 5	\$1,249,315	Year 10	\$1,448,298

**Changes to the Budget:** The District-wide budget may change from year to year due to development in the District, or due to changes between for-profit and non-profit status. In addition, the GBD Board of Directors may annually increase the assessment rates by up to 3% per year to address changes in the cost of providing services. The GBD Board of Directors may also determine in any given year that a redeployment of funds to a different spending category may be appropriate to accomplish the goals of the GBD. To do so, the Board of Directors must vote to adjust the percent of assessments allocated to a given budget category. The City mandates that redeployment of funds may not deviate more than 10% of that budget category in any given fiscal year.

**Annual Carry-forward and Budget Roll-over:** This Management Plan outlines the annual budgets for services and improvements provided by the District. At the end of the fiscal year, all assessment revenues from that fiscal year must be appropriated to District services, activities, and improvements to be provided within the following fiscal year. The GBD must spend these outstanding funds within the following fiscal year, as mandated by the City. Failure to use these funds to provide the services, activities, and improvements specified in the Management Plan may trigger a reduction in the annual assessment levy.

**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.

**Formation Costs:** During Fiscal Years 1 through 3, a total not to exceed \$80,000 of the budget may be used to recover costs incurred in forming the GBD ("Formation Costs"). Such cost recovery is only applicable in the event that formation costs exceed funding secured from GBD formation grant, and must be invoiced, including receipts and proof of unfunded work performed, and submitted to the GBD Board for approval and disbursement. Formation costs eligible for recovery through assessments include reasonable costs incurred during the GBD formation process by the GBD Formation Committee's consultant, the San Francisco Parks Alliance. Reimbursable costs may include (but are not limited to) costs arising out of or related to (a) preparation of the Management Plan and Engineer's Report, (b) circulating and submitting the petition to the Board of Supervisors seeking establishment of the GBD, (c) printing, advertising and giving of published, posted or mailed notices, (d) 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) ballot proceedings as 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.

**Budget Malfeasance:** If the MDGBD owners' association loses its non-profit status, or otherwise fails to maintain its authority to operate in the City or the State of California, the GBD shall immediately transmit to the City all unexpended assessment funds for the return and distribution to the assessed property owners.

The City may withhold either all or some portion of the actual revenues received from assessments if the MDGBD fails to:

- Properly administer the budget in accordance with the Management Plan
- Maintain proper records or follow generally accepted accounting principles
- Diligently implement audit recommendations regarding the safekeeping or use of funds
- Adhere to Property and Business Improvement District Law of 1994, Article 15A or other applicable law.

**Issuance of Bonds:** No bonds or other bonded debt is to be issued to finance activities and improvements envisioned in the Management Plan.

#### **D. Continuation of Base Level of City Services**

The City & County of San Francisco currently provides a baseline level of services to the Mission Dolores neighborhood. The City will continue to provide a baseline level of services in the District, and the services, activities, and improvements provided by the Mission Dolores GBD must by law supplement, rather than supplant, those already provided by City & County of San Francisco. These City services are



enhanced by the GBD's executive director and board's regular communication of District needs with City officials and through a coordinated partnership between GBD Owners' Non-Profit Association and the City.

Please refer to *Appendix C: Base Level of City Services* for additional information on the City's existing cleaning and maintenance services.

## IV. Assessment Methodology

### A. Basis of Assessment

Each parcel's assessment must be proportional to, and no greater than, the reasonable cost of providing "special benefit" to that parcel in the MDGBD, as detailed in Section III. The term "special benefit" means a particular and distinct benefit over and above any general benefits conferred on the property in the district or to the public at large. Special benefit includes incidental or collateral effects that arise from the improvements, maintenance, or activities of the district even if those incidental or collateral effects benefit property or persons not assessed. Special benefit excludes general enhancement of property value.

In the MDGBD, each parcel will specially benefit from:

- Cleaner sidewalks, streets and common areas;
- Real and perceived public safety improvements;
- Greater local capacity and enhanced neighborhood identity;
- Improved community quality of life;
- New business and investments; and
- Well-managed GBD programs and services.

### B. General Benefit vs Special Benefit

General benefit is any benefit resulting from district services that does not meet the definition of special benefit above, including benefits accrued to the general public-at-large. The amount of general benefit that is provided by the MDGBD *cannot* be funded by annual assessments, and will need to be raised from non-assessment revenue sources. For the MDGBD, the general benefit is equal to 4.3% of Fiscal Year 1 budget, or \$47,750. By contrast, the remaining 95.7% of the benefits from the MDGBD provide special benefits and are subject to assessment. Please see *Appendix A: Assessment Engineer's Report* for a detailed discussion of the general benefit analysis.

### C. Special Benefit Factors

Each parcel's proportional special benefit from the MDGBD activities is determined by analyzing two land use factors: Building Square Footage plus Lot Square Footage. These land use factors are an equitable way to identify the proportional special benefit that each of the parcels receive. Building square footage is relevant to the current use of a property and is also closely correlated to the potential pedestrian traffic from each parcel and the demand for MDGBD activities. A parcel's lot square footage reflects the long-term value implications of the improvement district. Together, these land use factors serve as the basic unit of measure to calculate how much special benefit each parcel receives in relationship to the district as a whole, which is the basis to then proportionately allocate the cost of the special benefits. Nonprofit and educational parcels receive only 50% of the special benefits as indicated by these factors, so their assessments are reduced accordingly.

**Building square footage** is defined as the total building square footage as determined by the outside measurements of a building. The gross building square footage is taken from the County of San Francisco Assessor's records.

**Lot square footage** is defined as the total surface area within the boundaries of the parcel. The boundaries of a parcel are defined on the County Assessor parcel maps.

These land use factors factor into calculating the relative special benefit to each parcel. The total

number of benefit units by land use type and zone are as follows:

Table 4. Assessable Square Footage

Land Use	Benefit Units	
	Lot SF	Building SF
<b>Enhanced Zone:</b> Comm/Govt/Res	1,061,190	1,888,850
<b>Standard Zone:</b> Comm/Govt/Res	8,491,741	9,079,485
Non-Profit/Educational	1,407,397	1,792,387
<b>TOTAL:</b>	<b>10,960,328</b>	<b>12,760,722</b>

**D. Sources of Financing**

The levy and collection of annual assessments of properties within the MDGBD provide the primary funding source for the activities, services and improvements previously outlined. To fund the “General Benefit” portion of the annual GBD budget, the MDGBD will generate additional funds from sources other than annual assessments, including grants, donations and in-kind services.

**E. Calculation of Assessments**

Based on the benefit zones, special benefit factors, and the proposed budget, the following table illustrates the first year’s maximum annual assessment per parcel assessable square foot by zone.

Table 5. Year 1 Annual Assessment Rates

Land Use	Lot SF Assmt	Bldg SF Assmt
Enhanced Service Zone Parcels:	\$0.0815	\$0.0815
Standard Service Zone Parcels:	\$0.0429	\$0.0429
Non-Profit & Educational Parcels:	\$0.0214	\$0.0214

**F. Sample Parcel Assessments**

To calculate the assessment for a parcel in the Enhanced Zone with a 2,500 square foot lot and a 5,000 square foot building the calculation is as follows:

Lot square feet (2,500) x \$0.0815=	\$203.75
Building square feet (5,000) x \$0.0815 =	<u>\$407.50</u>
Total Parcel Assessment =	\$611.25

To calculate the assessment for a parcel in the Standard Service Zone with a 2,500 square foot lot and a 5,000 square foot building the calculation is as follows:

Lot square feet (2,500) x \$0.0429 =	\$107.25
Building square feet (5,000) x \$0.0429 =	<u>\$214.50</u>
Total Parcel Assessment =	\$321.75

To calculate the assessment for a Non-Profit/Educational parcel with a 2,500 square foot lot and a 5,000 square foot building the calculation is as follows:

Lot square feet (2,500) x \$0.0214 =	\$53.50
Building square feet (5,000) x \$0.0214 =	<u>\$107.00</u>
Total Parcel Assessment =	\$160.50

The assessment calculation is the same for every parcel in the MDGBD respective of the benefit zone and land use and assessment rates.

**G. Special Property Use Considerations**

The methodology provides the following treatments for property used exclusively for nonprofit and educational purposes:

**Nonprofit and Educational Parcels:** Nonprofit organizations (e.g. faith-based, low income housing, cultural, community services, etc.) and educational institutions will not benefit from increased commercial activity resulting from MDGBD services and thereby will receive reduced benefits from MDGBD services. An owner of real property located within the MDGBD boundaries may reduce their assessment 50% if ALL of the following conditions are met:

1. The property owner is a nonprofit corporation that has obtained federal tax exemption under Internal Revenue Code section 501c3 or California franchise tax-exemption under the Revenue and Taxation Code Section 23701d.
2. The class or category of real property has been granted an exemption, in whole or in part, from real property taxation.
3. The nonprofit property owner occupies a majority of building square footage within the subject property.
4. The property owner makes the request in writing to the City of San Francisco prior to the submission of the MDGBD assessment rolls to the County Assessor (to accommodate periodic changes in ownership or use, on or before July 1 of each year), accompanied by documentation of the tax-exempt status of the property owner and the class or category of real property.
5. The City of San Francisco may verify the documentation of tax-exempt status and classification of the property for assessment purposes prior to submitting the assessments to the County Assessor.

If ALL of these conditions are met, the amount of the MDGBD assessment to be levied will be for one-half (50%) of the MDGBD services.

Table 6. Educational and non-profit parcels within the MDGBD

APN	OWNER NAME	APN	OWNER NAME
3533 -007	SAN FRANCISCO FRIENDS SCHOO	3567 -035	CHILDRENS DAY SCHOOL
3533 -037	MERCY HOUSING CA 69 L P	3567 -037	GRACE FELLOWSHIP COMMUNITY
3544 -041	SAN FRANCISCO FRIENDS SCHOO	3567 -056	NOTRE DAME SENIOR HOUSING C
3546 -002	SFCC HOUSING AUTHORITY	3567 -057	CHILDRENS DAY SCHOOL INC
3547 -009	HOUSNG DEV&NEIBHD PRES CORP	3568 -001	HOUSING DEVELOPMENT & NGHBR
3554 -016	MISSION HOUSING DEV CORP LA	3568 -003	CROWN HOTEL LLC

3554 -030	RECTOR WARDENS&VESTRYMEN OF	3577 -004	MISSION HOUSING DEV CORP
3554 -031	RECTOR WARDENS&VESTRYMEN OF	3577 -005	MISSION HOUSING DEVELOPMENT
3555 -004	APOLLO DEVELOPMENT ASSOCIAT	3577 -056	APOSTOLIC TEMPLE OF S F
3555 -062	480 VALENCIA ASSOCIATES	3577 -060	CORNERSTONE FAMILY FELLOWSH
3555 -063	CENTRO DEL PUEBLO INC	3577 -064	MISSION HOUSING DEVELOPMENT
3556 -025	HOLY FAMILY DAY HOMES OF SF	3577 -075	MISSION HOUSING DEVELOPMENT
3556 -055	MISSION DOLORES HOUSING ASS	3578 -032	FIRST COVENANT CH OF S F
3557 -010	ZAHAV SHA'AR	3578 -034	FIRST COVENANT CH OF S F
3558 -073	ST NICHOLAS CATHEDRAL MOSCO	3578 -038	FIRST COVENANT CH OF S F
3558 -074	ST NICHOLAS CATHEDRAL MOSCO	3578 -054E	FIRST COVENANT CH OF S F
3558 -113	16TH & CHURCH ST ASSOC IMPS	3578 -078	FIRST COVENANT CH OF S F
3565 -001	SAN FRANCISCO UNIFIED SCHOO	3579 -006	SAN FRANCISCO UNIFIED SCHOO
3566 -001	ARCHDIOCESE OF S F & SCHL J	3580 -196	3850 18TH STREET HOUSING AS
3566 -002	ARCHDIOCESE OF S F & SCHL J	3587 -012	VOICE OF CHRIST FULL GOSPEL
3566 -002A	ARCHDIOCESE OF S F & SCHL J	3587 -034	PROTESTANT EPISC BISHOP OF
3566 -053	R C ARCHBISHOP OF S F THE	3587 -078	MEDA SMALL PROPERTIES LLC
3566 -054	ARCHDIOCESE OF S F & SCHL J	3588 -050	MHDC ESPERANZA COLOSIMO L
3566 -055	ARCHDIOCESE OF S F & SCHL J	3588 -052	MHDC ESPERANZA COLOSIMO L
3567 -002	NORTHERN CALIFORNIA SVC LEA	3588 -082	SF WOMENS CENTERS INC
3567 -007	BOYS & GIRLS CLUBS OF SAN F	3596 -088	ASSEMBLY OF PENTECOSTAL CHU
3567 -020	BERNAL HEIGHTS HOUSING CORP	3596 -112	ST MARK INSTITUTIONAL MISSI
3567 -032	ARCHDIOCESE OF S F & SCHL J	3597 -063	LINE R SF LLC
3567 -033	ARCHDIOCESE OF S F & SCHL J	3598 -060	CHILDRENS DAY SCHOOL INC
3567 -034	GERMAN EVANGELICAL LUTH CH	3608 -025	899 GUERRERO STREET INC

#### **H. District Term**

The proposed term for the MDGBD is 10 years. The City will levy assessments upon establishment, to fund improvements and activities beginning Fiscal Year 2019/20 up through and including Fiscal Year 2029/30.

#### **Disestablishment**

State law provides for the disestablishment of the MDGBD pursuant to an annual review process. Each year that the MDGBD is in existence, there will be a 30-day period during which district property owners will have the opportunity to request disestablishment of the District. This 30-day period begins each year on the anniversary day that the District was first established by the Board of Supervisors. Within that 30-day period, if a written petition is submitted by owners of real property who pay more than 50 percent (50%) of the assessments levied, the MDGBD may be disestablished. The Board of Supervisors will hold a public hearing on disestablishing the MDGBD prior to actually doing so. Also, the Board of Supervisors, by a majority vote (six or more members) may disestablish the MDGBD at any time if it finds there has been misappropriation of funds, malfeasance, or violation of law in connection with the management of the District. The Board of Supervisors by a supermajority vote (eight or more) may disestablish the MDGBD for any reason. All outstanding obligations, finances, leases, or other similar obligations of the City, payable from or secured by assessments levied within MDGBD must be paid prior to disestablishment of the MDGBD.

#### **Assessor's Parcel Listing**

Appendix B provides a listing of all the Assessor's Parcels, including the Assessor's Parcel Number, Site Address, Benefit Zone, Assessment Percentage, and FY 2019/20 MDGBD assessment.

## **V. Governance**

Implementation of the services, activities, and improvements specified in this Management Plan will be managed by an Owners' Non-Profit Association Board of Directors, subject to the City's approval of a contract with the owners' association to provide these services.

If a majority of ballots received and tabulated are in favor of District formation, the Formation Committee transitions to become the Owners' Non-Profit Association Interim Board of Directors. The Interim Board is responsible for filing documents to create a new 501(c)3, procuring insurance, and setting up financial systems in order for the MDGBD to enter into agreement with the City to receive assessment funds.

