



CASTRO/UPPER MARKET COMMUNITY BENEFIT DISTRICT

584 Castro Street #336; San Francisco CA 94114

www.CastroCBD.org 415-500-1181

Minutes of the SPECIAL BOARD OF DIRECTORS MEETING on May 10, 2018

Directors Present: Hubert Ban, Jamal Cool, Peter Laska, Vice President Alan Lau, Secretary Jim Laufenberg,
Directors Absent and Excused: Brian Gougherty, Treasurer Alex Harken, Helen McClure, Pat Sahagun **Staff Present:** Andrea Aiello, Kristin Wojkowski (taking minutes) **Guests Present:** John Goldsmith, Shana McCaffey, Scott James

1. CALL TO ORDER AND INTRODUCTIONS: The meeting was called to order at 6:05 pm by Board President Jamal Cool. A basic quorum was present and maintained throughout the meeting.

Brown Act Notice

Jamal 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.

2. APPROVE APRIL 12 CBD BOARD MEETING MINUTES

Board Motion M-JL1, 2nd, to approve minutes. Alan Lau requested his status being changed from unexcused to excused. This change was accepted. A call for public comment was made. (there was none), **those minutes were approved.**

3. ANNOUNCEMENTS

A. Executive Director's Report

Andrea Aiello reported that the Bigbelly Trashcans have been installed and we have received positive feedback. The cans are currently emptied 3 times a day.

We have mailed out a pre-approval meeting notice to be held on May 29th 6:30pm at St. Francis Lutheran Church regarding the change in use of the building the CBD would like to move in to.

B. President's Report

Jamal Cool reported the Coop, Andrea Aiello, Alan Lau were invited to have a meeting. Alan stated the meeting felt successful. Chris Corgis (OEWD) mediated. All involved got a chance to speak. Alan Lau suggested a thank you note be mailed to Chris.

4. COMMITTEE REPORTS

A. Executive Committee Report

A1) A request was made to change the language on the agenda. The Coop was not sent an eviction notice.

MOTION (JL1, PL2) was made to revoke authority for the CBD to ask the Coop to vacate by 6/2018. A call for public comment was made. There was none. **Approved.**

A2) The Board discussed extending the Coop's sublease agreement through August 31, 2020. A **MOTION was made (JL1, HB2)** to keep the Coop as sub-tenants for the duration of the current lease. A call for public comment was made. There was none. **Approved.**

A3) Motion was made (JL1, PL2) to authorize transfer of the master lease for 549A Castro Street to the Castro Writers' Coop subject to the landlord's approval. The CBD will advocate on behalf of the Coop. Advocacy is not yet defined. We will have reasonable conversations about circumstances. A call for public comment was made. Alan Lau asked if we are voting to transfer the lease to the Coop. No, it was reiterated, if the landlord & Coop agree then the CBD will need to vote. If the landlord does not agree we will advocate on behalf of the Coop. **Approved.**

A4) MOTION was made (JL1, HB2) to accept the funds accepted from Horizon Foundation to pay for:

- \$250,000 for contract with Perkins Eastman for conceptual design of Harvey Milk Plaza.
- \$19,264 for contract with Erin Elliott, Project Manager, Friends of Harvey Milk Plaza.

A call for public comment was made. Alan Lau asked what the deliverables are for the Project Manager. Andrea explained how Erin keeps the project moving smoothly. She conducts meetings and is a liaison between the Friends of Harvey Milk, architects, marketing, fundraising and design. Erin chairs and staffs meetings. Alan asked if we are falling into an area where we should consider Erin being an employee versus a contractor. A contract employee dictates where and how they work. October 2018 will make one year as a contractor for Erin. If longer term we should consider employment. A call for public comment was made. There was none.

Approved.

A5) MOTION was made to approve Bigbelly contract for 5 cans for 6 months for \$1750/ month as Board approved contract for receipt of funding from OEWD for \$16,000 at the April board meeting to pay for this contract. A call for public comment was made. There was none. **Approved.**

A6) We do not have to vote on this agenda item. We don't currently have a project and it's just too late. We can reapply next time. **Vote not needed.**

B. SERVICES COMMITTEE REPORT

B1) MOTION was made (JL1, HB2) to approve sending to a letter re: mental health and substance abuse to Senator Scott Weiner and Supervisor Jeff Sheehy (cc Board of Supervisors). A call for public comment was made. There was none. **Approved.**

General Public Comment

At 6:44pm the next Agenda item for General Public Comment was called. Member of the public, John Goldsmith stated disappointment about a previous topic. He is disappointed the mural project was dropped and doesn't want the grant to go through. He stated the last DISI meeting was canceled. Alan Lau clarified; turning back the grant was discussed at the Executive Committee Meeting. This topic is related to **4 A6**. As stated in that section, it's too late for us to submit a project this time. Guest commented that the Bike Coalition applied for this grant and had no idea grant was applied for by CBD.

Adjournment

The meeting was adjourned at 6:45pm

Minutes taken and prepared by Kristin Wojkowski

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Date Approved 6/21/2018



Jim Laufenberg, Secretary

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