



## **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 April 6, 2017**

**Castro Community Meeting Room; 501 Castro Street, Second Floor; San Francisco, California**

The meeting was called to order at 6:08 pm by Board President, Scott James. A basic quorum was present and maintained throughout the meeting.

**Directors Present:** Chase Chambers, Brian Gougherty, Treasurer Alex Harken, President Scott James, Jim Laufenberg, Pat Sahagun, Peter Laska, Vice President Alan Lau, Shawn Vergara

**Directors Absent and Excused:** Hubert Ban, Secretary Pauline Scholten,

**Guests Present:** Supervisor District 8 Jeff Sheehy, Aide to Supervisor Sheehy Bill Barnes, Greg Carey Castro Cares and Castro Community On Patrol, Emily Leys – Retreat facilitator **Staff:** Executive Director Andrea Aiello, (taking minutes)

### **Brown Act Notice** □

Alan 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 7:55pm. 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.

### **Introductions** □

Board members introduced themselves and noted any current, potential conflicts of interest. Guests were invited (but not required) to introduce themselves and to sign in.

### **Board Meeting Minutes from March 9, 2017**

**Motion** M-JL1, SV2, to approve March 9, 2017 minutes. No changes. A call for public comment was made on the March 9, 2017 minutes (there was none), those minutes were approved.

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

Andrea Aiello reported. Andrea began her report to the board remembering Gilbert Baker and honoring him as the creator of the rainbow flag and a community leader. She updated the board on the Community Challenge Grant – submitted on 5/24; activities in the Jane Warner Plaza including an upcoming Little Free Library that The Coop authors will start off with their books and promotion and marketing activities for Live! In The Castro.

She also reported that we now have a solid clean team 4 full-time and 1 part-time worker, they work very hard and are generally happy working here...mostly because the people in the neighborhood appreciate them so much. Anh, the new bookkeeper is doing a great job and we are actively recruiting for Castro Ambassadors.

### **President's Report**

Scott James thanked the board for changing the April meeting to April 6. Scott gave up his time so Supervisor Sheehy could address the board.

### **Supervisor Sheehy**

Supervisor Sheehy spoke about his priorities for D8. Discussed concerns he hears from constituents around crime and homeless issues. He stated he has been developing good relationships with the new Captain at Mission Station, Captain Bill Griffin and also Jeff Kositsky the Director for the Dpt. of Homelessness and Supportive Housing. The Supervisor was very clear when there are complaints from constituents about tent encampments or other type of disturbances he always first calls Jeff Kositsky. Kositsky has differentiated between those who are truly homeless and those who are "just traveling through" and really don't want services. Discussion continued. Sheehy said he is always available and to please contact him through Andrea with issues/concerns.

### **Services Committee Report**

Chase Chambers, Services Committee Chair, gave the report. **Motion** was made from the Services Committee to approve a bonus for each of the Clean Team members. The bonus is included in the budget (due to lower salaries paid during the year, there will be money left over in this line item). The maximum funds available for the bonuses is up to \$5,000; each team member will get a share of the \$5,000 based on their length of time with the Castro CBD. Call for public comment, there was none. Motion passed.

Chase added that the Services Committee is moving forward with the dog poop bag dispensers.

Greg Carey made a presentation on the recent Castro Cares data analysis. Findings show there has been a decline in referrals made to people living on the by the homeless outreach team. Castro Cares is not sure exactly why, this could reflect a decrease in services available in the city – particularly housing. It could also be a reflection that people are not interested in the services they have to offer. Castro Cares will be meeting with HOT supervisors to discuss. The Castro Cares funded patrol special officers' data shows a sharp decline over the past year in the number of incidents reported related to "obstructing the sidewalk" – which is general sit/lie violations. The data also shows a large spike in the number of reported incidents between March – May 2016 this was when Castro Cares was funding a day-time patrol special officer 26 hours a week. This officer went out on medical leave in June and John Fitzinger has not been able to replace him. John has a new officer that should be approved and cleared by the SF Police Commission in about 1 month. This new officer will work a early morning to afternoon shift.

### **Executive Committee Report**

Emily walked the board through the retreat goals and objectives and advised the board members she would be sending out a short 4 question survey. Please check your email and answer the survey. Discussion. Andrea reviewed logistics for the weekend.

### **Finance Committee Report**

**Motion** AlanL (1), JimL (2) to amend the agenda to add the following motion: To approve a 3.4% increase in the assessment fee for fiscal year 2017-18. Andrea explained that the agenda had to be posted by Monday, but

the Finance Committee meeting was on Tuesday, so this motion did not make it to the agenda. Call for public comment, there was none. Motion passed.

**Motion** from the Finance Committee to approve a 3.4% assessment increase for FY 2017-18. Call for public comment, there was none. Motion approved.

**Motion** from the Finance Committee to approve an amendment to the Personnel Policy & Procedure Manual Salary Review & Bonus language.

**Section 5.7 Salary & Wage Review for All Employees**

*Before the end of the fiscal year, all employees shall be given a salary review. the salary review may result in a salary increase and annual bonus at the beginning of the next fiscal year, at the boards' discretion. The methods of implementation are as follows:*

- *The salary increase may be up to the assessment percentage increase for the next fiscal year.*
- *The finance committee presents to the board the funds available for a bonus and the board makes decisions on the bonus and the amount of the bonus.*

Section 5.8 was no longer necessary so was deleted.

Call for public comment, there was none. Motion was approved.

**Motion** from the Finance Committee to approve an amendment to the OEWD Jane Warner Improvement grant for \$5000 for the Castro Merchants to implement their program Windows for Harvey, and that the CBD would decrease our standard overhead charges to 10% (not charge the additional program manager fee of 10%), and we would enter into a contract with the Castro Merchants for \$4500. Call for public comment, there was none. Motion passed. Windows for Harvey is an art program where artists will design artwork related to Harvey Milk for merchants to display in their windows in May for Harvey Milk Day.

**District Identity & Streetscape Improvement**

Brian G. updated the board on DISI committee, the committee discussed Harvey Milk Plaza – the competition has launched and there is a lot of interest from firms in the competition. The committee is also building an Honorary Committee and is in the very early stages of talking to large donors. Many volunteers continue to show up for gardening at Pink Triangle Park, we won't hear back about the grant until June.

**Land Use Committee Report**

Jim L. reported that the committee discussed Andrea's upcoming meeting with Supervisor Sheehy re: concern over vacancies. Committee advised Andrea to suggest ideas that might make the district eligible for expedited services similar to an "enterprise zone".

**General Public Comment**

A call for public comment was made. There were none.

**Adjournment**

The meeting was adjourned at 7:35 p.m.

Minutes taken and prepared by Andrea Aiello

Castro/Upper Market CBD Minutes March 9, 2017

A handwritten signature in cursive script that reads "Pauline Scholten". The signature is written in black ink and is positioned above the printed name.

Pauline Scholten, Secretary

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