



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: John Ristow
Matt Cano

SUBJECT: SEE BELOW

DATE: May 26, 2020

Approved	Date
	5/28/2020

COUNCIL DISTRICT: 3

**SUBJECT: DOWNTOWN SAN JOSE PROPERTY-BASED BUSINESS
IMPROVEMENT DISTRICT ANNUAL REPORT FOR FISCAL YEAR
2020-2021**

RECOMMENDATION

Adopt a resolution:

- a. Approving the Downtown San José Property-Based Improvement District Annual Report prepared by the Downtown San José Property Owners’ Association for Fiscal Year 2020-2021, as filed or modified by Council;
- b. Confirming the individual assessments as proposed by the Downtown San José Property Owners Association, or as modified by Council; and
- c. Directing the Director of Public Works to deliver the assessment roll to the County for collection with the property taxes.

OUTCOME

Approval of this recommendation will provide for the continued enhanced maintenance services, cleaning of sidewalk areas, information and safety services, beautification activities, and business retention and growth programs funded through the levy of special assessments for Downtown San José.

BACKGROUND

The City of San José established its first Property-Based Improvement District in 2007 to fund specific, enhanced services and improvements above those provided by the City from generally available funds. Since the enhanced services directly benefit individual parcels within the district rather than the City as a whole, the costs are assessed to these same parcels.

The Downtown San José Property-Based Improvement District (Downtown PBID) was originally approved by property owners and adopted by Council on August 7, 2007, for a five-year period to raise funds for enhanced services for the Downtown. The PBID service area is shown in Attachment A. The PBID was subsequently expanded and renewed on June 19, 2012, for a 10-year period beginning January 1, 2013, and ending on December 31, 2022. The voter-approved assessment formula provides for an annual rate increase not to exceed 5% per year to keep pace with the Bay Area Consumer Price Index for all urban consumers and/or other changes in program costs. An assessment increase of 3% is recommended for the 2020-2021 fiscal year.

ANALYSIS

As required by Part 7 of Division 18 of the California Streets and Highways Code “Property and Business Improvement District Law of 1994” for reporting, and in accordance with the agreement between the City and the San José Downtown Property Owners’ Association (POA), the POA has submitted the *Downtown San José Property-Based Improvement District Annual Report for Fiscal Year 2020-21* to the Council, dated May 11, 2020 (Attachment B). This report, which is the first of two reports for Fiscal Year 2020-2021, will be on file in the City Clerk’s Office prior to the Council meeting. A second report, the Fiscal Year 2019-20 Financial Report, will be submitted in October 2020. The Annual report contains the following information, which is consistent with the Engineer’s Report for the Downtown PBID:

1. Declaration of no material changes to the district
2. FY 2020-2021 improvements and activities
3. Cost estimates for FY 2020-2021 improvements and activities
4. Method and basis of levying FY 2020-2021 assessments
5. Amount of surplus revenue to be carried over
6. Non-assessment revenue

Highlights of services that will be provided by the Downtown PBID in FY 2020-2021 include:

Groundwerx Enhanced Cleaning Program: The Downtown Property Owners Association is not proposing any significant changes to the Groundwerx enhanced cleaning program in FY 2020-2021. The program continues to be effective and popular with members, earning a 90 percent approval rating on the recent 2020 member survey. District priorities for the cleaning program will continue to focus on graffiti removal, debris removal, sidewalk sweeping, and sidewalk cleaning/stain removal.

In 2014-2015, with the support of the City's Housing Department, Groundwerx and the Downtown Streets Team launched a work experience program in response to homelessness concerns. Through this partnership, Downtown Streets Team participants are trained in cleaning/maintenance skills by Groundwerx staff to improve their work skills and enhance their employability. As of April 24, 2020, 19 program participants have secured employment.

Ambassador Program: The Ambassador Program received a 71 percent approval rating from downtown property owners. Groundwerx ambassadors will continue to greet and provide valuable information to downtown pedestrians and work with partner agencies to connect the downtown homeless population to available resources.

Business Development and Enhanced Security Programs: These programs have also produced positive results. Since the beginning of the current fiscal year, the Business Development Program assisted 68 small businesses on permitting issues, identifying available space, assessing the downtown market, and understanding relevant regulations.