The Interim Board is also responsible for writing the Bylaws for the MDGBD Board of Directors. The Bylaws will detail requirements for the permanent Board of Directors' composition, responsibilities, and selection process. To ensure fair and adequate stakeholder representation on the permanent Board of Directors, the following guidelines shall be used by the Interim Board in drafting of the Owners' Non-Profit Association bylaws:

### **A. Board of Directors' Responsibilities**

- Budget development and management
- Establishment of procedures for GBD administration
- Ensuring accountability and transparency with District funds
- Taking an active role in the GBD activities and community
- Pursuit of outside funding to leverage GBD investments
- Active succession planning; recruitment of future board members
- Hiring and oversight of the Executive Director

### **B. Size & Composition**

For Fiscal Year 1, the Mission Dolores GBD's Board of Directors will include a minimum of 9 and a maximum of 11 members; the board shall consist of an odd number of members. The Formation Committee determined following percentage breakdown for the inaugural Board of Directors:

- Majority property owners (of which the majority of that needs to be residential, and at least 1 needs to be commercial)
- Approximately 20% residential tenants
- Approximately 20% non-residential owners or tenants (commercial, non-profit, schools, churches, etc.)

### **C. Selection Process**

All property owners will be invited to vote in-person at GBD Annual Meeting for Board candidates. The GBD will notify all property owners of the Annual Meeting via postal mail (e.g. postcard), also notifying of upcoming election & process. Broad multi-channel notifications will be sent to the constituency about upcoming election (mailing, email, flyer postings, social media, etc.)

The GBD website will clearly list Board candidates, voting process & timeline.

Request for nominations for the Board of Directors can be disseminated using a variety of methods (website, email lists, local papers, social media, etc.). Anyone in the District can nominate a candidate.

Candidates must submit a bio and statement to a District Stakeholder Advisory Committee, demonstrating understanding of Board responsibilities.

#### **D. Terms & Conditions**

- Board members will be seated for a maximum term of 2 years, with the opportunity to re-run
- 2-year terms will be staggered (some board members start with 1 year, Board decides at first meeting to decide who will have a shorter term)
- Board members will be volunteers and will not receive compensation or benefits for their services

#### **E. Rules & Regulations**

The Board of Directors will establish rules and regulations to be employed in its administration of the MDGBD.

After the close of each Fiscal Year, the MDGBD shall prepare an Annual Report describing the assessments levied and collected, and also describing the District improvements, maintenance and activities funded and implemented. The first report shall be due after the first year of operation of the MDGBD. The MDGBD must file each report with the Clerk of the San Francisco Board of Supervisors.

Each report shall include but not be limited to the following:

- A reference to the MDGBD by name
- The Fiscal Year to which the annual report applies
- Any proposed changes in the boundaries, benefit zones or classification of property of the MDGBD
- The improvements, maintenance and activities to be provided for that Fiscal Year
- An estimate of the cost of providing the improvements, maintenance, and activities for that Fiscal Year
- Any proposed changes to the basis and method of levying the assessments
- The method and basis of levying the assessment in sufficient detail to allow each real property owner to estimate the amount of the assessment to be levied against his or her property for that Fiscal Year
- The amount of any surplus or deficit revenues to be carried over from a previous Fiscal Year
- The amount of any contributions to be made from sources other than assessments levied

The San Francisco Board of Supervisors may approve the Annual Report or may modify any particulars contained in the report, and then approve it as modified.

#### **F. Public Access & Transparency**

The Owners' Non-Profit Association 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.

#### **G. Conflict of Interest Policy**

The Board of Directors 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:

- Requires Board members to itemize any interest, however remote, in any other agreement with the City & County of San Francisco, including any commission, department, or subdivision thereof
- 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

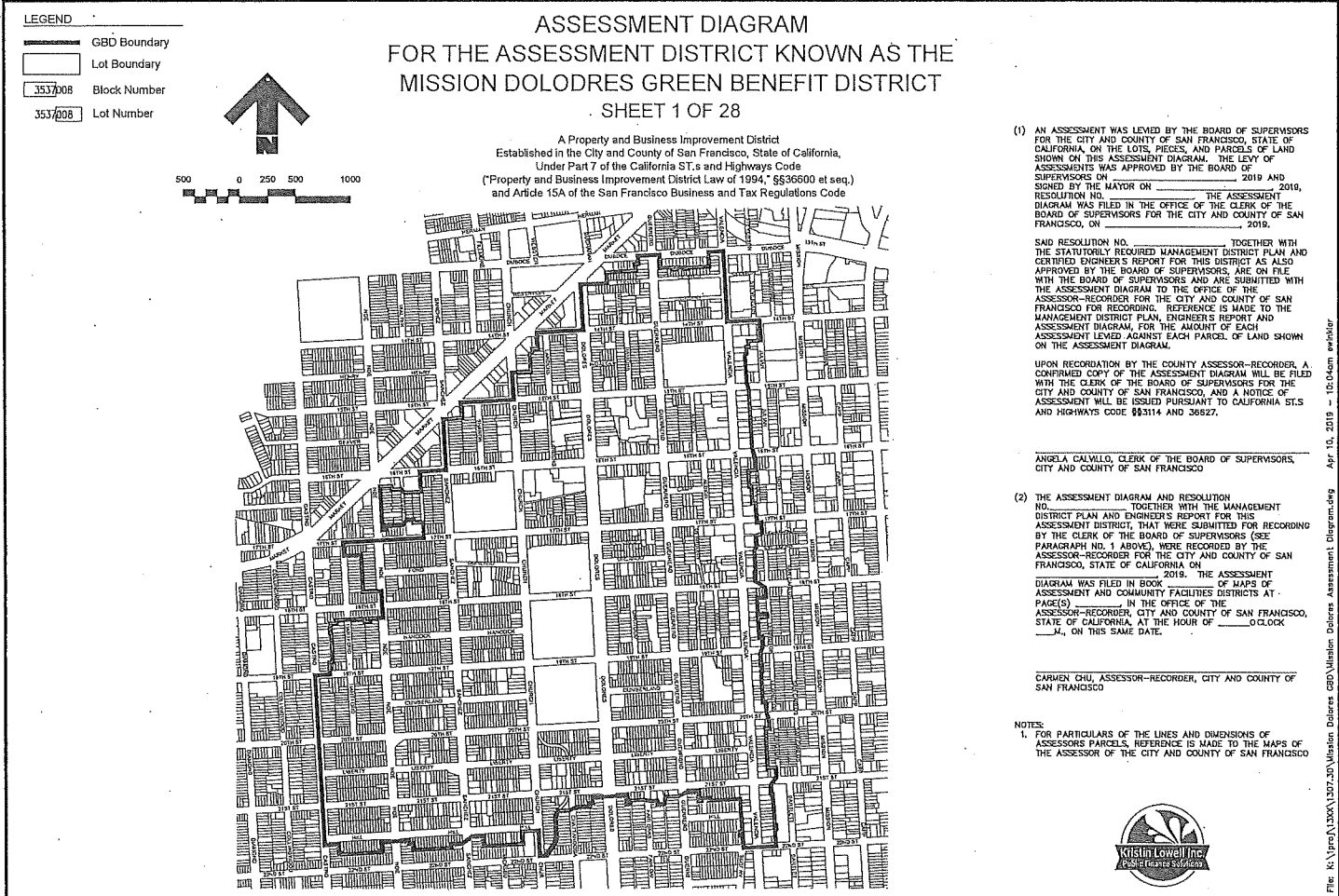


**VI. Implementation Timeline**

The MDGBD will have a 10-year term, from July 1, 2019 to June 30, 2030. The MDGBD formation effort anticipates it will follow the schedule below:

FORMATION SCHEDULE	TIMELINE
Present Final Management Plan & Engineer’s Report	April 2019
Distribute petitions to property owners & conduct outreach to obtain signed petitions	April - May 2019
Submit petitions to Board of Supervisors	May 2019
Board of Supervisors vote on Resolution of Intention to Establish District	May 2019
Ballots mailed to property owners, ballots must be submitted within 45 days	June 2019
Board of Supervisors holds public hearing and ballot tabulation	July 2019
Assessments submitted to CCSF for billing	July 2019
Administration and District operations begin	January 2020

Appendix B: Assessment Diagram



ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 1 OF 28

A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California S.T.s and Highways Code  
(\*Property and Business Improvement District Law of 1994,\* §§36600 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code

(1) AN ASSESSMENT WAS LEVIED BY THE BOARD OF SUPERVISORS FOR THE CITY AND COUNTY OF SAN FRANCISCO, STATE OF CALIFORNIA, ON THE LOTS, PIECES, AND PARCELS OF LAND SHOWN ON THIS ASSESSMENT DIAGRAM. THE LEVY OF ASSESSMENTS WAS APPROVED BY THE BOARD OF SUPERVISORS ON \_\_\_\_\_, 2019 AND SIGNED BY THE MAYOR ON \_\_\_\_\_, 2019, RESOLUTION NO. \_\_\_\_\_ THE ASSESSMENT DIAGRAM WAS FILED IN THE OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS FOR THE CITY AND COUNTY OF SAN FRANCISCO, ON \_\_\_\_\_, 2019.

SAID RESOLUTION NO. \_\_\_\_\_ TOGETHER WITH THE STATUTORILY REQUIRED MANAGEMENT DISTRICT PLAN AND CERTIFIED ENGINEER'S REPORT FOR THIS DISTRICT AS ALSO APPROVED BY THE BOARD OF SUPERVISORS, ARE ON FILE WITH THE BOARD OF SUPERVISORS AND ARE SUBMITTED WITH THE ASSESSMENT DIAGRAM TO THE OFFICE OF THE ASSESSOR-RECORDER FOR THE CITY AND COUNTY OF SAN FRANCISCO FOR RECORDING. REFERENCE IS MADE TO THE MANAGEMENT DISTRICT PLAN, ENGINEER'S REPORT AND ASSESSMENT DIAGRAM, FOR THE AMOUNT OF EACH ASSESSMENT LEVIED AGAINST EACH PARCEL OF LAND SHOWN ON THE ASSESSMENT DIAGRAM.

UPON RECORDATION BY THE COUNTY ASSESSOR-RECORDER, A CONFIRMED COPY OF THE ASSESSMENT DIAGRAM WILL BE FILED WITH THE CLERK OF THE BOARD OF SUPERVISORS FOR THE CITY AND COUNTY OF SAN FRANCISCO, AND A NOTICE OF ASSESSMENT WILL BE ISSUED PURSUANT TO CALIFORNIA S.T.S. AND HIGHWAYS CODE §§3114 AND 36827.

ANGELA CALVILLO, CLERK OF THE BOARD OF SUPERVISORS, CITY AND COUNTY OF SAN FRANCISCO





(2) THE ASSESSMENT DIAGRAM AND RESOLUTION NO. \_\_\_\_\_ TOGETHER WITH THE MANAGEMENT DISTRICT PLAN AND ENGINEER'S REPORT FOR THIS ASSESSMENT DISTRICT, THAT WERE SUBMITTED FOR RECORDING BY THE CLERK OF THE BOARD OF SUPERVISORS (SEE PARAGRAPH NO. 1 ABOVE), WERE RECORDED BY THE ASSESSOR-RECORDER FOR THE CITY AND COUNTY OF SAN FRANCISCO, STATE OF CALIFORNIA ON \_\_\_\_\_, 2019. THE ASSESSMENT DIAGRAM WAS FILED IN BOOK \_\_\_\_\_ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AT \_\_\_\_\_ PAGE(S) \_\_\_\_\_ IN THE OFFICE OF THE ASSESSOR-RECORDER, CITY AND COUNTY OF SAN FRANCISCO, STATE OF CALIFORNIA, AT THE HOUR OF \_\_\_\_\_ O'CLOCK \_\_\_\_\_, ON THIS SAME DATE.

CARMEN CHU, ASSESSOR-RECORDER, CITY AND COUNTY OF SAN FRANCISCO

NOTES:  
1. FOR PARTICULARS OF THE LINES AND DIMENSIONS OF ASSESSOR'S PARCELS, REFERENCE IS MADE TO THE MAPS OF THE ASSESSOR OF THE CITY AND COUNTY OF SAN FRANCISCO



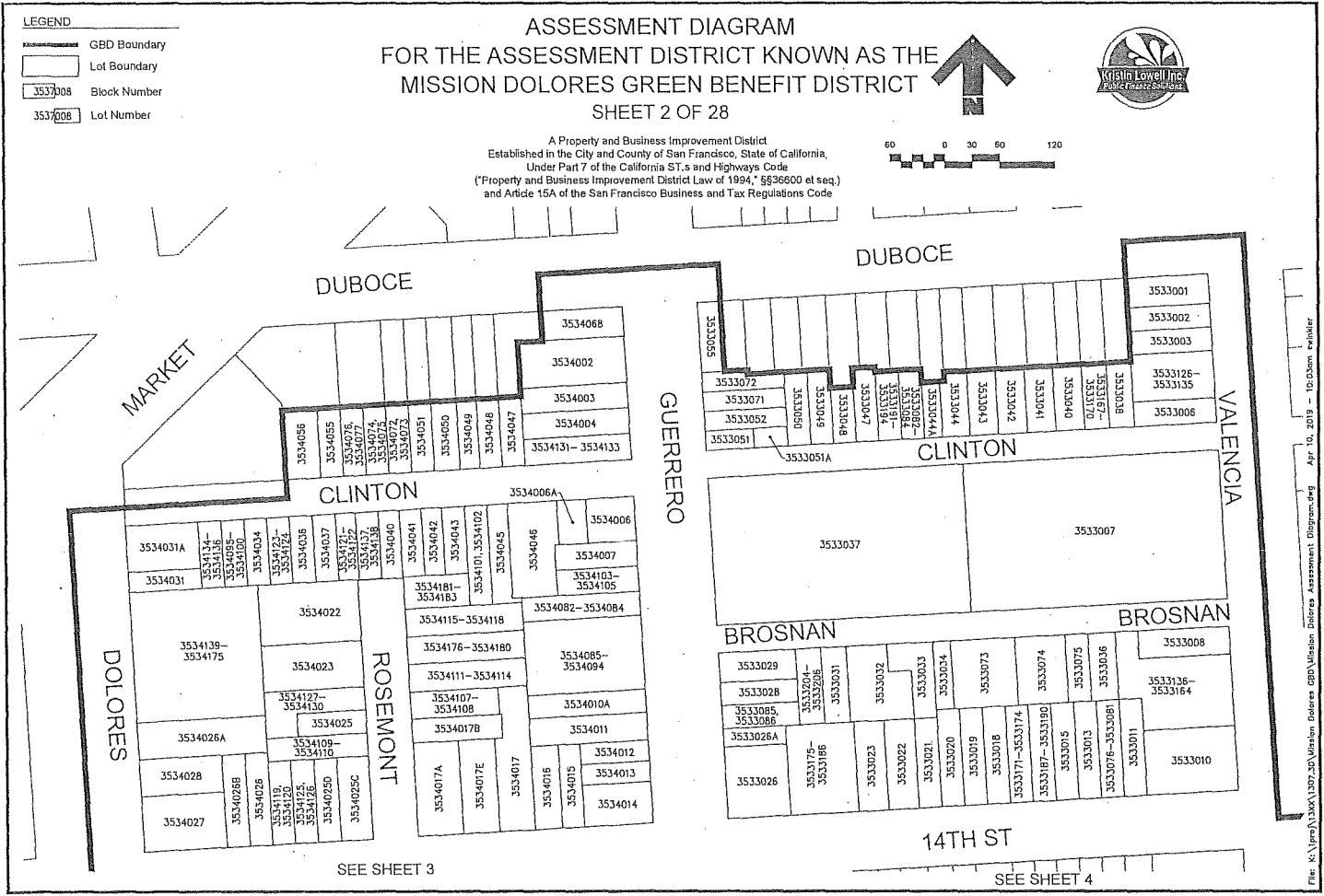
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- LEGEND**
-  GBD Boundary
  -  Lot Boundary
  -  Block Number
  -  Lot Number

