



CASTRO/UPPER MARKET COMMUNITY BENEFIT DISTRICT

693 14th Street San Francisco CA 94114

www.CastroCBD.org 415-500-1181

Minutes of the Regular Bi-Monthly Board of Directors Meeting on February 7, 2019

Directors Present: Hubert Ban, President Jamal Cool, Vice President Alan Lau, Misha Langley, Secretary Jim Laufenberg, Helen McClure, Justine Shoemaker, Pat Sahagun

Directors Absent and Excused: Treasurer Alex Harken, Crispin Hollings, Peter Laska **Staff Present:** Andrea Aiello, Kristin Wojkowski (taking minutes) John Goldsmith, Jennifer Grant, LGBT Center

1. CALL TO ORDER AND INTRODUCTIONS: The meeting was called to order at 6:00 pm by Board President Jamal Cool. A basic quorum was present and maintained throughout the meeting.

Brown Act Notice

California's Brown Act, as its rules apply to the CBD's board meetings, summarized. They include provisions that meetings are publicly noticed in advance and are open to the public; for public comment before any vote is taken on each agenda item and following committee reports; and for general public comment, scheduled as Item 4 on the agenda for this meeting, to be called in order but no later than 6:55pm. Guests who interrupt or are otherwise disruptive of the meeting will be given a verbal warning. If a second interruption or disruption by the individual(s) occurs at the meeting, they will be asked to leave. A copy of the meeting agenda was publicly posted timely, in advance, on-line at www.castrocbd.org and at the S.F. Public Library, 100 Larkin Street. A copy of the board package was available for public review at the meeting.

2. APPROVE DECEMBER 13, 2018 CBD BOARD MEETING MINUTES

Motion AL1, JL2nd, to approve minutes. A call for public comment was made. (there was none), **those minutes were approved.**

3. ANNOUNCEMENTS/REPORTS

A. Executive Director's Report

Andrea Aiello reported. Veritas, our new landlord, has made lots of tenant improvements for our new space on 14th Street. Andrea and Kristin will work with Justine on signage for the new office space. Signage TBD. We'll host an open house in the new space. Projected date is 4/24/19.

Representatives from the Castro CBD, EVNA, DTNA Castro Merchants, Corbett Heights met with Mayor Breed about top issues in the Castro including homelessness & retail vacancies.

Brian Gougherty is starting his own consulting business and has become very busy. He apologized for not being able to attend meetings consistently and he sent an email to Andrea notifying her he has resigned from the Board. The Clean Team is stabilizing and Trey has been able to hire a new employee for the Clean Team. Lesbians Who Tech Summit is coming up at the end of the month. This event brings a little over 2000 people into the Castro for 3 days, and of course some arrive early or stay on the other end. This event is great for our Castro businesses.

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Castro Ambassadors will volunteer to help direct conference attendees to local shops and to the conference venues.

B. President's Report

Jamal did not have anything to report separate from the Executive Committee report.

C. EXECUTIVE COMMITTEE REPORT

- a. Discussion and consideration for authorization of expenditure of up to \$25,000 for public relations contract. This is a motion from the Finance Committee and the motion from the Finance Committee amended the amount of funding from \$25,000 to \$5,000. A call for questions or comments was made. Alan Lau wanted to clarify the amount is \$25,000 (a zero was missing from the agenda). He also suggested we search for a firm to do it pro bono. A **motion** (JL1, HB2) was made to amend the original motion from an expenditure of up to \$25,000 to an expenditure of up to \$5,000 if we cannot arrange for this to be done on a pro bono basis. A call for public comment was made. Public comment was made by John Goldsmith. **Motion. Approved.**
- b. Discussion and consideration for authorization of CBD lease at 693 14th Street. The previous CBD counsel wasn't responding as well as we'd have liked. New counsel is drafting a lease. Discussion, lease is not ready for review. Motion (JL1, AL2) to give the Executive Committee authority to approve the lease for 693 14th St. A call for public comment was made. Public comment was made by John Goldsmith. Motion Approved.
- c. Discussion and consideration for authorization of spending up to \$6000 at the executive director's discretion for move in related expenses such as signage and security. A call for public comment was made. There was none. **Motion from Finance Committee (AL1). Approved.**
- d. Discussion and consideration for authorization to be the fiscal sponsor for Matt Brezina's participatory budget award through CCSF for \$25,000 for murals and \$5,000 for sidewalk planters. This motion was addressed by the DISI committee.
- e. Discussion and consideration for authorization of Hubert Ban to be appointed as treasurer. **Motion** from Finance Committee, JL1, to approve Hubert Ban as CBD treasurer. Approved.