The Downtown PBID operating budget (Attachment C) allocates \$200,000 in funding to continue the Enhanced Security program utilizing off-duty San José police officers to provide supplemental security within the district. This program is budgeted for 50 hours of weekly coverage, but coverage is subject to the availability of off-duty officers to staff the program. The PBID increased the pay rates for officers and sergeants in 2019 to ensure the program remains fully staffed. The Enhanced Security program received an approval rating of 74 percent from property owners in the recent 2020 survey.

Street Tree & Enhanced Maintenance: The Downtown PBID will continue its Street Tree & Enhanced Maintenance services in FY 2020-2021. In 2020, the tree maintenance service received an 82 percent approval rating from downtown property owners, and will focus its efforts in the upcoming year on pruning district trees, replanting missing trees, and implementation of pest control measures to ensure a healthy street tree canopy.

Downtown Street Life Plan: The Downtown PBID released its Downtown Street Life Plan (DSLPP) in 2013-2014. The design, implementation, and maintenance of street life activation projects is an important function of the Downtown PBID. These projects provide a direct benefit to the downtown area and will improve its image as a local destination point. Completed Street Life projects received an 85 percent approval rating in the 2020 annual survey.

The PBID completed two of its three planned downtown mural projects prior to the Shelter-In-Place Orders that were instituted in March. The final mural will be completed once regular activities and operations commence. For the upcoming year, the PBID will continue its work in upgrading the various lighting projects that have been installed throughout the downtown. The PBID will also look for opportunities to reduce blight by activating empty storefronts and other public spaces to ensure the downtown has inviting and comfortable spaces for those that live, work and visit.

Proposed PBID Assessment for Fiscal Year 2020-2021

The Downtown San José POA Board of Directors is recommending a total assessment increase of three percent for FY 2020-2021. The PBID estimates this assessment will generate approximately \$220,281 in additional revenue from the three percent increase and new development per the Annual Report. These funds will offset the costs associated with the increased costs of the Enhanced Security program, as well as living wage increases, which will increase by 2.78 percent, effective January 2021.

The additional revenue will also help offset the expected increased demand for Downtown PBID services in the wake of COVID-19. The PBID anticipates businesses and property owners are likely to need greater assistance during these uncertain times. New street life projects will also be needed to activate storefronts and minimize blight in the downtown. The impacts of the downtown homeless population also create greater demand for Groundwerx services, with 85 percent of survey respondents indicating more emphasis is needed. Groundwerx staff are called upon on a daily basis by downtown residents, property owners, and businesses to clean up spaces that were occupied by the homeless.

The total maximum assessment levy net of fees for FY 2020-2021 including some new development and assessments on City properties will be approximately \$3,130,986. It is possible that less than this amount will be collected due to delinquencies, property transfers, and other non-payments. As a property owner within the district, the City's assessment will be \$532,277. The distribution of the Downtown PBID assessment revenue crosses over between fiscal years. In FY 2020-2021, PBID funds will be comprised of the second half of the FY 2019-2020 assessment revenue in August 2020, along with the baseline funds and the first half of the FY 2020-2021 assessments that will include the three percent assessment increase, and will be distributed in March 2021. The projected Downtown PBID budgeted revenue is reflected in Attachment C.

The City's annual baseline service contribution is \$395,000. Funds are included in the City's 2020-2021 Proposed Operating Budget for these purposes. The current Downtown PBID agreement commenced in 2012 and covers a 10-year term that will end on December 31, 2022. This agreement established a flat baseline funding amount of \$365,000; however, as a result of increased operating costs since the inception of the PBID, an amendment to the annual baseline funding was approved by City Council in FY 2018-19. The increased funding ensures that the

baseline services as described in the agreement between the City and the Downtown PBID continue at current levels.

CONCLUSION

The PBID annual report proposes a three percent assessment increase to offset costs associated with the Enhanced Security program, living wage increases, and expected increased demand for services in the wake of COVID-19. The total budgeted revenue for FY 2020-2021 is approximately \$3,761,097 which includes \$3,130,986 in assessments, \$395,000 in City baseline services contribution, and \$235,110 in other contracts.

EVALUATION AND FOLLOW-UP

The attached annual report by the Downtown San José POA sets the budget and proposed assessments for FY 2020-2021 and is consistent with the approved Downtown PBID Management Plan/Engineer's Report. The current agreement between the City and the POA, also requires the POA to submit an Annual Financial Report, containing an independent Certified Public Accountant Review Report in October of each year after the close of the fiscal year.

