

CASTRO/UPPER MARKET COMMUNITY BENEFIT DISTRICT



AGENDA

DATE: Thursday June 13, 2019
TIME: 6:00 p.m. – 8:00 pm
PLACE: 501 Castro St. 2nd floor (above the Bank of America)

1. CALL TO ORDER AND INTRODUCTIONS 6:00 PM

2. Discussion and Consideration for Authorization April 11, 2019 CBD Board Meeting Minutes

3. ANNOUNCEMENTS/REPORTS 6:05 - 7:30 PM

A. EXECUTIVE DIRECTOR'S REPORT

B. PRESIDENT'S REPORT

C. FINANCE COMMITTEE REPORT

- a. Discussion FY 19-20 Budget
- b. Discussion of 18-month perspective
- c. Motion from the Finance Committee: Discussion & Consideration for Approval contract with RINA Accountancy for \$8,500 for the preparation of annual financial review and preparation for California and Federal exempt tax returns for year ended June 30, 2019.
- d. Motion from the Finance Committee to accept the 3rd Quarter Report for FY 2018-19.

D. SERVICES COMMITTEE REPORT

- a. Discussion cleaning services, increasing wages and hours of clean team.
- b. Motion from Services Committee: Discussion and consideration for approval FY 19-20 contract for \$501,370 for 248 hours/week (24 hrs/week increase) and includes a \$2/hr wage increase.

E. EXECUTIVE COMMITTEE REPORT

- a. Discussion and consideration for authorization for FY 19-20 Budget, a salary increase for the Executive Director of 7.1% and a bonus of \$11,000 to compensate for lack of COLA or bonus in FY 18-19, dependent on Finance Committee assessment.

F. DISTRICT IDENTITY & STREETScape COMMITTEE REPORT

a. Committee Update

- sidewalk planter update & mural project
- The Seed and Celebratory lighting maintenance needs

b. Motion from the committee for FY19-20 budget to use the \$18,250 raised through the spring/annual report fundraising as follows: \$6000 to augment the *Live! In The Castro* events to extend the schedule, and \$12,250 to increase the Maintenance line item to cover costs for maintenance and upgrades for the Celebratory Lights on Castro St. and The Seed.

G. Motion From Finance Committee: Discussion and Consideration for Authorization FY 19-20 Budget as presented.

H. CASTRO CARES REPORT (5 min)

a. Update

I. RENEWAL COMMITTEE REPORT (15 min.)

- a. Draft Map/Zones
- b. Update

J. RETAIL STRATEGY REPORT (5 min.)

4. GENERAL PUBLIC COMMENT **7:25**

5. PUBLIC COMMENT ON CLOSED SESSION

6. MOTION TO ADJOURN *7:30*

CLOSED SESSION

1. Executive Director performance evaluation.

Welcome to the Castro/Upper Market Community Benefit District Board of Directors Meeting.

The CBD's board is made up of volunteers, many of whom own property in the district and/or are business owners in the district. Others live in the Eureka Valley/Castro neighborhood and have a history of commitment to making it a better place to live, visit, and work. None of the board members are compensated.

The CBD's mission is to improve the quality of life in the district by supplementing services performed by the city and county of San Francisco. Those services include but are not limited to street cleaning, greening, neighborhood beautification, and public safety. The CBD is funded by a special assessment approved by and paid by property owners in the district. It receives no public tax dollars. The assessments appear on property tax bills, are collected by the San Francisco Assessor's

Office, and forwarded by that office to the CBD. Members of the public are welcome to but not required to introduce themselves and to sign in on the sheet provided. If, when a member of the public speaks, the Chair asks him or her to introduce themselves, it is done as a matter of courtesy. If the speaker does not wish to introduce themselves, they are free to decline. Members of the public are welcome at all board meetings and committee meetings except for closed sessions as allowed for in the California Brown Act.

About Public Comment

Public comment is taken on every agenda item, after board discussion, but before the board vote. Public comment at this time is limited to the specific agenda item. In general public comment will be limited to 2 minutes per person per item, and 6 minutes total per item. **These limits may be modified by the Chair at his/her discretion.** General Public Comment is used for remarks to the Board about items not on the agenda, but related to the Castro CBD's business. General public comment, scheduled as Item 4 on the agenda for this meeting, to be called in order but no later than 7:25pm. Members of the Board are not permitted to discuss items not on the agenda. Therefore, during general public comment, there is no discussion, notes will be taken on comments.

Pursuant to Section 54957.9 of the Brown Act, the Board shall exclude or remove all persons who willfully cause a disruption of a meeting so that the meeting cannot be conducted in an orderly manner. "Disruption" includes personal attacks, physical threats, derogatory, offensive, insolent, threatening, slanderous, obscene, etc. comments directed at members of the Board, the CBD's Executive Director and/or Administrative Staff Person, guests, or members of the public. Disruption also includes boisterous or other behavior that prevents the meeting from continuing in an orderly fashion. This behavior is to be distinguished from comments which are critical but are delivered in a manner which is not disruptive to the meeting and non-threatening.

Members of the public can also contact the Castro/Upper Market Community Benefit District's Executive Director and request agenda items be added to the Board meeting. The Executive Director can be contacted at 415-500-1181 or via email: execdirector@castrocbd.org

If, due to a disability, you require accommodations to attend this meeting, please contact Andrea Aiello - (415) 500-1181.