



CASTRO/UPPER MARKET COMMUNITY BENEFIT DISTRICT

584 Castro Street #336; San Francisco CA 94114

www.CastroCBD.org 415/500-1181

Minutes of the Regular Monthly Board of Directors Meeting on July 13, 2017

The meeting was called to order at 6:00 pm by President Scott James. A basic quorum was present and maintained throughout the meeting.

Directors Present: Chase Chambers, Treasurer Alex Harken, Peter Laska, Jim Laufenberg, President Scott James, Secretary Pauline Scholten,

Directors Absent and Excused: Brian Gougherty, Alan Lau, Pat Sahagun, Shawn Vergara

Staff Present: Andrea Aiello, Kristin Wojkowski (taking minutes) **Guests Present:** John Goldsmith

Brown Act Notice

Scott 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 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.

Board Meeting Minutes from June 8, 2017 & April 13, 2017

Board Motion M-SJ1, JL2, to approve minutes. No changes. A call for public comment was made. (there was none), those minutes were approved.

President's Report

Scott James reported current board member Shawn Vergara will resign. The board is sorry to lose him. We'd like to have another representative of "night-time" Castro on the board. How can the board be more productive? The survey sent to board members following the board retreat had 9 of 11 responses. Summary of findings included Thursday evening was fine with a majority of board members and most all board members would prefer meeting every other month with allowing additional decision-making authority for the Executive Committee. Recommendation is executive committee will come up with an action plan.

Scott talked about current issues with the CBD sharing space with the CBD's upstairs tenants, Writer's Coop. The writer's feel there are lots of "unknowns" from Block by Block using the space to access the restroom. As contractors, Block by Block is our vendor. Office space isn't a part of our contract with BBB, nor breakroom or storage. Andrea reminded board members the issue is use of the restroom upstairs, but also shared with board

members that the CBD space is not designed for our current use. Scott would like the Coop to continue to use the space. Suggested the issue go to the Services Committee.

Andrea talked about the CBD being better due to the close proximity of the Clean Team. Acknowledges that both sides aren't happy with current situation. Jim Laufenberg suggested another possible solution – funding a bathroom installation downstairs. Currently, the bathroom use and leaving cleaning carts in the hallway are the main issues.

President Scott James will take a hiatus from the board for about six months to focus on his writing.

Executive Committee Report

The board welcomes Jamal Cool. Jamal is from the neighborhood and understands the goals and processes of the CBD now. His family has deep community roots. He sees himself as seeing both sides of resident and property management issues. **Motion from executive committee to approve seat to Jamal. Call for public comment, there was none. Unanimously approved.** Welcome Jamal! Jamal will take a seat on the board that expires in December 2017, he will be up for re-election to a new two-year term at the December board meeting.

Finance Committee Report

Treasurer Alex Harken gave a review of Q4. The balance sheet is strong and the CBD is in good shape. Revenue variances are due to 10B not being used and 2 grants we did not plan for. Most items are close to what we budgeted. Reserve goal is up to \$75,000 for renewal. We will also apply for grants. A call for questions was made. There were none.

Motion from the Finance committee to approve FY17-18 budget, call for public comment, there was none. Motion approved.

Motion from the Finance committee to approve contract with NBS Engineering for assessment study to update parcel information and addresses, call for public comment, there was none. Motion approved.

DISI Committee Report

Brian Gougherty reported the recent meeting was canceled due to lack of a quorum. Provided update to board on Harvey Milk Plaza. Three finalists, Andrea has the drawings if anyone is interested, jurors will meet on August 3rd to review the short-listed submissions. Grant of \$91,419 was received for Pink Triangle Park. Volunteer and coordinator John Goldsmith introduced himself. Currently 5 or 6 pylons are cracked. The grant will create ADA accessible access to the park, new irrigation, landscaping and basically a full and complete restoration. We will be fundraising for art repairs. Moscone Center is renovating and our volunteer landscape architect was able to get 13 granite curbs donated to be incorporated into Pink Triangle Park. The Seed will be installed in September.

Motion was made by BG, JL2 to accept \$91,419 grant and enter into a contract with the City for these funds. Discussion – Andrea mentioned that CCG does not pay for contractors contingency and it was mostly this amount that reduced the grant amount. During a meeting with CCG, the program manager mentioned that it is possible to increase the grant amount to help pay for the pylon repair. **BG amended his motion, AH 2, to approve to enter into a contract with the city for up to \$100,000 through CCG.** Call for public comment, there was none. Motion Approved.

Services Committee Report

Chase Chambers reported. **Motion JL ,CC2 approve the \$28,000 contract with the Public Health Foundation**

Castro/Upper Market CBD Minutes May 11, 2017

(HOT) Enterprise for Castro Cares. Contract is similar to the current contract. A call for questions and public comment was made. There were none.. **Approved.**

Patrol Special contract includes a 4% increase to cost. **Motion JL, CC2 to approve contract with Patrol Special Police including a 4% increase from last year** (no increase taken in FY 16-17) **for a total of \$88,200** (Castro Cares funding of \$71,700 and Assessment funding of \$16,500) **Call for public comment, there was none. Approved.**

Block by Block contract - budget surplus was passed on to increase wages. **Motion JL, CC2 to approve total contract with Block By Block** (includes Jane Warner Plaza and Castro Cares grant funds) **for a total of \$373,292 for FY 2017-18.**

General Public Comment

At 7:25 pm the next Agenda item for General Public Comment was called. There were none.

Adjournment

The meeting was adjourned at 7:30 p.m.

Minutes taken and prepared by Kristin Wojkowski

Date Approved __August 10, 2017_____

Pauline Scholten, Secretary