This memorandum will be posted to the City's website for the June 9, 2020 Council agenda. The Annual Report is filed in the City Clerk's Office for public review and will also be made available to the property owners within the district upon request. A notice of assessment and map of the district will be recorded with the County Recorder for public viewing and for title purposes. This will allow the district to be referenced in title searches to inform property owners of the district and the accompanying assessment. Finally, the San José Downtown POA Board of Directors approved the fiscal year budget at its publicly noticed and held meeting on March 24, 2020.

CLIMATE SMART SAN JOSE

The recommendation in this memo has no effect on Climate Smart San José energy, water, or mobility goals.

COORDINATION

This memo has been coordinated with the Department of Public Works, the Department of Planning, Building and Code Enforcement, the City Attorney's Office and the City Manager's Budget Office.

COMMISSION RECOMMENDATION/INPUT

No commission recommendation or input is associated with this action.

FISCAL/POLICY ALIGNMENT

This action is consistent with the City Council’s direction to seek alternative ways to deliver services and reduce costs in the Downtown through appropriate community partnerships and public-private partnerships, and is consistent with the Council-approved Budget Principle in that it utilizes special assessments for enhanced services.

COST SUMMARY/IMPLICATIONS

If the Downtown PBID Annual Report for FY 2020-2021 is approved, the City assessment will be approximately \$532,277. In addition, the City, subject to appropriation of funds, would continue baseline funding for the Downtown PBID of \$395,000.

BUDGET REFERENCE

Fund #	Appn #	Appn. Name	Total Appn	Amt. for Contract	2020-2021 Proposed Operating Budget Page*	Last Budget Action (Date, Ord. No.)
302	3586	Downtown Property and Business Improvement District	\$3,017,289	N/A	IX-32	6/18/2019, 30286
302	3585	Downtown Transit Mall	\$395,000	N/A	IX-32	6/18/2019, 30286

* The 2020-2021 Operating Budget is scheduled to be reviewed and approved by City Council on June 16, 2020, and adopted on June 23, 2020.

HONORABLE MAYOR AND CITY COUNCIL

May 26, 2020

Subject: Downtown San Jose PBID Annual Report for FY 2020-2021

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CEQA

Not a Project, File No. PP17-009, Staff Reports, Assessments, Annual Reports, and Informational Memos that involve no approvals of any City action.