**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 2 OF 28**



A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California ST.s and Highways Code  
("Property and Business Improvement District Law of 1994," §836600 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code

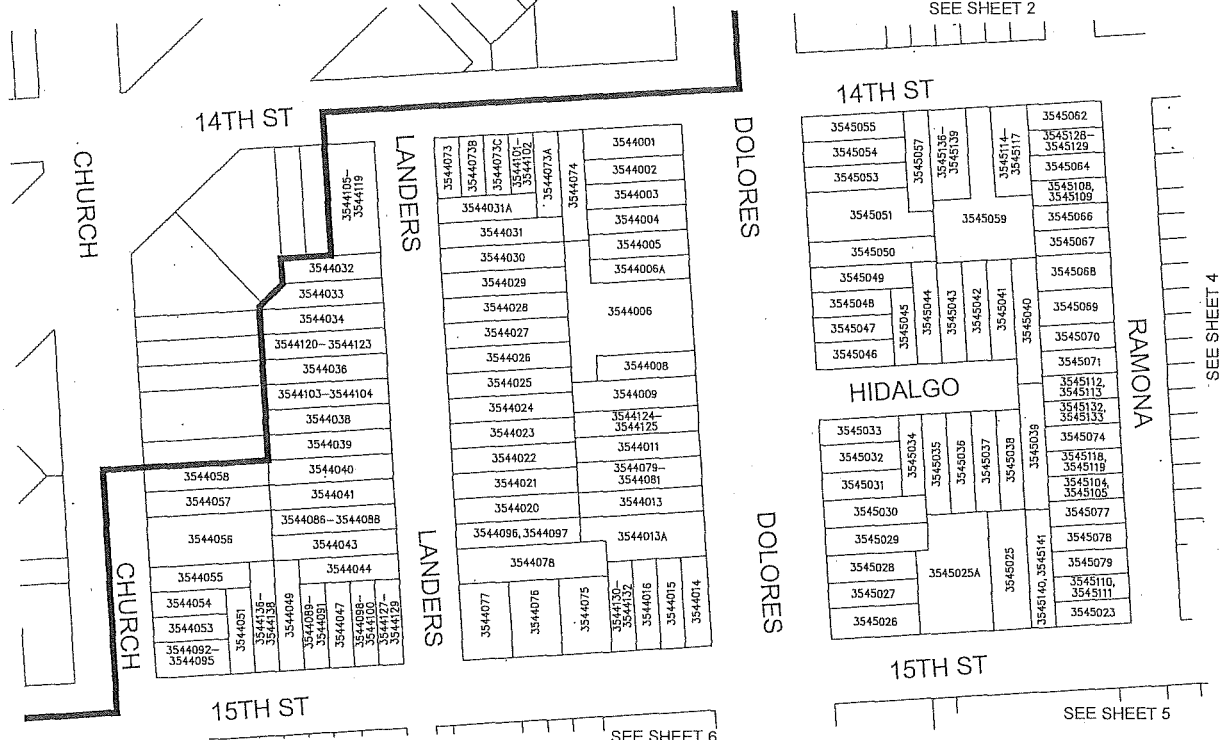
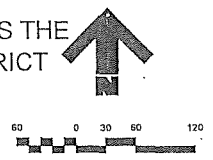


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- LEGEND**
- GBD Boundary
  - Lot Boundary
  - Block Number
  - Lot Number

**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 3 OF 28**

A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California ST.s and Highways Code  
("Property and Business Improvement District Law of 1994," §§3600 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code



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**LEGEND**

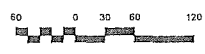
	GBD Boundary
	Lot Boundary
	Block Number
	Lot Number

**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT**

**SHEET 4 OF 28**

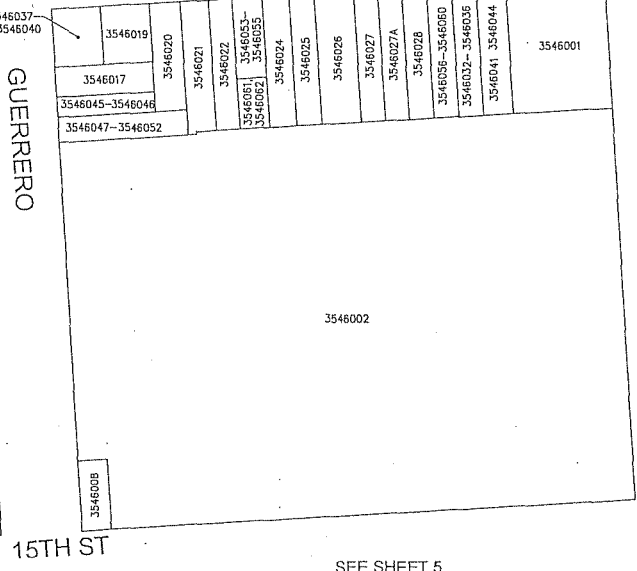


A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California ST.s and Highways Code  
("Property and Business Improvement District Law of 1994," §§36600 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code



SEE SHEET 3  
RAMONA

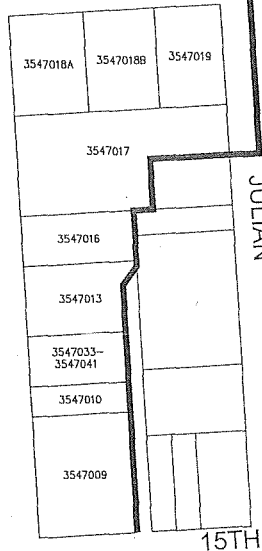
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3545090	3545099-3545101
3545089	3545007
3545157	3545008
3545158	
3545087	3545009
3545130	3545159-3545161
3545131	
3545085	3545144-3545146
3545120	3545012
3545121	
3545083	3545013
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3545018A	



SEE SHEET 2





14TH ST

VALENCIA



SEE SHEET 5

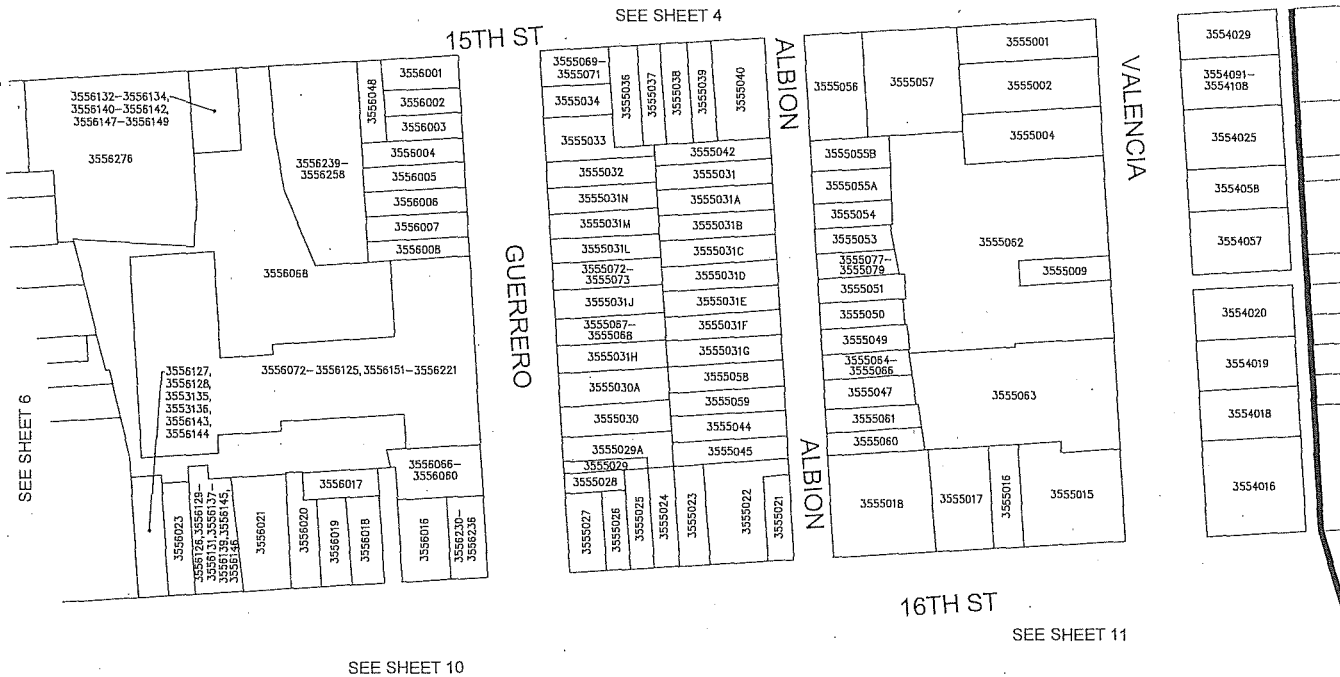
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- LEGEND**
-  GBD Boundary
  -  Lot Boundary
  -  Block Number
  -  Lot Number

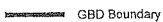
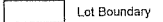
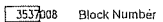
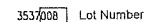
**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 5 OF 28**



A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California ST.s and Highways Code  
("Property and Business Improvement District Law of 1994," §§36600 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code



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- LEGEND**
-  GBD Boundary
  -  Lot Boundary
  -  Block Number
  -  Lot Number

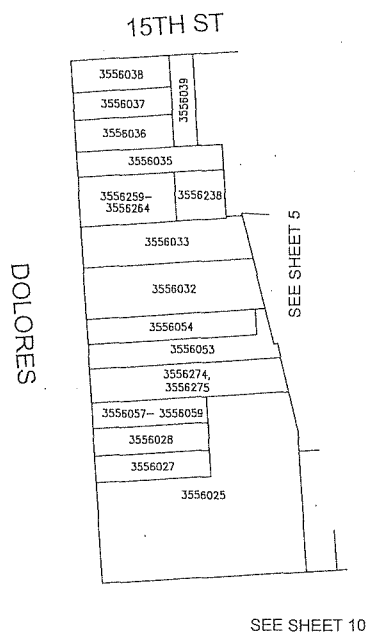
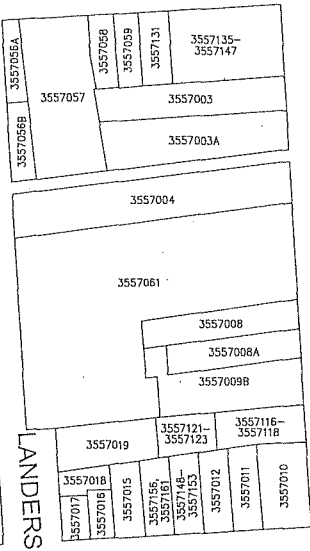
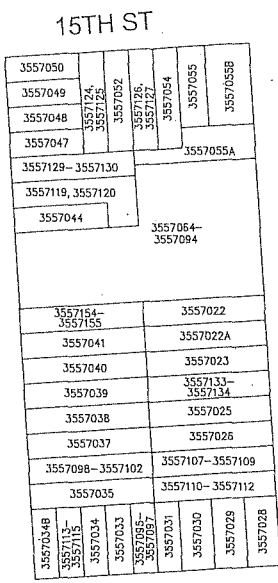
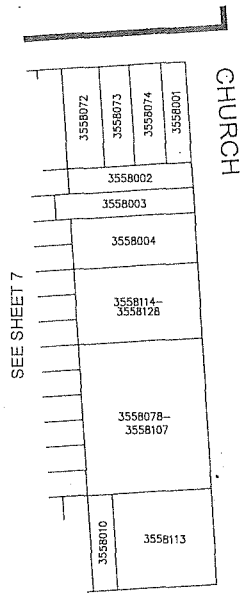
**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 6 OF 28**



A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California ST.s and Highways Code  
(\*Property and Business Improvement District Law of 1984,\* §§36600 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code



SEE SHEET 3



16TH ST  
SEE SHEET 9

SEE SHEET 10

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LEGEND

- GBD Boundary
- Lot Boundary
- 3537008 Block Number
- 3537008 Lot Number

ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 7 OF 28

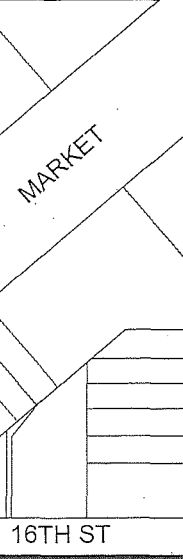


A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 17 of the California STAs and Highways Code  
(Property and Business Improvement District Law of 1994, §358000 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code

SEE SHEET 28

SEE SHEET 28

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3564036	3564109	3564124
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3564032	3564099-	
3564031	3564100	
3564030	3564007	
3564029	3564008	
3564028	3564115	
3564148,	3564116	
3564149	3564125-	
3564026	3564127	
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	3564117	
	3564118	
	3564126-	
	3564127	
	3564101,	
	3564102	
	3564103,	
	3564105	
	3564017	



SANCHEZ

15TH ST

16TH ST

16TH ST

3565073	3565077
3565074	
3565085-	
3565087	
3565090-	
3565092	
3565093-	
3565096	

SEE SHEET 8

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3558024	3558015A, 35580154	3558016
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3558041	3558015, 35580156	3558016
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
SHARON

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3558012	3558059
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SEE SHEET 8



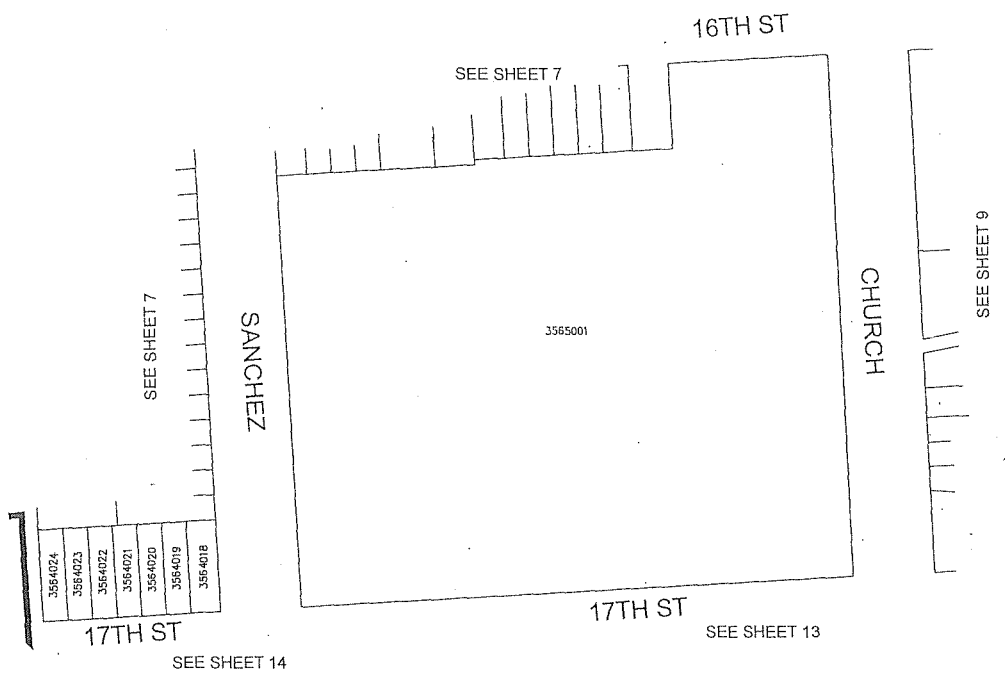
**LEGEND**

-  GBD Boundary
-  Lot Boundary
-  Block Number
-  Lot Number





**ASSESSMENT DIAGRAM**  
**FOR THE ASSESSMENT DISTRICT KNOWN AS THE**  
**MISSION DOLORES GREEN BENEFIT DISTRICT**  
**SHEET 8 OF 28**



