

OVERVIEW OF SF'S PROPERTY-BASED BID/ CBD ESTABLISHMENT PROCESS

"VOTE #" = Stages where the Board has an opportunity to vote in support or against the BID/ CBD.

Property Owners Gather Signatures and Submit Petition

VOTE #1

- Property owners gather signatures and submit a written petition to the Board asking to start establishment proceedings.
- Must have signatures from property owners who in total will pay 30% or more of the assessments to be levied.
- *If the City owns property in the proposed district, it will participate by signing the petition. The Board authorizes the Mayor to sign petitions in the affirmative. The City will do this before all signatures are gathered.*
- No fewer than 30 days after receiving the completed petition, the Clerk sends notices of the petition to business owners.



Board Votes On Whether to Adopt Resolution of Intention to Form District

VOTE #2

- The Resolution sets the time and place for a public hearing on formation.



City Sends Notices and Ballots to Property Owners

- At least 45 days before the public hearing.



Property Owners Vote "In Favor" or "In Opposition" By Mailing Their Ballots or Delivering Them at the Public Hearing

VOTE #3

- Ballots may be changed up until the close of the public hearing.
- *If the City owns property in the proposed district, it will participate by casting ballots. The Board authorizes the Mayor to cast ballots. The City will do this before the public hearing.*



City Tabulates Ballots to Determine If a Majority Protest Exists

- To impose the assessment, in favor ballots submitted and not withdrawn must exceed opposition ballots submitted and not withdrawn. Ballots are weighted according to the amount the property owner will pay.



Board of Supervisors Votes On Whether to Adopt Resolution of Establishment

VOTE #4