

**Castro/Upper Market Community Benefit District
Services Committee Minutes August 23, 2017 9:00 am - 10:00 am**

Present: Alan Lau, Jim Laufenberg, Chase Chambers

Guests/Staff: Andrea Aiello Executive Director

I. Introductions/Brown Act: Meeting called to order at 9:06 a.m. All introduced themselves, reviewed the Brown Act. **Motion:** (JS1, AL2) Approve Minutes from August 7, 2017 meeting. Call for public comment, there was none. Motion approved.

II. Space Issues: Services Committee was asked by the Board to deliberate about office space issues at 549 A Castro St., CBD offices. Andrea discussed CBD growing, also Kristin works 3 days a week and in the winter will be moving to 4 days a week. The table in the back of the office is used often for CBD meetings, compiling packets of information and mailings. Chase, Jim and Alex will try to call Scott and discuss these with him.

III. Steam clean survey: Reviewed draft survey, made recommendations for changes. Andrea made assignments and developed timeline. Andrea will change survey and email it out to members.

IV. Affiliate Members: Andrea reported there is interest in contracting as an affiliate member from a property manager who manages 3 properties on Pearl St. The properties are not contiguous though, with several other properties in between. Alan suggested that this was a perfect example of what the CBD decided last year, not to contract with multiple properties on the same block unless they were contiguous. It is too hard to clean and with wind blowing trash from one property to another, no one will be happy. Andrea will let them know unless they can get the entire block to contract as affiliate members we can not help them in this situation. Andrea reported that Moby Dick at Hartford and 18th is also interested in an affiliate member contract. Committee members agreed that this was fine and instructed Andrea to proceed with developing a contract.

V. Public Comment : There was none

VI. Adjourn: Adjourned at 10:12 a.m.

Minutes taken and prepared by Andrea Aiello

Approved 9/27/17