

**Castro/Upper Market Community Benefit District
Services Committee Minutes**

March 31, 2017 12:00 pm - 1:00 pm

Present: Alan Lau, Chase Chambers, Jim Laufenberg

Guests/Staff: Andrea Aiello Executive Director

I. Introductions/Brown Act: Meeting called to order at 12:02 p.m. All introduced themselves, reviewed the Brown Act. **Motion:** (CC1, JL2) Approve Minutes from February 17th meeting. Call for public comment, there was none. Motion approved.

II. Cleaning: Poop holder bags – Andrea to order one or two and pilot them. Order stickers with our logo on it.

Chase will work with Joe on steam-cleaning schedule.

Regarding educating merchants on options for trash –Andrea and Chase will reach out to Rob Hanke. Is there an education program that can be incorporated with the Recology fee increase?

III. Merchant Walk – need to organize board members, staff, volunteers to conduct merchant walks – face to face contact how are we doing? Here's out contact info.

IV. Safety: Park Smart: discussed, Alan suggested this is a city-wide problem and maybe we should work with the city to try to address it. Can city put up signs alerting people to not leave anything in their cars? Andrea will look into it.

V. Bonus for Clean Team: Andrea presented end of year forecast for Cleaning and Security. Due to wages not being as high as budgeted, (clean team is has lots of turn-over), there is over \$10,000 in unspent funds. Andrea proposed that some of this be available for bonuses for the clean team to let them know we appreciate them staying with us. Discussed in detail, decided to allocate \$5000 for bonuses formula developed and approved. Details of formula: Full-time/non-management 1 share for every 3 months of employment, Manager 1.5 shares for every 3 months of employment, part-time .5 shares for every 3 months of employmnet

VI. Public Comment : There was none

VII. Adjourn: Adjourned at 10:05 a.m.

Minutes taken and prepared by Andrea Aiello

Approved 4/21/17