A Property and Business Improvement District  
 Established in the City and County of San Francisco, State of California,  
 Under Part 7 of the California S.T.s and Highways Code  
 ("Property and Business Improvement District Law of 1994," §§36900 et seq.)  
 and Article 15A of the San Francisco Business and Tax Regulations Code



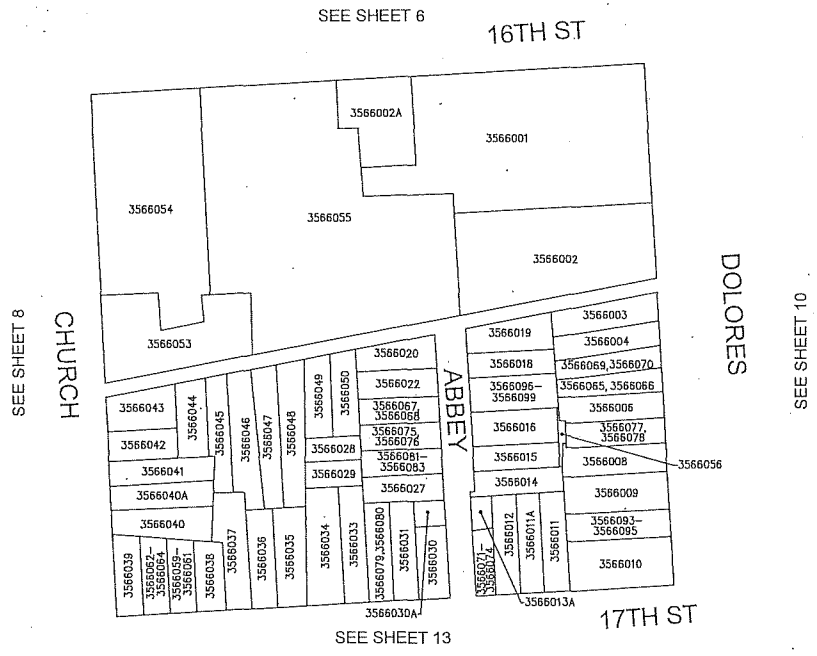
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- LEGEND**
-  GBD Boundary
  -  Lot Boundary
  -  Block Number
  -  Lot Number

**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 9 OF 28**



A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California ST, s and Highways Code  
(\*Property and Business Improvement District Law of 1994,\* §§36600 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code







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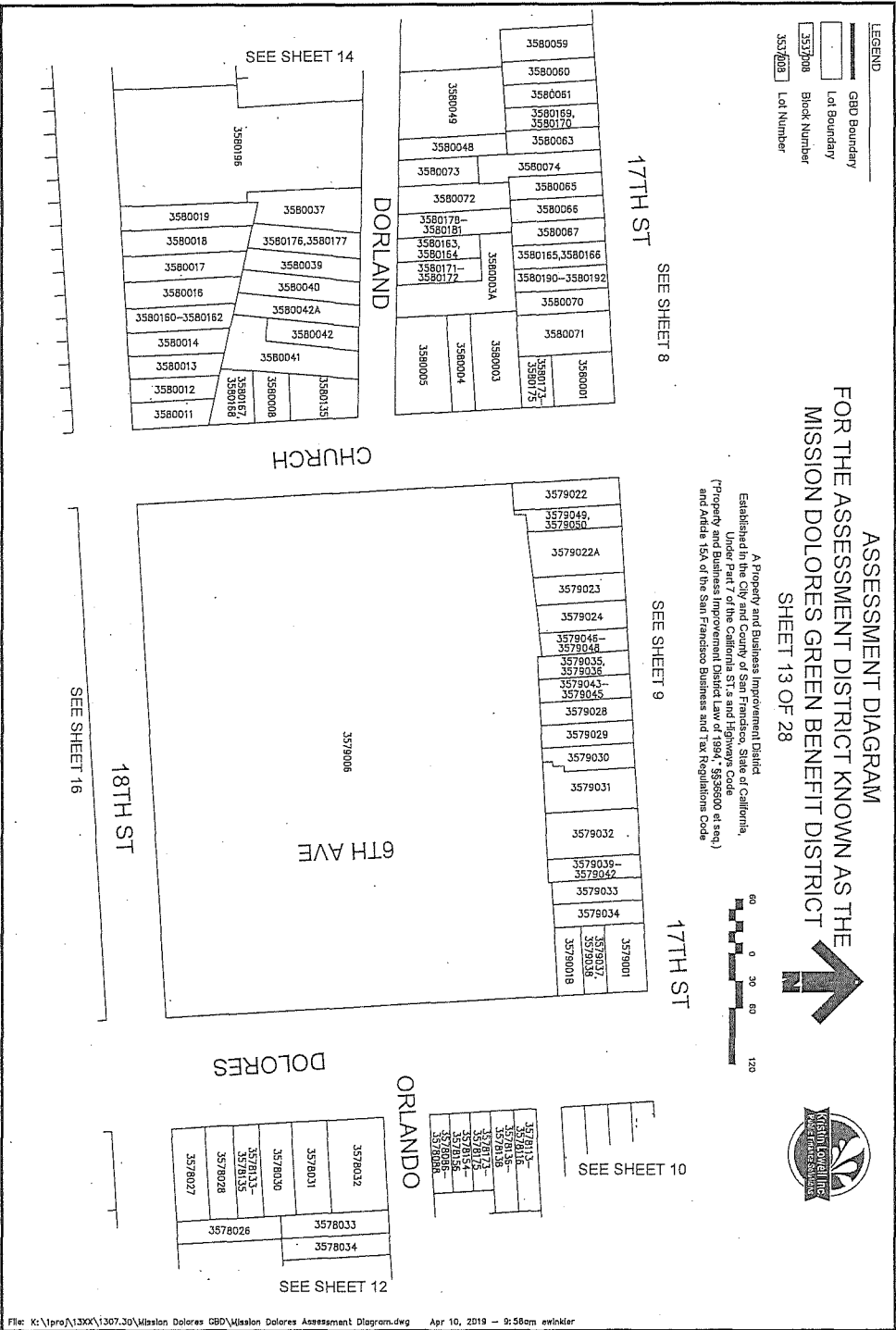




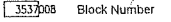
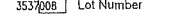
- LEGEND**
-  GBD Boundary
  -  Lot Boundary
  -  Block Number
  -  Lot Number

**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 13 OF 28**



A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California S.T.A. and Highways Code  
(Property and Business Improvement District Law of 1994, §§5900 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code



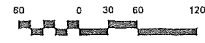
- LEGEND**
-  GBD Boundary
  -  Lot Boundary
  -  Block Number
  -  Lot Number

**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT**

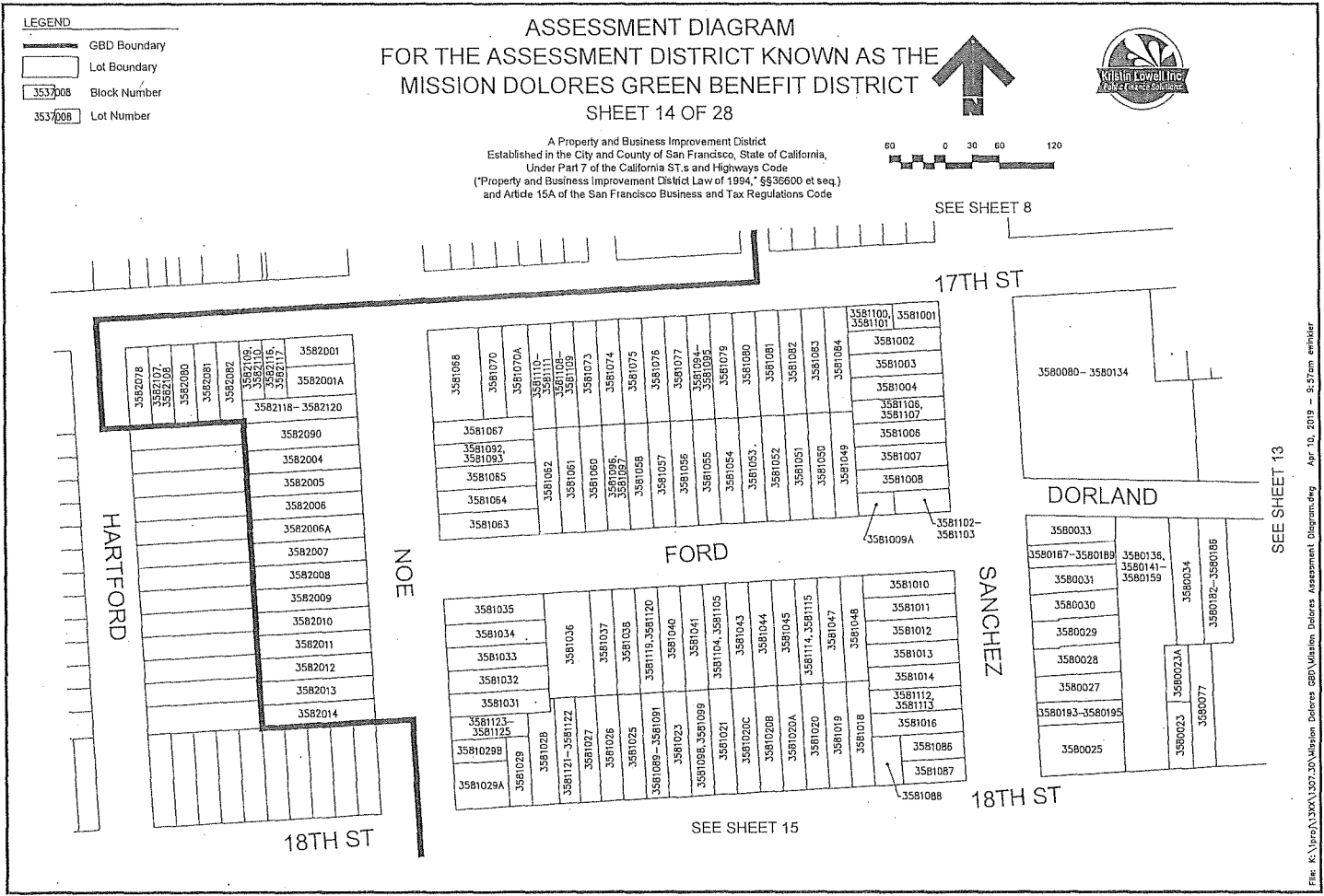


SHEET 14 OF 28

A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California ST.s and Highways Code  
("Property and Business Improvement District Law of 1994," §§56600 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code



SEE SHEET 8



17TH ST

HARTFORD

NOE

FORD

SANCHEZ

DORLAND

18TH ST

SEE SHEET 15

SEE SHEET 13

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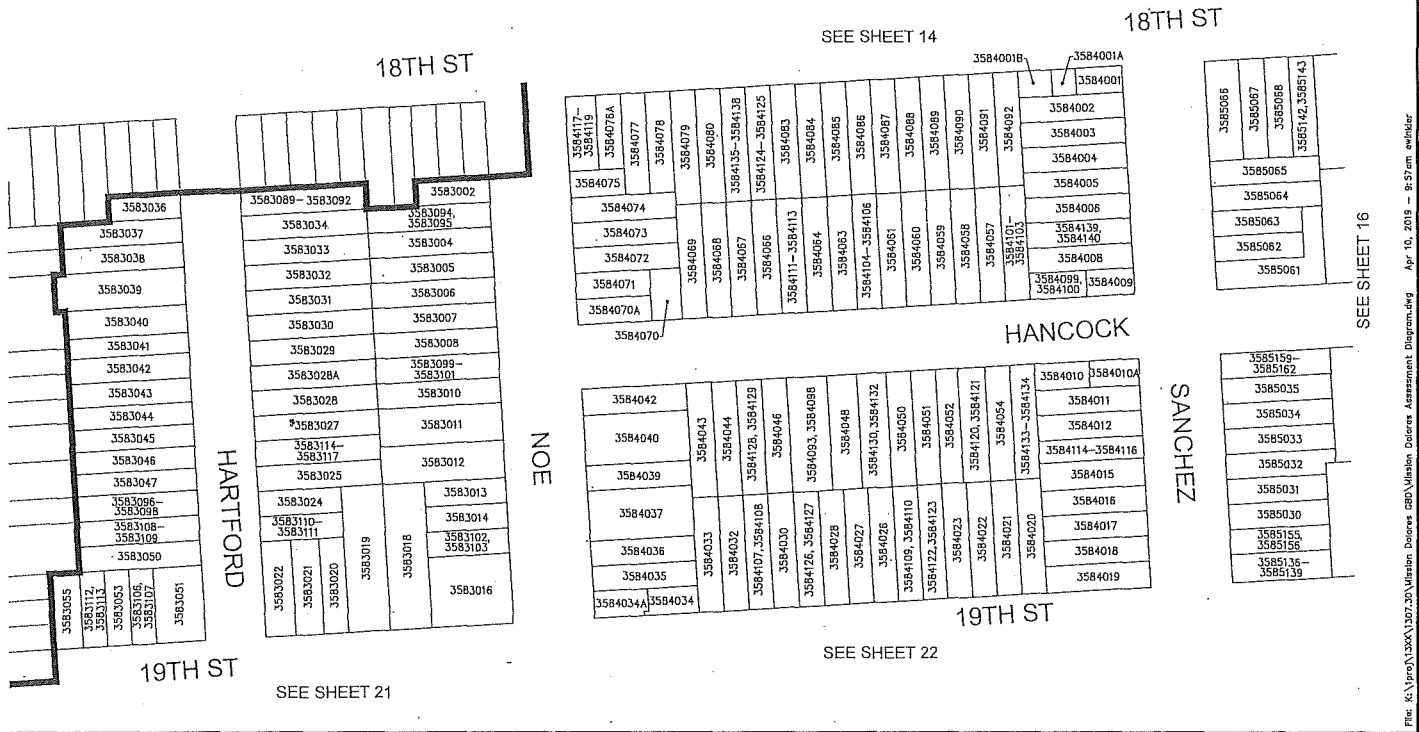
**LEGEND**

	GBD Boundary
	Lot Boundary
	Block Number
	Lot Number

**ASSESSMENT DIAGRAM**  
**FOR THE ASSESSMENT DISTRICT KNOWN AS THE**  
**MISSION DOLORES GREEN BENEFIT DISTRICT**  
**SHEET 15 OF 28**