E. FINANCE COMMITTEE REPORT

- a. Hubert reviewed the 2nd quarter report highlights. Documents were provided in packet for review. Spending is on target for.
- b. Hubert reported that the Finance Committee is planning to have the FY 19-20 budget for the June board meeting. A call for questions or comments was made. John Goldsmith commented on this agenda item.

F. DISI COMMITTEE REPORT

a. Misha L (1), (JL2) made a **motion to add an item to the agenda** re: Motion from DISI Committee to accept \$25,000 in SF Arts Commission funding for murals to fund Beauty from Blank Walls and \$5,000 from DPW to fund sidewalk planters and to recommend board appoint Matt Brezina to DISI to help oversee these projects. Motion to add item to agenda approved. **Motion** (JL1) to accept \$25,000 in SF Arts Commission funding for murals to fund Beauty from Blank Walls and \$5,000 from DPW to fund sidewalk planters and to recommend board appoint Matt Brezina to DISI to help oversee these projects. The reasoning behind this is it is simpler, a fiscal sponsorship agreement with an individual is not advised by our insurance company. rather than set up a Matt will join the DISI Committee and offer donation for projects. Motion **approved.**

Motion was made by Misha (1) to add an item to the agenda re: Letter of support for Ford Go Bikes docking station. AL2. Approved. **Motion from DISI Committee (ML1) added to the agenda: To write a letter of support for Ford Go Bikes docking station to locate in Jane Warner Plaza.** Discussion and consideration for letter of support for Ford Go Bikes docking station. Some concerns raised about safety with gas station and driveway to gas station. It was also requested to add *Live!* in the Castro ad to the station. A call for public comment

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was made. Public comment was made by John Goldsmith. **Approve** motion to send letter of support, contingent on safety concerns addressed and advertisement opportunity considered.

b. Harvey Milk Plaza update was made by Andrea. The canopy design is still in flux. Moving forward with planning department. A call for public comment was made. Public comment was made by John Goldsmith. Public was thanked for their comments.

F. CASTRO CARES REPORT

a. Update was made by Andrea. The outreach worker has a schedule including Sunday morning breakfasts & Wednesday suppers, works with HOT worker on Monday nights and Haight Street Youth. Working on developing relationships. Patrol Special still patrols for Castro Cares. Sui Generis often complains of doorway sleepers. Doesn't happen on the weekend due to Castro Cares Patrol Special. A call for public comment was made. John Goldsmith commented.

H. RENEWAL COMMITTEE REPORT

a. Jamal Cool reported. We need to make sure we can give BBB employees a raise in order to retain though 2020 and onward. We are a fixed income organization but not fixed expenses. In regard to expansion we got a lot of surveys back. Cleaning and Security were highlighted. Renewal Committee recommends listening to the property owners' comments. The City would like to see completed blocks- no "donut holes". It's important to listen to what property owners want. We will run a series of community meetings focused on merchants, property owners and property managers. A call for questions and comments made. Justine Shoemaker wanted to know if we expand, do assessments help? The answer is yes. A call for public comment was made. Member of the public, John Goldsmith made comment.

I. RETAIL STRATEGY REPORT

a. Helen McClure shared the Welcome/Shop local bag prototype. Positive feedback was received. A call for public questions or comments was made. John Goldsmith commented.

General Public Comment

At 7:16pm the next Agenda item for General Public Comment was called. Member of the public, John Goldsmith commented.

Adjourn

Motion was made by JC1 to adjourn at 7:19pm, AL2. Approved. The meeting was adjourned at 7:19pm

Minutes taken and prepared by Kristin Wojkowski

Date Approved April 11, 2019

DocuSigned by:
James Laufenberg
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Jim Laufenberg, Secretary