

## CASTRO/UPPER MARKET COMMUNITY BENEFIT DISTRICT



### AGENDA

DATE: Thursday October 12, 2017  
TIME: 6:00 p.m. – 8:00 pm  
PLACE: 501 Castro St. 2<sup>nd</sup> floor (above the Bank of America)

1. **CALL TO ORDER AND INTRODUCTIONS 6:00 PM**
2. APPROVE AUGUST 10, 2017 CBD BOARD MEETING MINUTES *Action*
3. ANNOUNCEMENTS/REPORTS 6:05 -6:30 PM
  - A. EXECUTIVE DIRECTOR'S REPORT
  - B. PRESIDENT'S REPORT
4. COMMITTEE REPORTS
  - A. EXECUTIVE COMMITTEE REPORT (45 min.) Discussion & Vote 7:15
    1. Board Retreat – Follow-Up & Reporting Back
    2. Annual Social November 16, 2017
    3. Approve up to \$2,200 contract with Canela's for annual social
    3. Approve Horizons Foundation Grant for FHMP Project Mngr
    4. Approve contract with Erin Eliot (Strain) Proj. Manager for FHMP and to hire Erin as the Project Manager
    5. Approve Contract with Emily Leys: board development and Staffing Analysis/Effectiveness Plan
    6. Approve Community Challenge Grant for \$100,000
    7. Approve Support for 40<sup>th</sup> Anniv. Event – Hope Will Never Be Silent
    8. Approve \$5000 from contingency to support 40<sup>th</sup> Anniv. Event
  - B. DISTRICT IDENTITY & STREETSCAPE COMMITTEE REPORT (10 min)
    1. Pink Triangle Memorial
  - C. FINANCE COMMITTEE (15 min.) Discussion & Vote
    1. Approve CBD to act as Fiscal Sponsor for Friends of Harvey Milk Plaza with Horizon's Foundation as steward of funds and accept indirect rate of 5% for new funds raised through December 2017.
    2. Approve 2016-17 CPA Review
    3. Approve amendment to employee bonus language in Personnel Handbook
    4. Approve amendment to indirect rate language in Fiscal & Governance Policy Manual
  - D. SERVICES COMMITTEE REPORT (10 min)
    1. Update on office/space issues
    2. Update on Steam cleaning

E. LAND USE COMMITTEE REPORT (5 min)

1. Approve Castro Hotel

6. GENERAL PUBLIC COMMENT 7:50

7. MOTION TO ADJOURN

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 do introduce himself/herself, he/she is 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.

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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](mailto:execdirector@castrocbd.org)

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