<table>
<thead>
<tr>
<th>Date</th>
<th>Dept/ Body</th>
<th>Action</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 24</td>
<td>OEWD</td>
<td>All materials approved by the City</td>
<td>Contingent on GRHCBD Formation Consultants submitting documents with revised edits and City Staff workload at time of submittal</td>
</tr>
<tr>
<td>April 27-</td>
<td>GRHCBD</td>
<td>Petition outreach</td>
<td>(contingent on City Approval of Docs)</td>
</tr>
<tr>
<td>May 12</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>June 2</td>
<td>GRHCBD</td>
<td>30% of weighted support received. Submit documents to OEWD for review, including cover letter, original signed petitions, spreadsheet tabulating the received petitions, and boundary map.</td>
<td></td>
</tr>
<tr>
<td>June 2</td>
<td>Kim</td>
<td>Introduce (1) Resolution of Intention (ROI) to Establish the Greater Rincon Hill CBD (GRHCBD) with petitions when 30% weighted support is received. <em>(Referred to the Land Use and Transportation (LUT))</em></td>
<td>Package to include: A) resolution, B) petitions, C) management plan, D) engineer’s report, E) ballot/affidavit, and F) assessing ballot proceedings.</td>
</tr>
<tr>
<td>June 8 1:30 p.m.</td>
<td>LUT</td>
<td>LUT Hearing to consider the (1) ROI to Establish, coming out as a Committee Report to the full Board on 6/9</td>
<td>5/29 - agenda/packet posted 6/2 - newspaper notice published</td>
</tr>
<tr>
<td>June 9 2:00 p.m.</td>
<td>BOS</td>
<td>Board of Supervisors (BOS) meeting to adopt the (1) ROI to Establish</td>
<td>Fast Trackd <em>(OEWD &amp; COB to coordinate)</em></td>
</tr>
<tr>
<td>June 12</td>
<td>Mayor &amp; COB</td>
<td>(1) ROI to Establish signed by Mayor Ed Lee (Mayor) and Clerk of the Board (COB)</td>
<td></td>
</tr>
<tr>
<td>June 12</td>
<td>COB</td>
<td>COB to sign the proposed boundary map and provide OEWD with a certified copy of the (1) ROI to Establish</td>
<td>No more than 15 days following adoption of the (1) ROI to Establish</td>
</tr>
<tr>
<td>June 12</td>
<td>DoE</td>
<td>Department of Elections mails final ballot packages to all property owners in the GRHCBD 45-Day Ballot Election Period begins DOE to provide COB with a complete sample ballot package for the legislative file</td>
<td>Package to include: A) ballot, B) mailing database, and C) proof of mailing</td>
</tr>
<tr>
<td>Date</td>
<td>Department</td>
<td>Action</td>
<td>Description</td>
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<td>------------</td>
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</tr>
<tr>
<td>June 12-19</td>
<td>OEWD</td>
<td>Record A) proposed boundary map, and B) (1) ROI to Establish</td>
<td>Provide COB with A) receipt and B) recorded copies for the legislative file</td>
</tr>
<tr>
<td></td>
<td>OEWD</td>
<td>Request CEQA Determination from the Planning Department by forwarding the (1) ROI to Establish and a determination request form</td>
<td></td>
</tr>
<tr>
<td></td>
<td>OEWD</td>
<td>Provide COB with the English version of the 3-language 7/28 Committee of the Whole (COW) hearing notice and the mailing list</td>
<td>Mailing list to include the names and addresses of all business located within the assessment district</td>
</tr>
<tr>
<td>June 23</td>
<td>Kim</td>
<td>Introduce (2) ROI to Authorize the Mayor to cast ballots on City-owned parcels</td>
<td>Referred to GAO for hearing</td>
</tr>
<tr>
<td>June 24</td>
<td>COB</td>
<td>Prepare translation of 3-language 7/28 COW hearing notice into Cantonese and Spanish</td>
<td>(SF Business and Tax Regulations Code, Article 15, Section 1511(i): 3-language notice requirements)</td>
</tr>
<tr>
<td>July 1</td>
<td>COB</td>
<td>Mail out the 3-language 7/28 COW hearing notice to all businesses located within the assessment district</td>
<td>No sooner than 30 days after the petitions were received by the COB - received: 5/19</td>
</tr>
<tr>
<td>July 2</td>
<td>GAO</td>
<td>GAO Hearing to consider (2) ROI to Authorize the Mayor to cast ballots on City-owned parcels</td>
<td></td>
</tr>
<tr>
<td>July 9</td>
<td>COB</td>
<td>Submit 7/28 COW hearing notice to the newspaper (The Examiner) for publication on 7/12</td>
<td>(Historical practice of the COB, not required)</td>
</tr>
<tr>
<td>July 12</td>
<td>COB</td>
<td>7/28 COW public hearing notice is published in the newspaper</td>
<td>Submitted on 7/9 by COB</td>
</tr>
<tr>
<td>July 14</td>
<td>BOS</td>
<td>BOS meeting to adopt (2) ROI to Authorize the Mayor to cast ballots on City-owned parcels</td>
<td></td>
</tr>
<tr>
<td>July 14</td>
<td>Kim</td>
<td>Introduce the (3) Resolution to Establish (RTE) the GRHCBD</td>
<td></td>
</tr>
<tr>
<td>July 20-24</td>
<td>OEWD</td>
<td>Retrieves signatures on City ballots</td>
<td></td>
</tr>
<tr>
<td>July 28</td>
<td>DOE</td>
<td>Balloting closes</td>
<td>45 day minimum period required</td>
</tr>
<tr>
<td>July 28</td>
<td>BOS</td>
<td>BOS sits as COW to hold public hearing on the (3) RTE, closes public comment, DOE tabulates ballots, and BOS takes final action of (3) RTE following the announcement of the ballot tabulation</td>
<td>Ballots are due to DOE by 12:00 noon and can be delivered at the hearing until the close of public comment</td>
</tr>
<tr>
<td>3:00 p.m.</td>
<td>BOS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>July 31</td>
<td>Mayor &amp; COB</td>
<td>(3) RTE is signed by Mayor and COB</td>
<td>Fast Tracked (OEWD &amp; COB to coordinate)</td>
</tr>
<tr>
<td></td>
<td>COB</td>
<td>COB signs the assessment diagram and provides three certified copies of the (3) RTE to OEWD for recordation</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>Event Description</td>
<td>Reference</td>
<td></td>
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<tr>
<td>OEWD</td>
<td>Records A) certified copy of the (3) RTE, B) management plan, and C) assessment diagram, and returns recorded copies to COB for legislative file</td>
<td></td>
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<tr>
<td>30-Day appeal period begins for (3) RTE, management plan, and assessment diagram (ends on August 30)</td>
<td>(CA Streets and Highways Code, Section 36633)</td>
<td></td>
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<tr>
<td>August 30</td>
<td>30-Day appeal period to challenge the creation of the district and levy of the assessment ends</td>
<td>(CA Streets and Highways Code, Section 36633)</td>
<td></td>
</tr>
<tr>
<td>January 1, 2016</td>
<td>Greater Rincon Hill Community Benefit District commences services</td>
<td></td>
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