

## YERBA BUENA COMMUNITY BENEFIT DISTRICT (YBCBD)

*(Property and Business Improvement District Law of 1994 - California Streets and Highways Code § 36600 et seq. and San Francisco Business and Tax Regulations Code, Article 15)*

### July 28, 2015 Board of Supervisors Hearing

(as of 4/16/2015)

Date	Dept/ Body	Action	Notes
April 1	OEWD	All materials approved by the City	
April 6 – May 1	YBCBD	Petition outreach	
May 4	YBCBD	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.	
May 12	Kim	Introduce (1) Resolution of Intention (ROI) to Establish the Yerba Buena CBD (YBCBD) with petitions when 30% weighted support is received.  <i>(Referred to the Government Audit and Oversight Committee (GAO))</i>	Package to include: A) resolution, B) petitions, C) management plan, D) engineer's report, E) ballot/affidavit, and F) assessing ballot proceedings.
May 19 10:30 a.m.	GAO	GAO Hearing to consider the (1) ROI to Establish, coming out as a <b>Committee Report</b> to the full Board on 6/9	<i>5/29 - agenda/packet posted 6/2 - newspaper notice published</i>
June 2 2:00 p.m.	BOS	Board of Supervisors (BOS) meeting to adopt the (1) ROI to Establish	
June 5	Mayor & COB	(1) ROI to Establish signed by Mayor Ed Lee (Mayor) and Clerk of the Board (COB)	Fast Tracked <i>(OEWD &amp; COB to coordinate)</i>
June 5	COB	COB to sign the proposed boundary map and provide OEWD with a certified copy of the (1) ROI to Establish	No more than 15 days following adoption of the (1) ROI to Establish
June 12	DoE	Department of Elections mails final ballot packages to all property owners in the GRHCB  <i>45-Day Ballot Election Period begins</i>  DOE to provide COB with a complete sample ballot package for the legislative file	Package to include: A) ballot, B) mailing database, and C) proof of mailing
June 12-19	OEWD	Record A) proposed boundary map, and B) (1) ROI to Establish	Provide COB with A) receipt and B) recorded copies for the legislative file
	OEWD	Request CEQA Determination from the Planning Department by forwarding the (1) ROI to Establish and a determination request form	

	OEWD	Provide COB with the English version of the 3-language 7/28 Committee of the Whole (COW) hearing notice and the mailing list	Mailing list to include the names and addresses of all business located with the assessment district
June 23	Kim	Introduce (2) ROI to Authorize the Mayor to cast ballots on City-owned parcels	<i>Referred to GAO for hearing</i>
June 24	COB	Prepare translation of 3-language 7/28 COW hearing notice into Cantonese and Spanish	<i>(SF Business and Tax Regulations Code, Article 15, Section 1511(i): 3-language notice requirements)</i>
July 1	COB	Mail out the 3-language 7/28 COW hearing notice to all businesses located within the assessment district	No sooner than 30 days after the petitions were received by the COB - received: 5/19
July 2	GAO	GAO Hearing to consider (2) ROI to Authorize the Mayor to cast ballots on City-owned parcels	
July 9	COB	Submit 7/28 COW hearing notice to the newspaper (The Examiner) for publication on 7/12	<i>(Historical practice of the COB, not required)</i>
July 12	COB	7/28 COW public hearing notice is published in the newspaper	Submitted on 7/9 by COB
July 14	BOS	BOS meeting to adopt (2) ROI to Authorize the Mayor to cast ballots on City-owner parcels	
July 14	Kim	Introduce the (3) Resolution to Establish (RTE) the YBCBD	
July 14-17	OEWD	Retrieves signatures on City ballots	
July 28	DOE	Balloting closes	45 day minimum period required
July 28 3:00 p.m.	BOS	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	Ballots are due to DOE by 12:00 noon and can be delivered at the hearing until the close of public comment
July 31	Mayor & COB	(3) RTE is signed by Mayor and COB	Fast Tracked <i>(OEWD &amp; COB to coordinate)</i>
	COB	COB signs the assessment diagram and provides three certified copies of the (3) RTE to OEWD for recordation	
	OEWD	Records A) certified copy of the (3) RTE, B) management plan, and C) assessment diagram, and returns recorded copies to COB for legislative file	
		30-Day appeal period begins for (3) RTE, management plan, and assessment diagram (ends on August 30)	<i>(CA Streets and Highways Code, Section 36633)</i>
August 30		30-Day appeal period to challenge the creation of the district and levy of the assessment ends	<i>(CA Streets and Highways Code, Section 36633)</i>
January 1, 2016		YBCBD Community Benefit District commences services in renewed and expanded district	