A Property and Business Improvement District  
 Established in the City and County of San Francisco, State of California,  
 Under Part 7 of the California ST.s and Highways Code  
 ("Property and Business Improvement District Law of 1994," §§26600 et seq.)  
 and Article 15A of the San Francisco Business and Tax Regulations Code





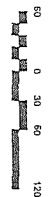
**LEGEND**  
 GBD Boundary  
 Lot Boundary  
 Block Number  
 Lot Number

**ASSESSMENT DIAGRAM  
 FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
 MISSION DOLORES GREEN BENEFIT DISTRICT**

SHEET 16 OF 28

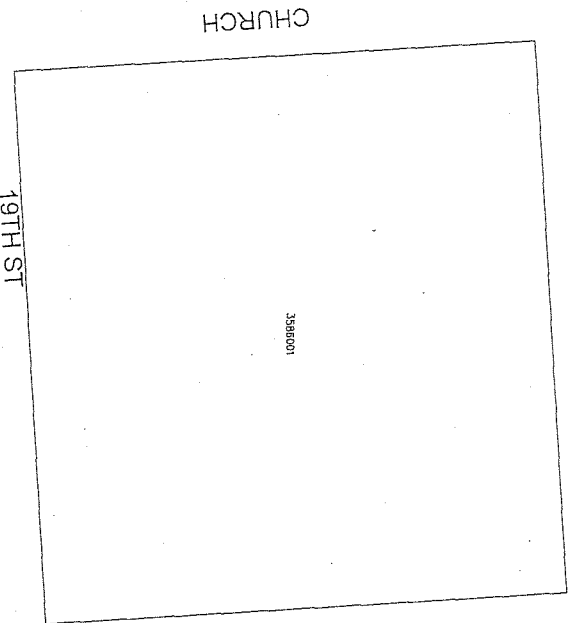


A Property and Business Improvement District  
 Established in the City and County of San Francisco, State of California,  
 Under Part of the California S.T.A. and Highway S.T.A. (Sections 41 and 42)  
 (Property and Business Improvement Districts and Highway S.T.A. Sections 41 and 42)  
 and Article 15A of the San Francisco Business and Tax Regulations Code



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3585050	3585081
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	3585084
	3585085
	3585086
	3585001

19TH ST  
 SEE SHEET 21



18TH ST  
 SEE SHEET 13

19TH ST  
 SEE SHEET 20

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	3585011	3585011
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358707-358709	
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SEE SHEET 12

**LEGEND**

GBD Boundary  
 Lot Boundary  
 Block Number  
 Lot Number

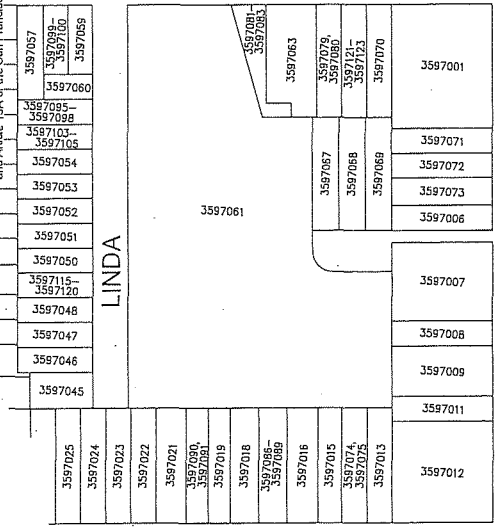


**ASSESSMENT DIAGRAM  
 FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
 MISSION DOLORES GREEN BENEFIT DISTRICT  
 SHEET 17 OF 28**

A Property and Business Improvement District  
 Established in the City and County of San Francisco, State of California,  
 Under Part 7 of the California S.T.s and Highways Code  
 (Property and Business Improvement District Law of 1994, §35600 et seq.)  
 and Article 10A of the San Francisco Business and Tax Regulations Code

SEE SHEET 19

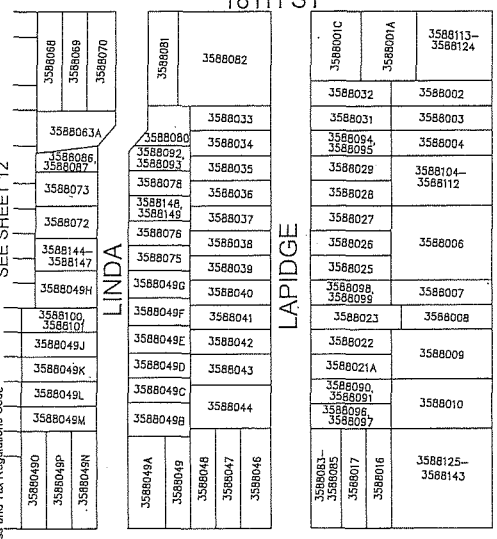
SEE SHEET 12



SEE SHEET 18

19TH ST

18TH ST



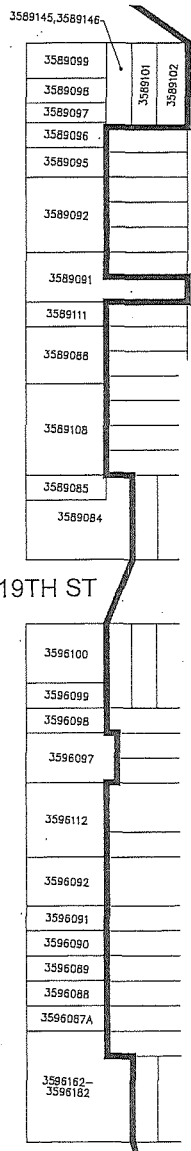
SEE SHEET 11

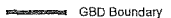
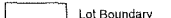

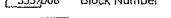
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**VALENCIA**

19TH ST

20TH ST

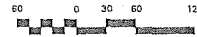


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  -  Lot Boundary
  -  Block Number
  -  Lot Number

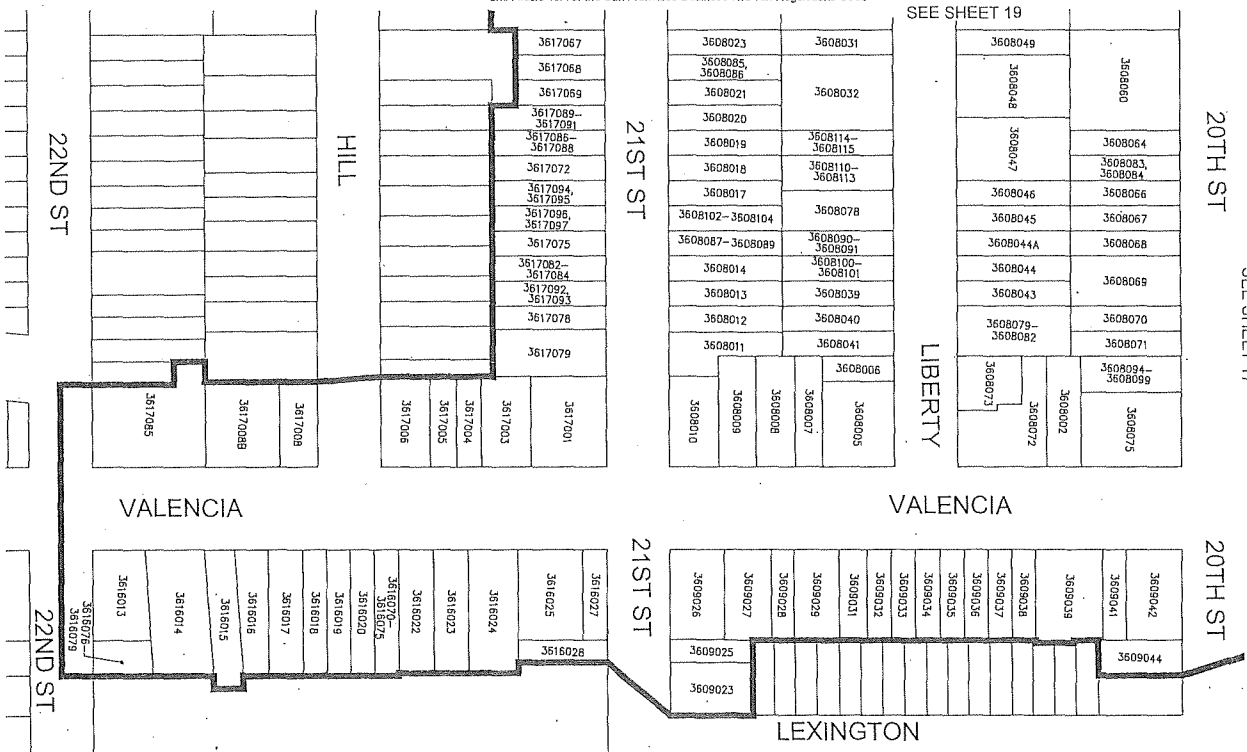
**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 18 OF 28**



A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California ST.s and Highways Code  
(\*Property and Business Improvement District Law of 1994, §§36600 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code



SEE SHEET 19



Plot: P726  
 Date: 04/10/2019  
 Author: Kristin Lowell Inc.  
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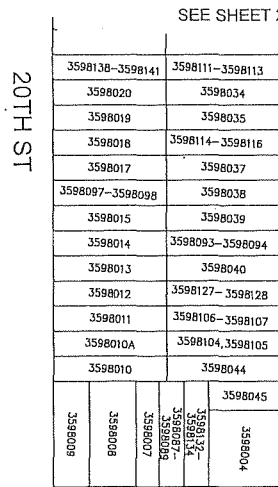
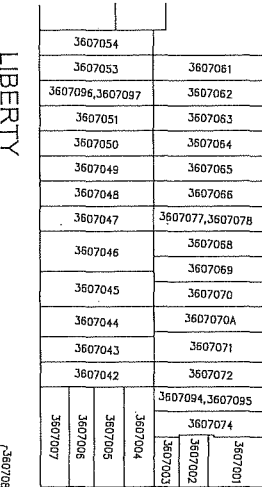
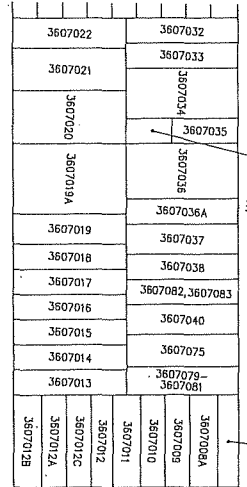
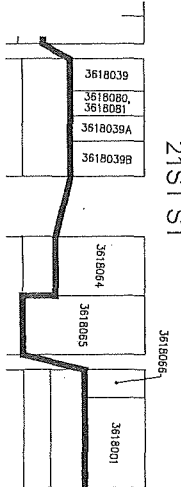
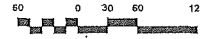
- LEGEND**
- GBD Boundary
  - ▭ Lot Boundary
  - 3537008 Block Number
  - 3537008 Lot Number

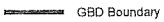
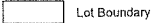


# ASSESSMENT DIAGRAM FOR THE ASSESSMENT DISTRICT KNOWN AS THE MISSION DOLORES GREEN BENEFIT DISTRICT

SHEET 19 OF 28



A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
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("Property and Business Improvement District Law of 1994," §§35600 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code

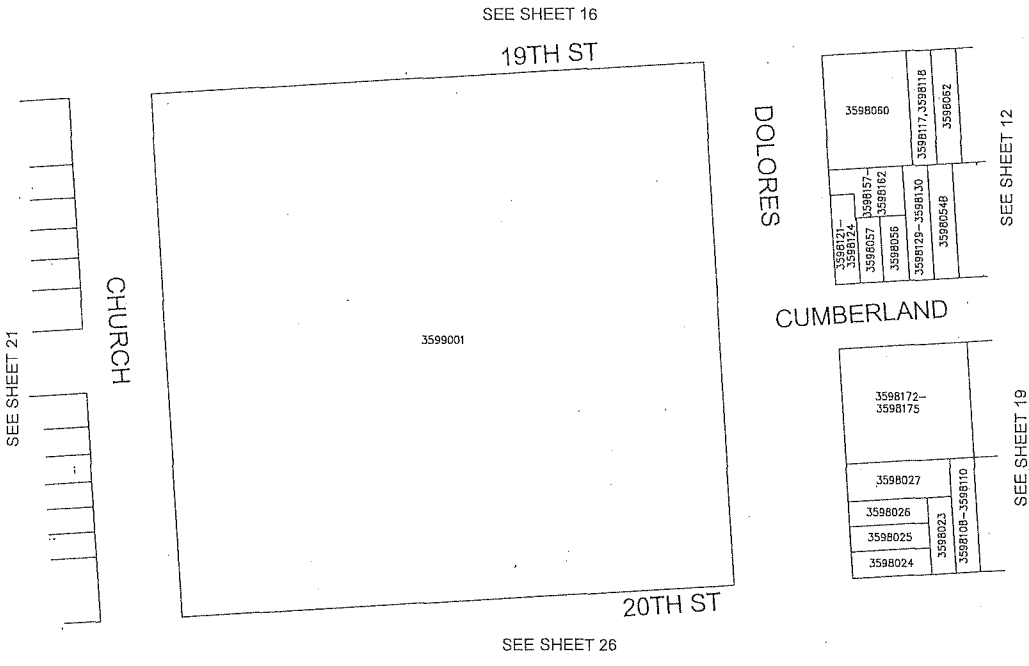


- LEGEND**
-  GBD Boundary
  -  Lot Boundary
  -  Block Number
  -  Lot Number

**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 20 OF 28**



A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California ST.s and Highways Code  
(\*Property and Business Improvement District Law of 1994, §§36600 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code



File: K:\Info\1300\1307\30\Mapdata\_Dolores\_GBD\Mapdata\_Dolores\_Assessment\_Diagram.dwg Apr 10, 2019 - 9:54am erickler

- LEGEND**
- GBD Boundary
  - Lot Boundary
  - 3537008 Block Number
  - 3537008 Lot Number

**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT**

**SHEET 21 OF 28**



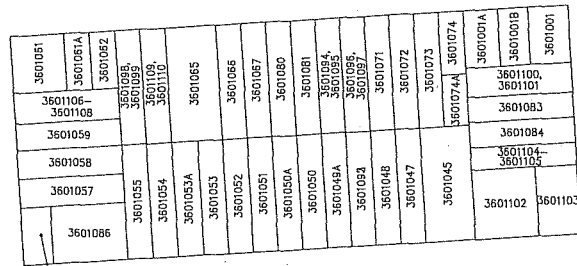
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Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California ST.s and Highways Code  
(\*Property and Business Improvement District Law of 1994,\* §§36000 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code



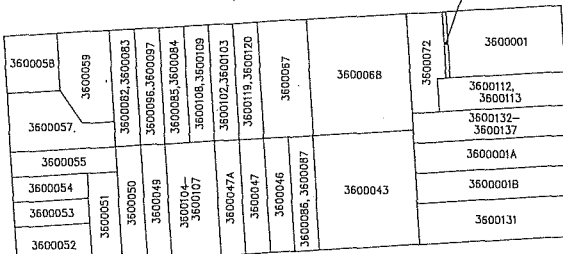
SEE SHEET 16

SEE SHEET 15

19TH ST



19TH ST



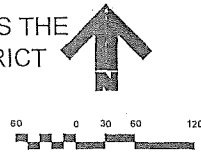
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	Block Number
	Lot Number

