



## **CASTRO/UPPER MARKET COMMUNITY BENEFIT DISTRICT**

**584 Castro Street #336; San Francisco CA 94114**

**[www.CastroCBD.org](http://www.CastroCBD.org) 415-500-1181**

### **Minutes of the Regular Monthly Board of Directors Meeting on December 14, 2017**

The meeting was called to order at 6:01 pm by Board President, Chase Chambers. A basic quorum was present and maintained throughout the meeting.

**Directors Present:** Board President Chase Chambers, Jamal Cool, Brian Gougherty, Treasurer Alex Harken, Vice President Alan Lau, Jim Laufenberg, Pat Sahagun, Secretary Pauline Scholten,

**Directors Absent and Excused:** Hubert Ban, Peter Laska, Scott James **Staff Present:** Andrea Aiello, Kristin Wojkowski (taking minutes) **Guests include:** Joel Bubeck, Chad Beecher, board applicant, Stuart Dick, DISI committee, Cody Clements, John Goldsmith

### **Brown Act Notice**

Chase summarized California's Brown Act, as its rules apply to the CBD's board meetings. 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](http://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.

### **Board Meeting Minutes from October 12, 2017**

**Board Motion M-JL1, AL2, to approve minutes. No changes. A call for public comment was made. (there was none), those minutes were approved.**

### **Executive Director's Report**

Andrea reported the CBD has found an ironworker to install a keyed lock box for the electricity & programming components for the Seed in Jane Warner Plaza.

### **Introductions**

Board members introduced themselves and noted any current, potential conflicts of interest.

### **President's Report**

Chase Chambers welcomed board applicant Chad Beecher, appointed to DISI and DISI Committee member Stuart Dick. Helen McClure has also applied to the board. Helen has been a member of the Land Use committee since March 2016. Applications will be voted on at this meeting.

### Executive Committee Report

Andrea reported that the CBD raised a total of \$18,615 at the November 16<sup>th</sup> annual social. From this total, the executive committee voted to remove donations made for specific causes (either Pink Triangle or specifically for Castro Cares), deduct the costs associated with the event, and then split the remaining funds 50/50 between Castro Cares and Pink Triangle Park (\$4851.11 goes to PTP). An additional \$1302 is currently held by the CBD for PTP and will be turned over. The CBD will not accept donations for PTP any further. Andrea reported that the CBD did receive the Eureka Valley Foundation's (EVF) letter of determination from the Secretary of State verifying their non-profit status and Chase reported he did attend a recent EVF board meeting to verify that the board does in deed meet. **Motion was made by committee to transfer these funds, in the amount of \$6153.11, to the Eureka Valley Foundation for Pink Triangle Park improvements.** Call for public comment. There was none. **Motion Approved.**

Items 4A 3 was removed until the board's next meeting.

Eureka Valley Foundation has formally requested that the CBD not accept the \$100,000 Community Challenge Grant that has been awarded to the CBD for Pink Triangle Park improvements. The Eureka Valley Foundation contends that they are the only entity that has authority for Pink Triangle Park and it is not appropriate for the CBD to have a grant to help fund improvements in this space. **Motion: from committee To inform the Community Challenge Grant office that the CBD will not be accepting the \$100,000 for Pink Triangle Park Improvements and the Castro CBD is withdrawing all involvement with Pink Triangle Park.** Call for public comment, John Goldsmith explained that the CBD did not apply for the Community Challenge Grant as a fiscal sponsor as was the original plan and therefore EVF did not want the funds. **Motion approved.** (To correct the public comment: the EVF was not a stand-alone organization last March when the grant was written, EVF was connected to EVNA and EVNA wrote a letter of support never mentioning a fiscal sponsorship relationship.)

6:20pm Members of the public arrived and were invited to introduce themselves. Guest Cody Clements, one of our Patrol Special Police officers, stopped by to introduce himself to the Board. The Patrol Special Police have one year to figure out what is happening with the beat since John Fitzinger's passing. A call for public comment was made. A member of the public asked the board to recap annual social funds disbursement. Details were recapped.

As approved at the October 12<sup>th</sup> board meeting, due to an urgency issue, the executive committee approved funding up to \$2,500.00 for two custom made metal secure keyed boxes to cover the programming components for the Seed and the electric outlets in Jane Warner Plaza. Andrea reported that she found a third vendor at a lower price - \$1090 for both custom made metal lock boxes.. Joel Bubeck suggested that instead of securing the boxes, some places have chosen to make access to electricity public. This can decrease vandalism. Joel was thanked for this idea.

Executive Committee also reported that, as directed by the board at the October 12<sup>th</sup> meeting, they did approve up to \$5000.00 for the 40<sup>th</sup> anniversary of Harvey Milk celebration which was held on November 8, 2017.

Emily Leys is working on a Board training handbook and training module and is currently working on a staff capacity assessment. She will report at the next meeting.

There is an ongoing discussion regarding developing a clear relationship with Friends of Harvey Milk Plaza. The CBD can possibly use Castro Cares as a model for guidance. Alan Lau asked if any of the Board members are on FHMP. Brian Goughertysaid is a member of FHMP.