/s/

JOHN RISTOW
Director of Transportation

/s/

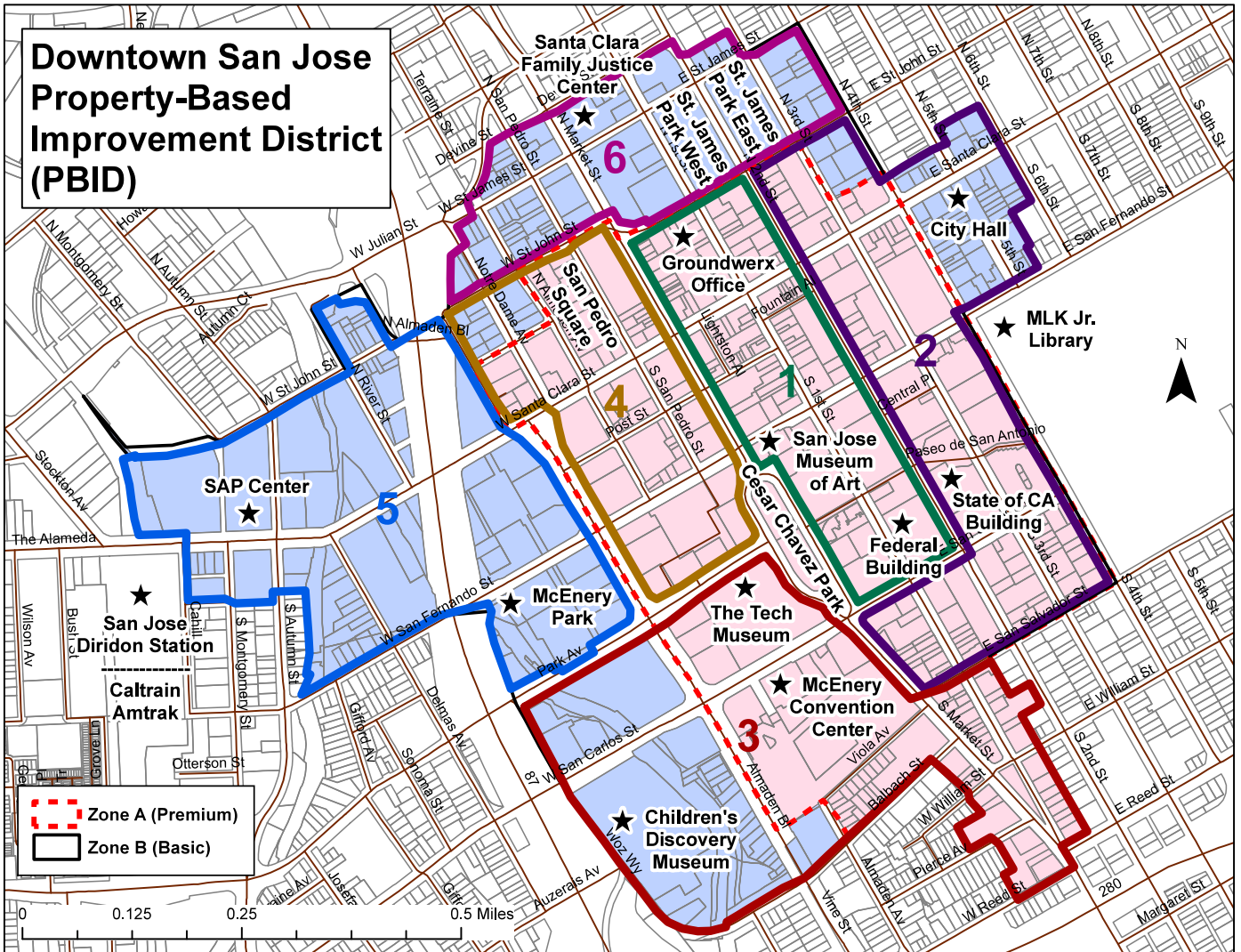
MATT CANO
Director of Public Works

For questions please contact Eric Hon, Division Manager, Department of Transportation, at (408) 794-1987.

Attachment A: Downtown PBID Service Area Map

Attachment B: Downtown PBID Annual Report for FY 2020-2021

Attachment C: Downtown PBID Budget for FY 2020-2021





Downtown San Jose Property-Based Improvement District

Annual Report for Fiscal Year 2020-21 by the Downtown San Jose Property Owners' Association

April 24, 2020

1. Property-Based Improvement District

The Downtown San Jose Property-Based Improvement District (PBID) is a special benefit assessment district (District) that conveys special benefits to the properties located within the District boundaries. The PBID encompasses the core of the downtown area bounded approximately by Fourth Street and City Hall complex to the east, St. James, Devine and Julian streets to the north, Highway 87 and the SAP Center to the west and Market and First streets south to Reed Street. The PBID was renewed on June 19, 2012. The new term began on January 1, 2013 and runs through December 31, 2022. No changes are proposed to the District's current boundaries, benefit zones or classification of properties for fiscal year 2020-21.

2. Improvements and Activities to be provided in FY 2020-21

There are no significant service level changes for the Groundwerx cleaning program in fiscal year 2020-21. Service levels will continue to be consistent with the benchmarks identified in the PBID management plan, however, the daily deployment may vary slightly throughout the year to accommodate special events and other district needs.

The overall cleanliness of downtown remains the top priority for downtown property owners. In the 2020 member survey, 82 percent of respondents indicated that this was the most important downtown issue. Groundwerx will continue to proactively address graffiti, sidewalk debris and provide regular sidewalk cleaning/stain removal to ensure that downtown is maintained at the highest level. The Groundwerx cleaning program continues to impress members as evidenced by a 90 percent approval rating in the recent survey.

Downtown business and property owners also continue to see value in the Groundwerx ambassador program. Ambassadors received a 71 percent approval rating in the 2020 survey. Groundwerx ambassadors provide a wide range of services within the district such as disseminating downtown information to visitors, reporting issues to

property owners and serving as the “eyes and ears” of the district by reporting security issues. Ambassadors assist the clean team by abating small graffiti and reporting messes to their cleaning counterparts.