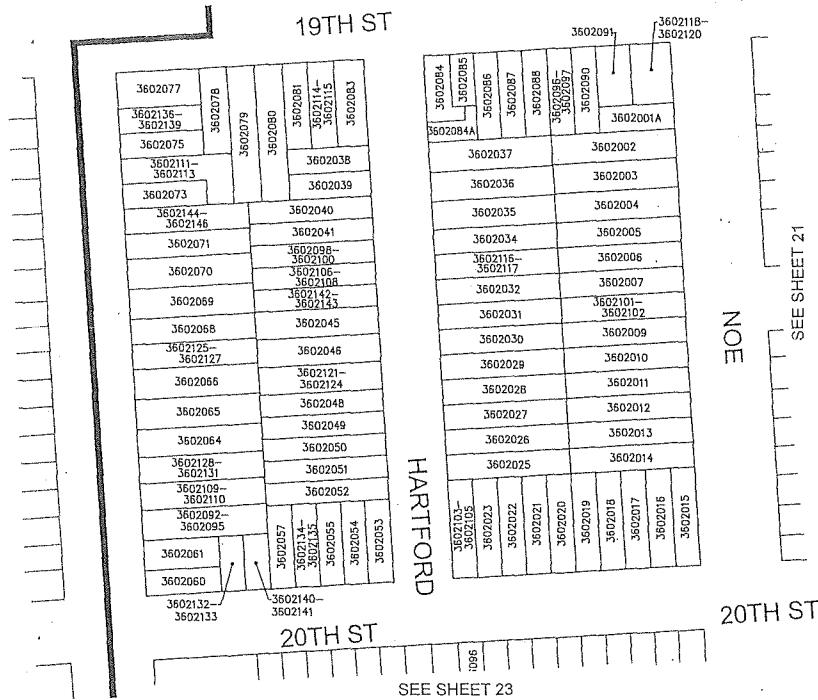
**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 22 OF 28**



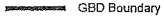
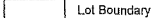


A Property and Business Improvement District  
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Under Part 7 of the California S.T.s and Highways Code  
("Property and Business Improvement District Law of 1994," §§36600 et seq.)  
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SEE SHEET 15



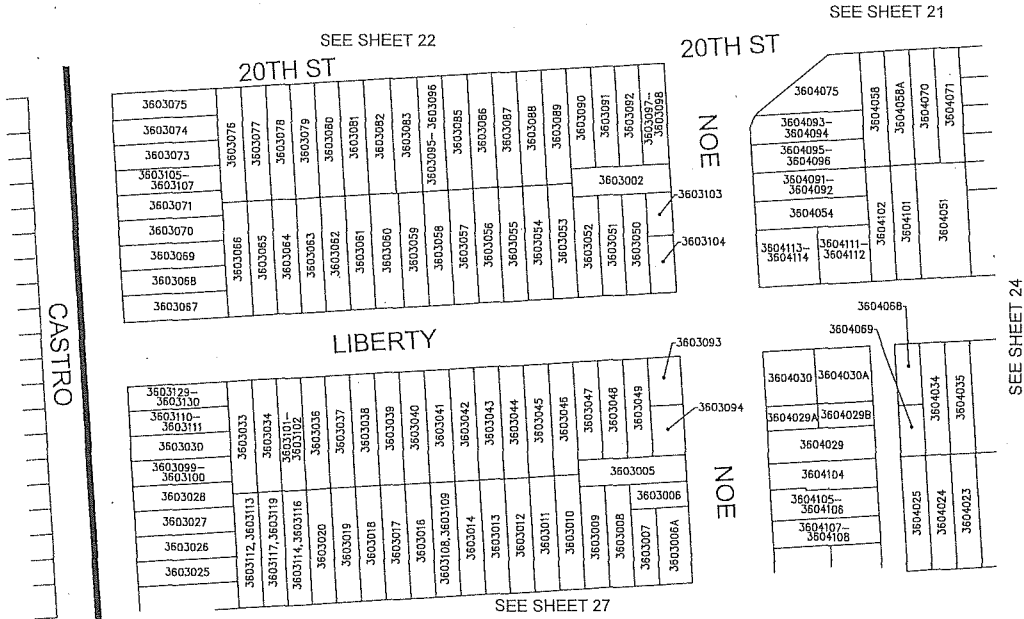
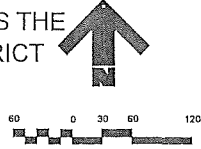
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- LEGEND**
-  GBD Boundary
  -  Lot Boundary
  -  Block Number
  -  Lot Number

**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 23 OF 28**



A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
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and Article 15A of the San Francisco Business and Tax Regulations Code





**LEGEND**

	GBD Boundary
	Lot Boundary
	Block Number
	Lot Number

**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT**

SHEET 24 OF 28

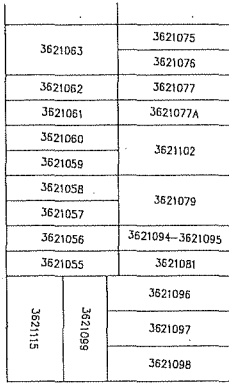
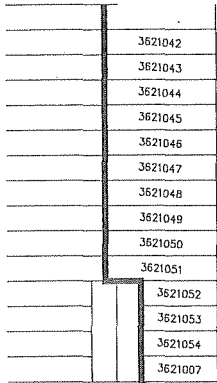


A Property and Business Improvement District  
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and Article 15A of the San Francisco Business and Tax Regulations Code

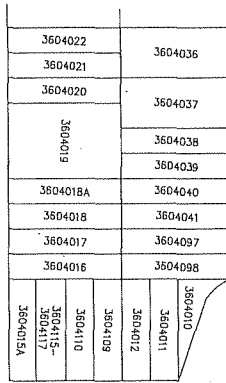


SEE SHEET 27

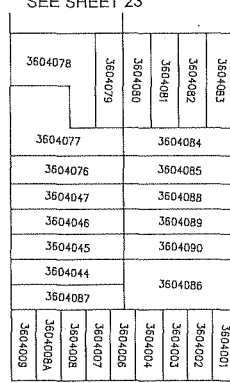
SEE SHEET 23



21ST ST



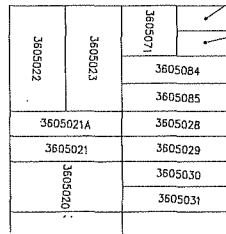
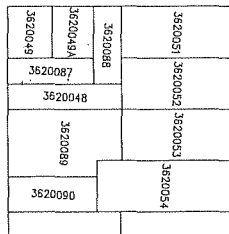
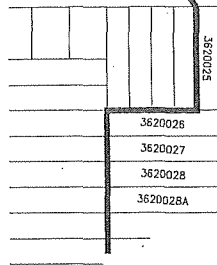
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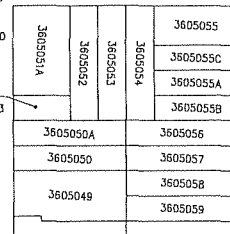
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SEE SHEET 12

SANCHEZ







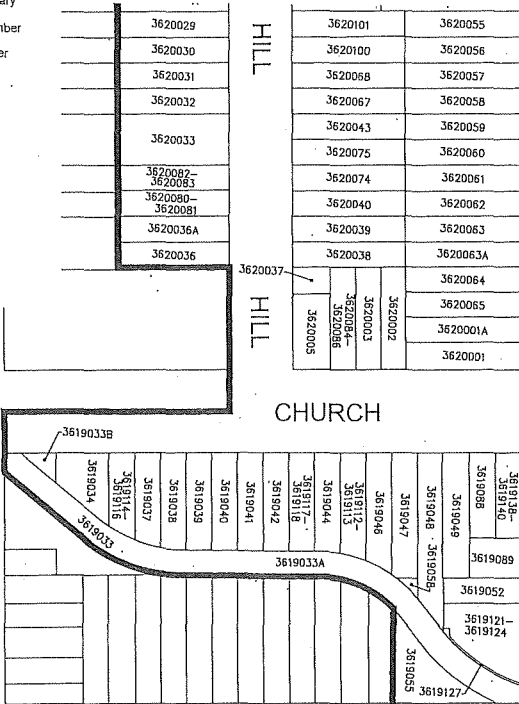
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20TH ST

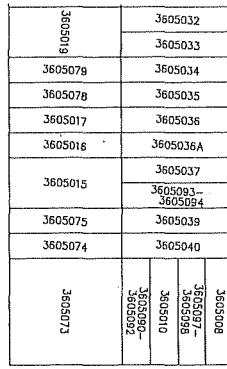
SEE SHEET 25

- LEGEND**
-  GBD Boundary
  -  Lot Boundary
  -  Block Number
  -  Lot Number



SEE SHEET 24

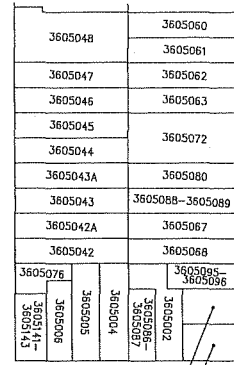
21ST ST



LIBERTY

20TH ST

SEE SHEET 21



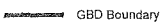
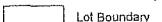
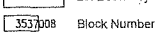
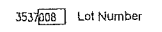
SEE SHEET 26

21ST ST

**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT  
SHEET 25 OF 28**

A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
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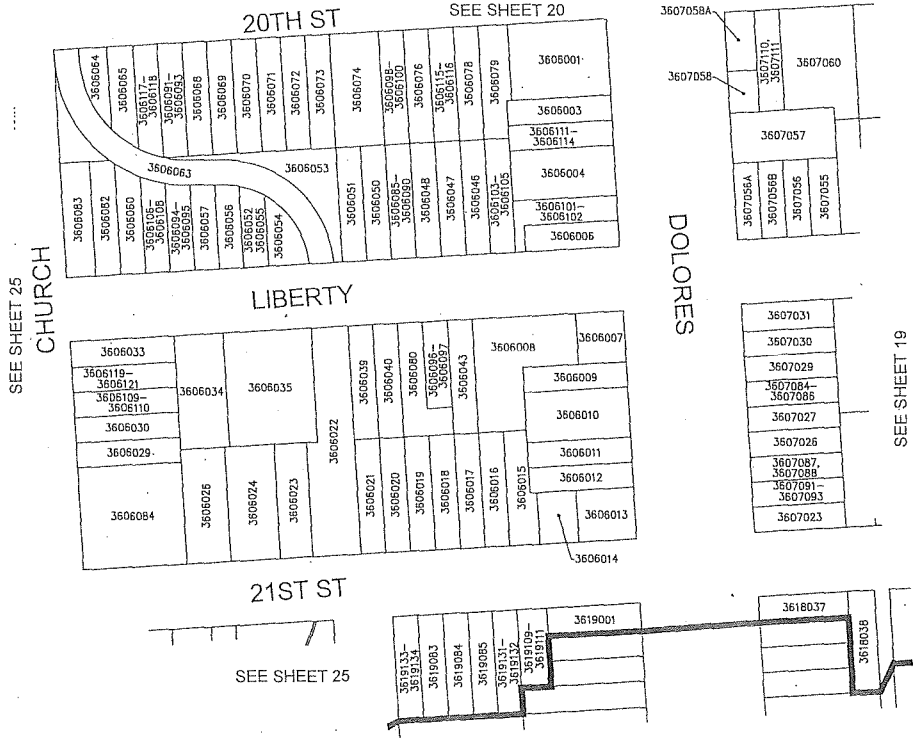
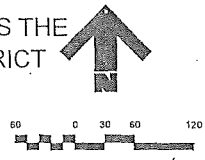






- LEGEND**
-  GBD Boundary
  -  Lot Boundary
  -  Block Number
  -  Lot Number

**ASSESSMENT DIAGRAM**  
**FOR THE ASSESSMENT DISTRICT KNOWN AS THE**  
**MISSION DOLORES GREEN BENEFIT DISTRICT**  
**SHEET 26 OF 28**



A Property and Business Improvement District  
 Established in the City and County of San Francisco, State of California,  
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 ("Property and Business Improvement District Law of 1994," §§36600 et seq.)  
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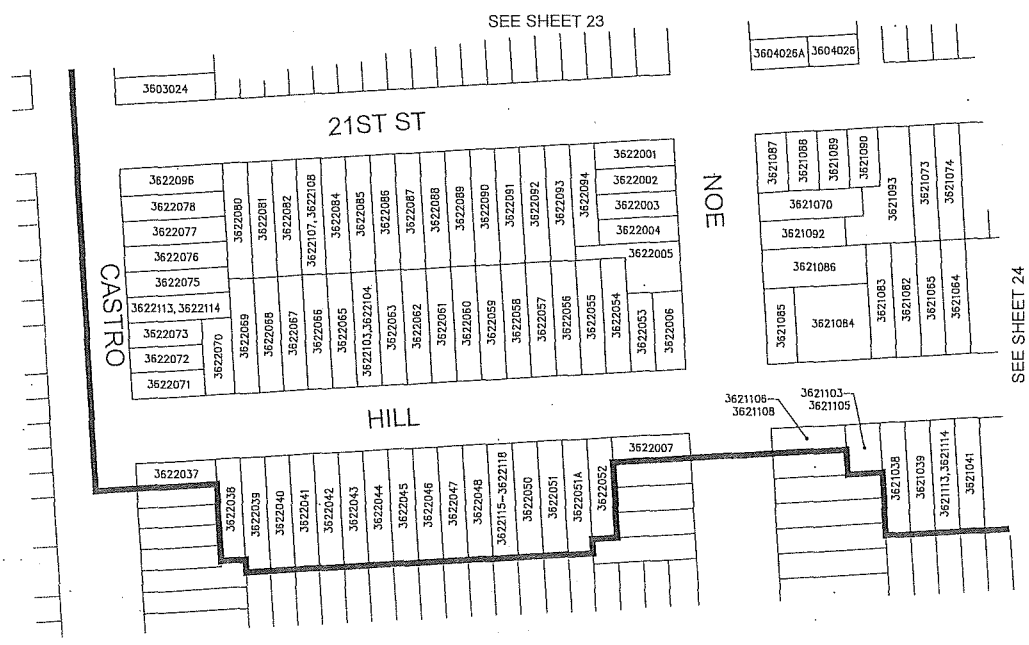


- LEGEND**
-  GBD Boundary
  -  Lot Boundary
  -  3537008 Block Number
  -  3537008 Lot Number

### ASSESSMENT DIAGRAM FOR THE ASSESSMENT DISTRICT KNOWN AS THE MISSION DOLORES GREEN BENEFIT DISTRICT SHEET 27 OF 28



A Property and Business Improvement District  
Established in the City and County of San Francisco, State of California,  
Under Part 7 of the California Streets and Highways Code  
("Property and Business Improvement District Law of 1994," §§36500 et seq.)  
and Article 15A of the San Francisco Business and Tax Regulations Code







SEE SHEET 23

SEE SHEET 24

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LEGEND

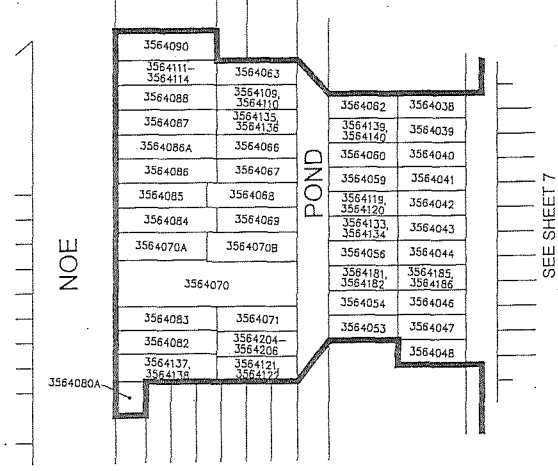
-  GBD Boundary
-  Lot Boundary
-  Block Number
-  Lot Number

**ASSESSMENT DIAGRAM  
FOR THE ASSESSMENT DISTRICT KNOWN AS THE  
MISSION DOLORES GREEN BENEFIT DISTRICT**

SHEET 28 OF 28



A Property and Business Improvement District  
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## APPENDIX C: Base Level of City Services

### San Francisco Recreation and Parks Department

Dolores Park, Mission Pool, and Mission Playground are San Francisco Recreation and Parks Department (“RPD”) properties within the boundaries of the proposed Mission Dolores GBD. RPD is responsible for custodial and horticultural services, programming, and facilities maintenance at each property according to the standards set forth by voter-approved *Proposition C: Street, Sidewalk, and Park Maintenance Standards Program*.