Andrea announced that Secretary, Pauline Scholten, who has been on the Board since its inception, is resigning. The board shared positive words with Pauline and was thankful for her years of service. Chase in particular thanked Pauline for her assistance and commitment to the Castro/Upper Market and to the CBD. Jamal Cool, Hubert Ban, Brian Gougherty and Pat Sahagun are up for reelection. A written ballot was distributed and Hubert, Jamal, Brian and Pat stepped outside. Votes were tallied and Jamal Cool, Hubert Ban, Brian Gougherty and Pat Sahagun were each elected for another two year term, expiring on December 31, 2019. The Board has two new applicants, Chad Beecher and Helen McClure. Chad still has to finish his three months on DISI before his board application will be considered. Helen's application was shared with board members and her participation in the Land Use Committee was shared. She is a regular attendee on Land Use since 2016. Helen owns the property at 547-545 Castro St. and grew up there. Helen now lives in Tacoma but is in the district often and has been following the CBD, attending meetings and events since the CBD started. Helen also offered, for free, the CBD office space in her apartment in the very early days of the CBD's existence. Helen has wanted to be on the board since its inception, but, until now, she was not able to consistently attend the board meetings. She is delighted her schedule now allows board attendance. **Motion (JL1, BG2) Approve Helen McClure's board application and Helen was appointed to a two year term expiring on December 31, 2019.** Call for public comment, there was none. **Motion Approved.**

### **DISI Committee Report**

Brian Gougherty reported. The CBD withdrew its application for the Community Challenge grant for Pink Triangle Park. The CBD is now considering new projects for the grant, such as restoring the "Hope for a Cure" mural by Precita Eyes (16<sup>th</sup> St.). Few projects will qualify due to the volunteer component of the grant. This project qualifies.

Friends of Harvey Milk update: Both Brian Gougherty and Andrea Aiello are serving on the FHMP committee. The design is nowhere near finished. Perkins Eastman may have won the design contest but, the rendering shown will not be the design that is built. There will be a series of community meetings to develop a final design. The project will need to meet the needs of all, as a transit center, the neighborhood, and to honor Harvey Milk. FHMP does not yet have a fiscal agent. There is an opportunity for the CBD to help. There is time for discussion and no rush. The motivation for this project is to honor Harvey and inspire hope, inclusion and equality and the current space isn't good enough.

**Motion from the committee to approve redirecting the \$100,000 Community Challenge Grant to the restoration of the Hope for a Cure AIDS mural on 16<sup>th</sup> St.** call for public comment was made. John Goldsmith stated that this was not a redirection of funds, but that the CBD would have to submit a new grant application during the upcoming new cycle of grants. **Motion Approved.** (Correction to the public comment, Lanita Henriquez, program manager CCG, invited the Castro/Upper Market Community Benefit District to redirect the current \$100,000 to a new project. )

### **Finance Committee Report**

Treasurer Alex Harken presented the CBD's first quarter report. Alex reviewed the report with the board, comparing budget vs actuals. No major variances. Variances that do exist were mostly due to underspending in the Castro Cares grant because Castro Cares is no longer contracting for HOT services. Castro Cares is researching alternatives to HOT. **Motion from committee to accept the 1<sup>st</sup> quarter report.** A call for public comment was made. (there was none). **Motion approved.**

Due to an increase in bookkeeper Anh's workload an increase in salary to \$2800 a month is sought. She's working about 10-12 hours more a month. **Motion from finance committee to approve increasing bookkeeper Anh Han's salary to \$2800/month.** Call for public comment, there was none. **Motion**

**approved.**

### Services Committee Report

Chase reported. **Motion from Services Committee to include downstairs office space rent in the new Block By Block contract and to give sub-tenants, The Coop, notice to vacate by June 30, 2018.** Board discussion. Alan commented that this would mean a significant increase to Block By Block's budget and shouldn't be done if it means decreasing services. Jim Laufenberg commented that the CBD is currently working in a tight lower space. There isn't privacy or space to grow. Chase agreed with Alan that new contract shouldn't mean a reduction in Block By Block services. Call for public comment, there was none. **Approved.** Jamal Cool will inform Scott James of the motion.

Block By Block steam cleaning has increased from 2-3 days to 5 days. This is only because BBB is using banked hours to hire more street cleaners and this has freed up Henri's time to steam clean 5 days a week. The new garage lease has also helped make the steam cleaning more accessible and saves a lot of time. Thank you to Jim for helping us find the garage space.

### Land Use Committee Report

Jim Laufenberg reported. Barry's Bootcamp would like to move into 2280 Market Street. There is currently a large contingent of Castro residents going to Barry's Bootcamp in other neighborhoods. Barry's will put up signage for "Coming Soon!", so the space doesn't continue to look vacant, and will install a hose bib accessible to Market St. so they can hose down the sidewalk if they have outdoor seating. **Motion from Land Use Committee to approve the CU for Barry's Bootcamp to move into 2280 Market St., with the understanding that they will have coming soon signage on their window and a hose bib accessible to Market St.** A call for public comment was made. (there was none). **Motion Approved.**

The 1965 Market Street project will make an effort to preserve the view of the old building while adding housing. Current business (Kinko's) will move back in after construction. **Motion from the Land Use Committee, to approve the CU for the 1965 Market St. project.** Board discussion: Pauline asked about the development's time frame. At this time we do not know. A call for public question or comment was made (there was none). **Motion Approved.**

### General Public Comment

At 7:29 pm the next Agenda item for General Public Comment was called. There were none.

### Adjournment

The meeting was adjourned at 7:29p.m.

Minutes taken and prepared by Kristin Wojkowski

Date Approved 02/08/18

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Pauline Scholten, Secretary