Results from the 2020 survey indicate that businesses and property owners remain concerned about the downtown homeless population with 76.4 percent of the respondents identifying working with homeless individuals and service providers as an area that needs more emphasis. Groundwerx and Downtown Street Teams (DST) will continue its partnership to provide a work experience program for homeless individuals. With three quarters of FY 2019-20 completed, 19 individuals who were part of the work experience program have obtained permanent work either with Groundwerx or another local employer (90 days or longer).

Street Life projects and downtown image enhancements continue to receive high marks from PBID members. A 85 percent approval rating was given to previous projects, and multiple PBID members and organizations outside the District have reached out to discuss potential street life collaborations in the near future. The PBID continues to apply for grants, seek private contributions and lean on established relationships to better leverage assessment funding to implement more projects.

Four SoFA art crosswalks at the intersection of 1st and San Salvador were installed prior to the annual SubZero festival in early June 2019. Following this public art installation, focus turned to the installation of three murals. Two murals in the historic district were completed in February 2020. The third mural, a partnership with OCA, has a planned completion in June 2020 but has paused to comply with the shelter-in-place mandate. Supported by OED, Viva Ventanas is a Local Color initiative that works with artists to install backlit window murals on interior windows of vacant storefronts. In continued effort to beautify Santa Clara Street, PBID is working with property owners at two Santa Clara Street locations to install window murals through the next fiscal year.

In planning necessary upgrades to downtown string lights above sidewalks and civic commons, the Downtown Lights initiative replaces outdated lights with new app-programmable LED lights that allow staff to manage lighting colors and effects on demand. In partnership with Councilmember Peralez’s “Pride-ify Post Street” project, PBID installed the first set of Downtown Lights on Post Street between 1st and Market Street. Smaller scale street life projects, under the LoveDTSJ program, aimed at beautifying construction walls, alleys and vacant storefronts will continue to be implemented in the next fiscal year.

The PBID’s street tree and enhanced maintenance (minor public space repairs) services will continue in the new fiscal year. The PBID street tree program was implemented in 2010 and remains a popular service with property owners (82 percent approval in 2020). For the upcoming year, the PBID will assess the needs of the District and provide supplemental pruning, implement disease control measures and replant or plant new trees to ensure a healthy street tree canopy. To encourage stewardship of downtown’s street trees, one of two annual community tree plantings occurred in December 2019. The second, planned for April 2020 on Arbor Day during Earth Week, was postponed due to shelter-in-place and will coincide with next fiscal year’s fall planting. “Ungirdling” (the removal of tree grates and granite pavers from around the base of a tree) is a multi-year project throughout the district. Another round of service to complete the “ungirdling” was planned for April 2020 and will resume upon the re-opening of downtown.

In looking at current and future data needs, PBID is exploring alternate ways of data collection that can better support PBID members and initiatives. Since 2015, triannual pedestrian counts, executed by Groundwerx and analyzed by PBID staff, have given demographic and count information on footfall at eight major entrance ways and commercial streets within the district. With the inability, due to shelter-in-place, to take a final set of counts for the 2020 report in April, staff has identified three service providers with unique methods for gathering more robust

data. Service costs are being evaluated and a new method for data gathering will replace the current method for pedestrian count collection.

The PBID will continue its District Enhancements, which includes the Business Development program and Enhanced Security. The business development manager works closely with the City’s Planning Department and Office of Economic Development to assist business and property owners in the permitting and development process. The business development manager also actively works to recruit new businesses and retain existing ones in the District. Year to date in FY 2019-20, the PBID has assisted 68 small businesses in varying stages of permitting, identifying space, assessing the downtown market and understanding relevant regulations.

The Enhanced Security program received a 74 percent approval rating from members, with 70 percent of members indicating that security is a high priority for the district. The PBID has budgeted for a five-day program that provides 50 hours of weekly deployment hiring off-duty San Jose police officers. In November 2019 SJPD changed pay rates for all SEU shifts to \$70 for officers and \$80 for sergeants. At this time, the PBID has eight on-duty officers to staff each shift, with eight alternate officers, and has been fully staffed during FY 2019-20. For FY 2020-21, the budget for this program is \$200,000.

The Downtown San Jose Property Owners’ Association (SJPOA) Board of Directors recommends an assessment increase of three percent for FY 2019-20 to keep pace with projected service cost increases, such as the City of San Jose’s mandated living wage requirement. The next living wage increase (January 2021) is set at 2.78 percent.