Any Mission Dolores GBD-proposed improvements or activities on RPD property would require the approval of the San Francisco Recreation and Parks Department.

### San Francisco Public Works

SERVICES	FREQUENCY	DESCRIPTION
Mechanical Street Sweep	Daily	Street curb to street curb.
Litter Patrol	Daily	The area is served by Zone D, scheduled 7 days per week, 6 AM to 3 PM.
Graffiti Removal	As needed, or per 311 service request.	Public graffiti is removed on an as-needed basis per 311 service request.  A private property graffiti inspector is assigned to Zone D to report Notices of Violation to remove instances of graffiti on private property.
Public Litter Receptacles	As needed, or per 311 service request.	Public litter receptacles on the following corridors are steam cleaned on a weekly, monthly, or quarterly basis: - Valencia Street (16th to 22nd Street): Weekly - Dolores Street (17th to 22nd Street): Monthly - Castro Street (19th to 22nd Street): Monthly - Church Street (Market to 22nd Street): Monthly - 18th Street (Noe to Valencia Street): Quarterly
Code Enforcement: Environmental, Safety, and Cleanliness Laws	As needed, or per 311 service request.	An Outreach and Code Enforcement Officer is assigned to Zone D to inform and report code violations in the public right-of-way.
Sidewalk Steam Cleaning/Pressure Washing	As needed, for public health hazards reported via 311 service request.	Sidewalks are the responsibility of private property owners. Public Works responds to steam cleaning requests to abate public health hazards, including human feces and animal waste.
Street Trees	Three to five year pruning cycle.	Beginning 2020, Public Works will maintain City street trees on a three to five year pruning cycle, depending on the tree species. City-planted replacement street trees are watered regularly during the first three years of tree establishment.
Landscaped Medians: Horticultural	On an as-needed basis, approx. 2x per year.	Plant pruning, plant replacement, turf care.
Landscaped Medians: Custodial	On an as-needed basis, approx. 1x per month.	Litter and debris removal.

## APPENDIX D: Community Engagement Process

### Community Outreach to Develop Service Plan

The service plan for the Mission Dolores GBD outlined in this Management Plan reflects an extensive outreach process done by the Mission Dolores GBD Formation Committee, and the committee's closely collaborating strategic partner, the San Francisco Parks Alliance (SFPA). In addition to ongoing engagement with neighbors on the topic of establishing a Mission Dolores GBD, the Formation Committee performed an extensive survey using designed by Boston Research Technologies (BRT), a professional survey consultant, and reviewed the Formation Committee and SFPA. The Formation Committee also hosted several public workshops to gain insight on current issues from residents, businesses, and property owners, in addition to informational sessions with neighborhood organizations and community members to solicit feedback on the services and boundaries for the GBD.

### Neighborhood-wide GBD Survey (September 2018 – November 2018)

- Professionally-designed survey, courtesy Boston Research Technologies
- Formation Committee members conducted door-to-door outreach, posted and passed out flyers, and notified their respective networks and membership lists
- Over 600 responses from residential & commercial property owners & tenants in the study area
- See Appendix E for MD GBD Survey Summary Report.

### Public Stakeholder Workshops (September 2018 – April 2019)

The Formation Committee hosted 6 stakeholder workshops: 3 Community Meetings (1 introductory session, 1 service brainstorming workshop, and 1 survey report-back session following the Community Needs Survey, to receive additional community feedback about priorities and services), and 3 Information Sessions following the development of a draft management plan and budget.

- *Community Meeting 1:* Introductory Meeting, September 17<sup>th</sup>, 2018, Dolores Park Church
- *Community Meeting 2:* Information Session & Services Workshop, October 10<sup>th</sup>, 2018, Dolores Park Church
- *Community Meeting 3:* Survey Report Back & Next Steps, November 15<sup>th</sup>, 2018, Dolores Park Church
- *Information Session 1:* Pre-Petition, April 11<sup>th</sup>, 2019, Manny's, 3092 16<sup>th</sup> Street
- *Information Session 2:* Pre-Petition, April 17<sup>th</sup>, 2019, Tom & Dave's house, 3841 20<sup>th</sup> Street
- *Information Session 3:* Pre-Petition, April 23<sup>rd</sup>, 2019, Dolores Park Church

### Stakeholder and Neighborhood Outreach (March 2018 – Ongoing as of March 2019)

- Ongoing e-mail communications, 441 subscribers
- Postcards mailed to all property owners within the GBD boundary area
- Outreach and meetings with neighborhood stakeholders:
  - Non-Profit Housing Groups (Mercy Housing, Bridge Housing, Mission Housing Development Corporation, etc.)
  - Mission Dolores Neighborhood Association (MDNA)
  - Liberty Hill Neighborhood Association (LHNA)
  - Eureka Valley Neighborhood Association (EVNA)
  - Dolores Heights Improvement Club (DHIC)
  - Dolores Park Ambassadors
  - Dolores Heights Neighborhood Partnership (DHNP), Quarterly Meeting

- Neighborhood Action Group (NAG)
- Valencia Corridor Merchants Association (VCMA)
- Dolores Park Works
- Sharon Street Neighborhood Group
- Children's Day School
- San Francisco Friends School
- Mission Dolores Academy
- Misión San Francisco de Asís
- Dolores Park Church
- Annunciation Greek Orthodox Cathedral
- Cornerstone Church – Mission Campus
- Ritual Coffee
- Bi-Rite Market
- Sunday Streets
- Neighbor-to-neighbor meetings with individual property owners



**Leger, Cheryl (BOS)**

---

**From:** JOHN HOOPER <hooparb@aol.com>  
**Sent:** Friday, June 14, 2019 6:47 PM  
**To:** Thompson, Marianne (ECN)  
**Cc:** Goldberg, Jonathan (DPW); Heckel, Hank (MYR); SOTF, (BOS)  
**Subject:** Re: Additional OEWD docs.

Will do and thanks for the offer.

John Hooper

> On Jun 14, 2019, at 6:28 PM, Thompson, Marianne (ECN) <marianne.thompson@sfgov.org> wrote:

>

> Thank you John.

>

> Please let me know if you would like to meet and discuss.

>

> M.

>

> Sent from my iPhone

>

>> On Jun 14, 2019, at 4:47 PM, JOHN HOOPER <hooparb@aol.com> wrote:

>>

>> Thank you, Marianne and I will review your documents next week.

>>

>> Sincerely,

>>

>> John Hooper

>>

>>> On Jun 14, 2019, at 3:50 PM, Thompson, Marianne (ECN) <marianne.thompson@sfgov.org> wrote:

>>>

>>> Good afternoon Hooper,

>>>

>>> I hope that your emergency concludes safely.

>>>

>>> I am attaching the final agreement with OEWD and SF Parks Alliance along with all of the deliverables, which would be the work product that would have been given to OEWD. I think that by sending this in a separate e-mail and not contained within my previous 25 responses, may create clarity around their work.

>>>

>>> I believe that this should answer your question regarding the documents that would be available from the Park Alliance.

>>>

>>> I have made myself available to Mr. Sullivan for a face-to-face meeting, and would likewise offer the same to you.

>>>

>>> Have a good weekend,

>>> M.

>>>

>>> Marianne Mazzucco Thompson

>>> Office of Economic and Workforce Development City Hall, Room 448

>>> 1 Dr. Carlton B. Goodlett Place  
>>> San Francisco, CA 94102  
>>> P: 415-554-6297  
>>> E: Marianne.Thompson@sfgov.org

>>>  
>>>  
>>>

>>> -----Original Message-----  
>>> From: JOHN HOOPER <hooparb@aol.com>  
>>> Sent: Tuesday, June 11, 2019 1:22 PM  
>>> To: Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>  
>>> Cc: Goldberg, Jonathan (DPW) <jonathan.goldberg@sfdpw.org>  
>>> Subject: Thank you for helping with SOTF!

>>>  
>>>

>>> This message is from outside the City email system. Do not open links or attachments from untrusted sources.

>>>  
>>>  
>>>

>>> Hi Marianne: I appreciate your taking the time to forward to Cheryl at SOTF the documents you had send me on 3/25/19 in response to a 2/11/19 PRA request. I am out of town on an emergency basis and do not have access to the OEWD emails.

>>>

>>> I am sorry we got off to a less than optimal start after the recent SOTF hearing at which I attempted to introduce myself.

>>>

>>> My intent, with both you and Jonathan Goldberg, was to make it clear that, though we may disagree on a given policy matter, I have nothing but high regard for City employees and the important work you do.

>>>

>>> However, I consider it inappropriate for public employees to refuse to speak to a member of the public as both you and Jonathan did with me on the occasion in question.

>>>

>>> I look forward to working cordially with you in the future.

>>>

>>> Sincerely,

>>>

>>> John Hooper

>>> <Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing  
>>> Package - sample.pdf> <Deliverable 5 - Mission Dolores GBD Proof of  
>>> Petition Mailing Package.pdf> <Deliverable 1 - Buena Vista Survey  
>>> Report.pdf> <Deliverable 2 - Feasibility Survey Report (DP).pdf>  
>>> <Deliverable 3 - Mission Dolores GBD Final Management Plan.pdf>  
>>> <Deliverable 4 - Mission Dolores GBD Final Engineer's Report.pdf>  
>>> <Deliverable 8 - Inner Sunset GBD - Letter to Property Owners  
>>> (IS).pdf> <Deliverable 8 - Inner Sunset GBD - Letter to Property  
>>> Owners (IS).pdf>  
>>> <G-100 SFPA GBDs OEWD contract\_scope of work.pdf>

>>>  
>

## Leger, Cheryl (BOS)

---

**From:** Thompson, Marianne (ECN)  
**Sent:** Friday, June 14, 2019 6:29 PM  
**To:** JOHN HOOPER  
**Cc:** Goldberg, Jonathan (DPW); Heckel, Hank (MYR); SOTF, (BOS)  
**Subject:** Re: Additional OEWD docs.

Thank you John.

Please let me know if you would like to meet and discuss.

M.

Sent from my iPhone

> On Jun 14, 2019, at 4:47 PM, JOHN HOOPER <hooparb@aol.com> wrote:

>

> Thank you, Marianne and I will review your documents next week.

>

> Sincerely,

>

> John Hooper

>

>> On Jun 14, 2019, at 3:50 PM, Thompson, Marianne (ECN) <marianne.thompson@sfgov.org> wrote:

>>

>> Good afternoon Hooper,

>>

>> I hope that your emergency concludes safely.

>>

>> I am attaching the final agreement with OEWD and SF Parks Alliance along with all of the deliverables, which would be the work product that would have been given to OEWD. I think that by sending this in a separate e-mail and not contained within my previous 25 responses, may create clarity around their work.

>>

>> I believe that this should answer your question regarding the documents that would be available from the Park Alliance.

>>

>> I have made myself available to Mr. Sullivan for a face-to-face meeting, and would likewise offer the same to you.

>>

>> Have a good weekend,

>> M.

>>

>> Marianne Mazzucco Thompson

>> Office of Economic and Workforce Development City Hall, Room 448

>> 1 Dr. Carlton B. Goodlett Place

>> San Francisco, CA 94102

>> P: 415-554-6297

>> E: Marianne.Thompson@sfgov.org

>>

>>

>>

>> -----Original Message-----

>> From: JOHN HOOPER <hooparb@aol.com>

>> Sent: Tuesday, June 11, 2019 1:22 PM

>> To: Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>

>> Cc: Goldberg, Jonathan (DPW) <jonathan.goldberg@sfdpw.org>

>> Subject: Thank you for helping with SOTF!

>>

>>

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>>

>>

>>

>> Hi Marianne: I appreciate your taking the time to forward to Cheryl at SOTF the documents you had send me on 3/25/19 in response to a 2/11/19 PRA request. I am out of town on an emergency basis and do not have access to the OEWD emails.

>>

>> I am sorry we got off to a less than optimal start after the recent SOTF hearing at which I attempted to introduce myself.

>>

>> My intent, with both you and Jonathan Goldberg, was to make it clear that, though we may disagree on a given policy matter, I have nothing but high regard for City employees and the important work you do.

>>

>> However, I consider it inappropriate for public employees to refuse to speak to a member of the public as both you and Jonathan did with me on the occasion in question.

>>

>> I look forward to working cordially with you in the future.

>>

>> Sincerely,

>>

>> John Hooper

>> <Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing Package

>> - sample.pdf> <Deliverable 5 - Mission Dolores GBD Proof of Petition

>> Mailing Package.pdf> <Deliverable 1 - Buena Vista Survey Report.pdf>

>> <Deliverable 2 - Feasibility Survey Report (DP).pdf> <Deliverable 3 -

>> Mission Dolores GBD Final Management Plan.pdf> <Deliverable 4 -

>> Mission Dolores GBD Final Engineer's Report.pdf> <Deliverable 8 -

>> Inner Sunset GBD - Letter to Property Owners (IS).pdf> <Deliverable 8

>> - Inner Sunset GBD - Letter to Property Owners (IS).pdf>

>> <G-100 SFPA GBDs OEWD contract\_scope of work.pdf>

>

**Leger, Cheryl (BOS)**

---

**From:** JOHN HOOPER <hooparb@aol.com>  
**Sent:** Friday, June 14, 2019 4:48 PM  
**To:** Thompson, Marianne (ECN)  
**Cc:** Goldberg, Jonathan (DPW); Heckel, Hank (MYR); SOTF, (BOS)  
**Subject:** Additional OEWD docs.

Thank you, Marianne and I will review your documents next week.

Sincerely,

John Hooper

> On Jun 14, 2019, at 3:50 PM, Thompson, Marianne (ECN) <marianne.thompson@sfgov.org> wrote:

>

> Good afternoon Hooper,

>

> I hope that your emergency concludes safely.

>

> I am attaching the final agreement with OEWD and SF Parks Alliance along with all of the deliverables, which would be the work product that would have been given to OEWD. I think that by sending this in a separate e-mail and not contained within my previous 25 responses, may create clarity around their work.

>

> I believe that this should answer your question regarding the documents that would be available from the Park Alliance.

>

> I have made myself available to Mr. Sullivan for a face-to-face meeting, and would likewise offer the same to you.

>

> Have a good weekend,

> M.