District assessment revenue is projected to increase by \$220,281. There will be a need for increased PBID services in the wake of COVID-19. PBID staff anticipates higher demand for Groundwerx and business development services, as many retail businesses are likely to need direct assistance. Street life projects will also be in demand, from activating vacant storefronts to enhanced and decorative lighting, projects that draw people into the District will be needed more than ever.

Additionally, the impacts of homelessness in the public realm has created an increased need for Groundwerx services, with 88 percent of survey respondents indicating greater emphasis in this area is needed. Coordination and collaboration around service delivery for individuals in need will be more important than ever in a post COVID-19 downtown.

The table below reflects clean team and ambassador services for FY 2020-21, as well as the proposed service output in the District Management Plan (Management Plan).

Clean	Management Plan	Proposed FY 20-21
Maintenance F.T.E.	13 to 18	13 to 18
Average weekly coverage	7 days	7 days
Pan & Broom, Litter Removal/All-Terrain Litter Vacuum/Machine Sweeping/Transit Stop Maintenance	16 hours/day (premium) 8 hours/day (basic)	16 hrs/day (premium) 8 hrs/day (basic)

Steam Cleaning/Pressure Wash: Basic	Two to Four times per year	Two to Four times per year
Steam Cleaning/Pressure Wash: Premium	Four to Six times per year	Four to Six times per year
Graffiti Reporting/Cleaning	Daily as Needed	Daily as Needed
Light Landscape/Weeds	As Needed	As Needed
SWAT Patrol or “emergency cleaning”	As Needed	As Needed
Tree Maintenance	N/A	As Needed
Safe (Information and Safety Ambassadors)		
Ambassadors F.T.E.*	9-12	9-12
Coverage in all areas	8 hours	8 hours
Coverage in Premium areas	12-16 hours	12-16 hours

*Under the current service deployment model there are 9 regular ambassadors. This number may vary as a result of changes in District needs. The implementation of new programs could also potentially impact the FTE range for ambassadors.

PBID administrative costs account for up to 9.9 percent of revenue received, as approved by the POA Board of Directors and reflected in the Management Plan. Administrative costs include one full time Operations Manager, additional support staff from the San Jose Downtown Association, office supplies, postage, professional services and other miscellaneous costs.

3. Estimate of Costs for Improvements and Activities in FY 2020-21

The estimated total cost for improvements and activities for FY 2020-21 is \$3,851,143.

The table below summarizes the total estimated costs for providing the services to meet the needs of the District in FY 2020-21:

Improvements & Activities	Estimated costs
Cleaning	\$1,481,764
Information/Safety Ambassadors	\$563,741
Image Enhancements (Street Life/Beautification)/Tree Maintenance/Enhanced Maintenance	\$850,000
Business Development	\$150,000

Enhanced Security (SJPD Secondary Employment)	\$200,000
District Enhancements (Supplies, transit mall clock)	\$58,000
Administration	\$367,638
Fee for Service Contracts	\$80,000
PBID Renewal Consultant Fees	\$100,000
TOTAL	\$3,851,143

Revenue Source	Projected Revenue
Assessments	\$3,130,986
City of San Jose Baseline Funding	\$395,000
Other Contracts/Miscellaneous	\$235,110
TOTAL	\$3,761,097

The attached proposed District budget provides detailed estimates of revenues and expenses, including use of beginning fund balance.

4. Method and Basis of Levying FY 2020-21 Assessments

The methodology for levying District assessments will remain the same for FY 2020-21. Service benefits are distributed to lot and building square footage through a “cost allocation” approach – the costs of specific services are allocated to the assessment variables that benefit most from services.

The sum of lot and building square footage are the primary assessment variables for cleaning, ambassador and beautification/image enhancement costs. Benefits from all District activities are designed to improve ease of use, image, occupancy, and sales and are distributed to all properties and those using and occupying those buildings. The inclusion of lot square footage in the calculation acknowledges the greater benefits of these services to the ground level of property.

The table below reflects a 3 percent increase in assessments for FY 2020-21.