>

> Marianne Mazzucco Thompson

> Office of Economic and Workforce Development City Hall, Room 448

> 1 Dr. Carlton B. Goodlett Place

> San Francisco, CA 94102

> P: 415-554-6297

> E: Marianne.Thompson@sfgov.org

>

>

>

> -----Original Message-----

> From: JOHN HOOPER <hooparb@aol.com>

> Sent: Tuesday, June 11, 2019 1:22 PM

> To: Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>

> Cc: Goldberg, Jonathan (DPW) <jonathan.goldberg@sfdpw.org>

> Subject: Thank you for helping with SOTF!

>

>

> This message is from outside the City email system. Do not open links or attachments from untrusted sources.

>  
>  
>

> Hi Marianne: I appreciate your taking the time to forward to Cheryl at SOTF the documents you had send me on 3/25/19 in response to a 2/11/19 PRA request. I am out of town on an emergency basis and do not have access to the OEWD emails.

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> I am sorry we got off to a less than optimal start after the recent SOTF hearing at which I attempted to introduce myself.

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> My intent, with both you and Jonathan Goldberg, was to make it clear that, though we may disagree on a given policy matter, I have nothing but high regard for City employees and the important work you do.

>

> However, I consider it inappropriate for public employees to refuse to speak to a member of the public as both you and Jonathan did with me on the occasion in question.

>

> I look forward to working cordially with you in the future.

>

> Sincerely,

>

> John Hooper

> <Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing Package,

> - sample.pdf> <Deliverable 5 - Mission Dolores GBD Proof of Petition

> Mailing Package.pdf> <Deliverable 1 - Buena Vista Survey Report.pdf>

> <Deliverable 2 - Feasibility Survey Report (DP).pdf> <Deliverable 3 -

> Mission Dolores GBD Final Management Plan.pdf> <Deliverable 4 -

> Mission Dolores GBD Final Engineer's Report.pdf> <Deliverable 8 -

> Inner Sunset GBD - Letter to Property Owners (IS).pdf> <Deliverable 8

> - Inner Sunset GBD - Letter to Property Owners (IS).pdf>

> <G-100 SFPA GBDs OEWD contract\_scope of work.pdf>

**Leger, Cheryl (BOS)**

---

**From:** Heckel, Hank (MYR)  
**Sent:** Monday, May 3, 2021 2:33 PM  
**To:** SOTF, (BOS)  
**Cc:** Thompson, Marianne (ECN)  
**Subject:** FW: 21 records requests re: green benefits districts - Immediate Disclosure Request  
**Attachments:** 21 Records Requests.pdf; RE\_ Funding Request - OEWD GBD Grant 1.pdf; Re\_ Funding Request - OEWD GBD Grant\_Redacted.pdf; Re\_ Funding Request - OEWD GBD Grant.pdf; G-100 SFPA GBDs OEWD contract\_scope and budget.pdf; Deliverable 2 - Feasibility Survey Report (DP).pdf

FYI SOTF:

**From:** Heckel, Hank (MYR)  
**Sent:** Monday, May 3, 2021 2:26 PM  
**To:** JOHN HOOPER <hooparb@aol.com>  
**Cc:** Thompson, Marianne (ECN) <marianne.thompson@sfgov.org>  
**Subject:** FW: 21 records requests re: green benefits districts - Immediate Disclosure Request

Dear Mr. Hooper,

Please see the attached supplemental files responsive to Category 7 on your list of GBD related items.

**From:** MayorSunshineRequests, MYR (MYR)  
**Sent:** Tuesday, April 13, 2021 10:45 PM  
**To:** Anonymous Records Requester <arecordsrequestor@protonmail.com>  
**Cc:** MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>  
**Subject:** FW: 21 records requests re: green benefits districts - Immediate Disclosure Request

Anonymous,

Further to OEWD's response to the 21 records requests referenced below, please see the attached supplemental files that are responsive to Request 7 on your list.

Please note that certain contact information has been redacted to protect personal privacy pursuant to Cal. Gov. Code 6254(c) and 6254(k) and Article 1 and Section 1 of the California Constitution.

Regards,

Hank Heckel  
Compliance Officer  
Office of the Mayor  
City and County of San Francisco

## Leger, Cheryl (BOS)

---

**From:** Heckel, Hank (MYR)  
**Sent:** Monday, May 3, 2021 2:29 PM  
**To:** JOHN HOOPER  
**Cc:** Thompson, Marianne (ECN); SOTF, (BOS)  
**Subject:** FW: 21 records requests re: green benefits districts - Immediate Disclosure Request  
**Attachments:** Deliverable 8 - Inner Sunset GBD - Letter to Property Owners (IS).pdf; Deliverable 1 - Buena Vista Survey Report.pdf

Dear Mr. Hooper,

Please see the attached supplemental files responsive to Category 8 on your list of GBD related items.

**From:** Heckel, Hank (MYR)  
**Sent:** Thursday, April 22, 2021 1:27 PM  
**To:** MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; Anonymous Records Requester <arecordsrequestor@protonmail.com>  
**Subject:** RE: 21 records requests re: green benefits districts - Immediate Disclosure Request

Anonymous,

Further to OEWD's response to the 21 records requests referenced below, please see the attached supplemental files that are also responsive to Request 8 on your list.

Regards,

Hank Heckel  
Compliance Officer  
Office of the Mayor  
City and County of San Francisco

**From:** MayorSunshineRequests, MYR (MYR)  
**Sent:** Tuesday, April 13, 2021 11:02 PM  
**To:** Anonymous Records Requester <arecordsrequestor@protonmail.com>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>  
**Subject:** FW: 21 records requests re: green benefits districts - Immediate Disclosure Request

Anonymous,

Further to OEWD's response to the 21 records requests referenced below, please see the attached supplemental files that are responsive to Request 8 on your list.

Please note that certain contact information has been redacted to protect personal privacy pursuant to Cal. Gov. Code 6254(c) and 6254(k) and Article 1 and Section 1 of the California Constitution.

Regards,

Hank Heckel



## Leger, Cheryl (BOS)

---

**From:** Heckel, Hank (MYR)  
**Sent:** Monday, May 3, 2021 2:29 PM  
**To:** JOHN HOOPER  
**Cc:** Thompson, Marianne (ECN); SOTF, (BOS)  
**Subject:** FW: 21 records requests re: green benefits districts - Immediate Disclosure Request  
**Attachments:** Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing Package - samples.pdf; Deliverable 3 - Mission Dolores GBD Final Management Plan.pdf; G-100 SFPA GBDs OEWD contract\_scope and budget (1).pdf; Funding Request 5.10.19.pdf; Deliverable 6 - Assessment - FINAL V7 4-8-2019.pdf; Deliverable 6 - Assessment - FINAL V7 4-8-2019 Budget Tab.pdf; Deliverable 6 - Assessment - FINAL V7 4-8-2019 Budget Tab.pdf; Re\_2 Funding Request - OEWD GBD Grant.pdf; RE\_1 Funding Request - OEWD GBD Grant.pdf; Deliverable 4 - Mission Dolores GBD Final Engineer's Report\_Redacted.pdf

Dear Mr. Hooper,

Please see the attached supplemental files responsive to Category 11 on your list of GBD related items.

**From:** Heckel, Hank (MYR)  
**Sent:** Thursday, April 22, 2021 4:45 PM  
**To:** MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; Anonymous Records Requester <arecordsrequestor@protonmail.com>  
**Subject:** RE: 21 records requests re: green benefits districts - Immediate Disclosure Request

Anonymous,

Further to OEWD's response to the 21 records requests referenced below, please see the attached supplemental files that are responsive to Request 11 on your list.

Please note that certain personal information has been redacted to protect personal privacy pursuant to Cal. Gov. Code 6254(c) and 6254(k) and Article 1 and Section 1 of the California Constitution. For example, residential property owners' names and family trusts have been redacted in the Engineer's Report for that reason.

Please note that these supplemental files did not exist at the time of Mr. Hooper's original February 2019 request. We will provide them to him as a courtesy.

Regards,

Hank Heckel  
Compliance Officer  
Office of the Mayor  
City and County of San Francisco

**From:** Heckel, Hank (MYR)  
**Sent:** Thursday, April 22, 2021 1:27 PM  
**To:** MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; Anonymous Records Requester

**Leger, Cheryl (BOS)**

---

**From:** Heckel, Hank (MYR)  
**Sent:** Monday, May 3, 2021 2:30 PM  
**To:** JOHN HOOPER  
**Cc:** Thompson, Marianne (ECN); SOTF, (BOS)  
**Subject:** FW: 21 records requests re: green benefits districts - Immediate Disclosure Request  
**Attachments:** Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing Package - samples.pdf; Deliverable 3 - Mission Dolores GBD Final Management Plan.pdf; G-100 SFPA GBDs OEWD contract\_scope and budget (1).pdf; Funding Request 5.10.19.pdf; Deliverable 6 - Assessment - FINAL V7 4-8-2019.pdf; Deliverable 6 - Assessment - FINAL V7 4-8-2019 Budget Tab.pdf; Deliverable 6 - Assessment - FINAL V7 4-8-2019 Budget Tab.pdf; Re\_2 Funding Request - OEWD GBD Grant.pdf; RE\_1 Funding Request - OEWD GBD Grant.pdf; Deliverable 4 - Mission Dolores GBD Final Engineer's Report\_Redacted.pdf

Dear Mr. Hooper,

Please see the attached supplemental files responsive to Category 12 on your list of GBD related items.

**From:** Heckel, Hank (MYR)  
**Sent:** Thursday, April 22, 2021 4:48 PM  
**To:** MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; Anonymous Records Requester <arecordsrequestor@protonmail.com>  
**Subject:** FW: 21 records requests re: green benefits districts - Immediate Disclosure Request

Anonymous,

Further to OEWD's response to the 21 records requests referenced below, please see the attached supplemental files that are responsive to Request 12 on your list.

Please note that certain personal information has been redacted to protect personal privacy pursuant to Cal. Gov. Code 6254(c) and 6254(k) and Article 1 and Section 1 of the California Constitution. For example, residential property owners' names and family trusts have been redacted in the Engineer's Report for that reason.

Please note that these supplemental files did not exist at the time of Mr. Hooper's original February 2019 request. We will provide them to him as a courtesy.

Regards,

Hank Heckel  
Compliance Officer  
Office of the Mayor  
City and County of San Francisco

**From:** Heckel, Hank (MYR)  
**Sent:** Thursday, April 22, 2021 4:45 PM  
**To:** MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; Anonymous Records Requester

**Leger, Cheryl (BOS)**

---

**From:** Heckel, Hank (MYR)  
**Sent:** Monday, May 3, 2021 2:30 PM  
**To:** JOHN HOOPER  
**Cc:** Thompson, Marianne (ECN); SOTF, (BOS)  
**Subject:** FW: 21 records requests re: green benefits districts - Immediate Disclosure Request  
**Attachments:** Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing Package - samples.pdf; Deliverable 3 - Mission Dolores GBD Final Management Plan.pdf; G-100 SFPA GBDs OEWD contract\_scope and budget (1).pdf; Funding Request 5.10.19.pdf; Deliverable 6 - Assessment - FINAL V7 4-8-2019.pdf; Deliverable 6 - Assessment - FINAL V7 4-8-2019 Budget Tab.pdf; Deliverable 6 - Assessment - FINAL V7 4-8-2019 Budget Tab.pdf; Re\_2 Funding Request - OEWD GBD Grant.pdf; RE\_1 Funding Request - OEWD GBD Grant.pdf; Deliverable 4 - Mission Dolores GBD Final Engineer's Report\_Redacted.pdf; Mission Dolores GBD - Grant Close-Out.pdf

Dear Mr. Hooper,

Please see the attached supplemental files responsive to Category 15 on your list of GBD related items.

**From:** MayorSunshineRequests, MYR (MYR)  
**Sent:** Thursday, April 22, 2021 4:51 PM  
**To:** 'Anonymous Records Requester' <arecordsrequestor@protonmail.com>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>  
**Subject:** FW: 21 records requests re: green benefits districts - Immediate Disclosure Request

Anonymous,

Further to OEWD's response to the 21 records requests referenced below, please see the attached supplemental files that are responsive to Request 15 on your list.

Please note that certain personal information has been redacted to protect personal privacy pursuant to Cal. Gov. Code 6254(c) and 6254(k) and Article 1 and Section 1 of the California Constitution. For example, residential property owners' names and family trusts have been redacted in the Engineer's Report for that reason.

Please note that these supplemental files did not exist at the time of Mr. Hooper's original February 2019 request. We will provide them to him as a courtesy.

Regards,

Hank Heckel  
Compliance Officer  
Office of the Mayor  
City and County of San Francisco

**From:** Heckel, Hank (MYR)  
**Sent:** Thursday, April 22, 2021 4:48 PM  
**To:** MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; Anonymous Records Requester

## Leger, Cheryl (BOS)

---

**From:** Heckel, Hank (MYR)  
**Sent:** Monday, May 3, 2021 2:31 PM  
**To:** JOHN HOOPER  
**Cc:** Thompson, Marianne (ECN); SOTF, (BOS)  
**Subject:** FW: 21 records requests re: green benefits districts - Immediate Disclosure Request  
**Attachments:** Deliverable 5 - Mission Dolores GBD Proof of Petition Mailing Package - samples.pdf; Deliverable 3 - Mission Dolores GBD Final Management Plan.pdf; G-100 SFPA GBDs OEWD contract\_scope and budget (1).pdf; Funding Request 5.10.19.pdf; Deliverable 6 - Assessment - FINAL V7 4-8-2019.pdf; Deliverable 6 - Assessment - FINAL V7 4-8-2019 Budget Tab.pdf; Deliverable 6 - Assessment - FINAL V7 4-8-2019 Budget Tab.pdf; Re\_2 Funding Request - OEWD GBD Grant.pdf; RE\_1 Funding Request - OEWD GBD Grant.pdf; Deliverable 4 - Mission Dolores GBD Final Engineer's Report\_Redacted.pdf

Dear Mr. Hooper,

Please see the attached supplemental files responsive to Category 16 on your list of GBD related items.

**From:** MayorSunshineRequests, MYR (MYR)  
**Sent:** Thursday, April 22, 2021 4:56 PM  
**To:** 'Anonymous Records Requester' <arecordsrequestor@protonmail.com>; MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>  
**Subject:** FW: 21 records requests re: green benefits districts - Immediate Disclosure Request

Anonymous,

Further to OEWD's response to the 21 records requests referenced below, please see the attached supplemental files that are responsive to Request 16 on your list.

Please note that certain personal information has been redacted to protect personal privacy pursuant to Cal. Gov. Code 6254(c) and 6254(k) and Article 1 and Section 1 of the California Constitution. For example, residential property owners' names and family trusts have been redacted in the Engineer's Report for that reason.

Please note that these supplemental files did not exist at the time of Mr. Hooper's original February 2019 request. We will provide them to him as a courtesy.

Regards,

Hank Heckel  
Compliance Officer  
Office of the Mayor  
City and County of San Francisco

**From:** Heckel, Hank (MYR)  
**Sent:** Thursday, April 22, 2021 4:45 PM  
**To:** MayorSunshineRequests, MYR (MYR) <mayorsunshinerequests@sfgov.org>; Anonymous Records Requester <arecordsrequestor@protonmail.com>  
**Subject:** RE: 21 records requests re: green benefits districts - Immediate Disclosure Request