Area	Per square foot of Lot FY 2020-21	Per square foot of Building FY 2020-21

Basic Zone: Commercial, Enterprise Government	\$ 0.0778	\$ 0.0778
Premium Zone: Commercial, Enterprise Government	\$ 0.1303	\$ 0.1303
Basic Zone: Residential, Traditional Gov't, Other Non-Commercial (image enhancement assessment not included)	\$ 0.0525	\$ 0.0525
Premium Zone: Residential, Traditional Gov't, Other Non-Commercial (image enhancement assessment not included)	\$ 0.1050	\$ 0.1050

5. Amount of Surplus Revenue to be carried over from previous fiscal year

The PBID will carry over a projected fund balance of \$970,303. Since the assessment dollars are released twice annually, the PBID must carry a fund balance to cover its operating expenses. The PBID receives a two percent discount by paying Block by Block, its primary Groundwerx service provider, on a quarterly schedule. Each FY 2020-21 quarterly installment is approximately \$501,149.

The carry over may also be used to fund unanticipated program costs, such as new Downtown Street Life projects and other District enhancements. Additional dollars from the fund balance may also be needed to cover expenses such as repair or replacement of equipment.

6. Contributions from non-assessment revenue

The City of San Jose will contribute baseline service funding in the amount of approximately \$395,000 for FY 2020-21.

The annual contract with VTA is for FY 20-21 has not been completed at this time. The PBID expects an increase in both revenue and expenses for this contract, as VTA will require staff for this fee for service contract to be paid prevailing wage, a higher hourly rate than staff is currently paid. This extra maintenance of the transit mall tracks, light rail platforms and bus rapid transit stations is not part of the PBID assessment services.

The PBID previously received \$100,000 each fiscal year from the Knight Foundation to support projects outlined in the Street Life Plan, as a part of a five-year grant that started in 2015. This grant opportunity has concluded, but PBID staff is in communications with the Knight Foundation on future grant funded projects and programs and anticipates additional funding will be secured in FY 20-21. PBID staff is exploring other unsecured grant funding opportunities from various sources for street life and operations.

The PBID is looking to continue the Groundwerx work experience program for downtown homeless individuals. Downtown Streets Team and the PBID are actively looking for a new funding source for the program. In FY 19-20 the PBID received \$15,000 to cover the cost of supplies, equipment and training under the current agreement with Downtown Streets Team.

Fee for service contracts have become a more significant source of non-assessment revenue for the PBID in the last three fiscal years. Groundwerx staffing for all fee for service work is separate from assessment funded clean and

safe work. Staff from the City of San Jose's Parks, Recreation and Neighborhood Services Department are working to secure a six month extension of the enhanced maintenance and docent services in St. James Park that would be valid May 3, 2020 to December 3, 2020. If the current shelter in place order is lifted prior to December 3, 2020, PRNS staff will be holding an RFP process for the contract.

Smaller scale fee for service work on private property on a regular and as-needed basis makes up a small portion of the fee for service work the PBID currently provides, and several additional property owners have expressed interest in starting fee for service contracts sometime during FY 20-21.

	APPROVED
	BUDGET
REVENUE	
Assessments	
Assessments - thru SCC	2,500,138
less assessment charges SCC	(25,001)
Assessments - exempt thru SJ	661,446
less assessment charges SJ	(10,000)
Assessment - thru PBID	4,404
Net Assessments	3,130,986
City baseline	395,000
Contracts	185,000
Street Life Investors	50,000
Miscellaneous & Interest	110
TOTAL REVENUE	3,761,097
EXPENSES	
CLEAN TEAMS	
Contract service	1,086,764
Contract baseline	395,000
Subtotal	1,481,764
SAFETY AMBASSADOR TEAMS	
Contract Service	563,741
Subtotal	563,741
Total BBB Contract	2,045,505
IMAGE ENHANCEMENTS	
San Pedro Squared	-
Street Life Plan Projects	390,000
Maintenance completed projects	260,000
Enhanced Maintenance	75,000
Street Tree maintenance	125,000
Subtotal	850,000
DISTRICT ENHANCEMENTS	
Business development program	150,000
Secondary Employment Unit	200,000
Fee for Service Contracts	80,000
Miscellaneous	58,000
Subtotal	488,000
ADMINISTRATION	
SJDA Management	372,349
Insurance	6,000
Professional Services	17,000
Office Supplies	7,000
Misc	6,200
less 2% prepay contracts	(40,910)
RDA Write-off	-
Subtotal	367,638
St. James Park Study	
CDA Conference 2020	
Renewal Campaign	100,000
TOTAL EXPENSES	3,851,143
REVENUE NET OF EXPENSES	(90,047)
Beginning Fund Balance	970,303
Projected Ending Fund Balance	880,257