

CASTRO/UPPER MARKET COMMUNITY BENEFIT DISTRICT

584 Castro Street #336; San Francisco CA 94114

www.CastroCBD.org 415-500-1181

Minutes of the regular Bi-Monthly BOARD OF DIRECTORS MEETING on June 14, 2018

Directors Present: Jamal Cool, Brian Gougherty, Peter Laska, Vice President Alan Lau, Secretary Jim Laufenberg, Helen McClure,

Directors Absent and Excused: Hubert Ban, Treasurer Alex Harken, Pat Sahagun **Staff Present:** Andrea Aiello, Kristin Wojkowski (taking minutes) **Guests Present:** Shana McCaffey

1. CALL TO ORDER AND INTRODUCTIONS: The meeting was called to order at 6:01 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 5 on the agenda for this meeting, to be called in order but no later than 7:25pm. 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 MAY 14, 2018 CBD BOARD MEETING MINUTES

Board Motion M-AL, JL2nd, to approve minutes. Board President, Jamal Cool requested the minutes be changed to include a copy of text in full from the special Board Meeting. Handout with transcription was handed out. Brian Gougherty noted the Brown Act was read by Jamal not himself. These changes were accepted. A call for public comment was made. (there was none), **those minutes were approved.**

3. ANNOUNCEMENTS

A. Executive Director's Report

In May Andrea held the CBD's pre-application meeting for the s new office space. She was joined in support by Jim L..

The City will have porta-potties in the Walgreen's lot on 18th for Pride. DPW & SFPD will have a presence in the neighborhood. Both *Live!* in the Castro and the Ambassadors are in season. Bryon Heinrich was due to be a guest at this meeting to talk about ManDance Company. Bryon is out of town.

B. President's Report

Jamal would like to know how the President can be more helpful to the Executive Director. He'd like to meet regularly with the ED and report back.

4. COMMITTEE REPORTS

A. Executive Committee Report

A1) At the special board meeting in May, the board voted and approved the authorization for the sublease with the Coop. **Motion was made (AL, JL2)** to authorize the Executive Committee to draft language to extend the sublease. A call for public comment was made. Guest, Shana McCaffey respectfully reminds the board they are to notify the Coop of meetings when the Coop will be discussed. **Approved.**

A2) Discussion and consideration for authorization proposed Bylaws Amendments, as proposed at April 12, 2018 CBD Board Meeting. Motion from Executive Committee. Andrea read the proposed bylaws amendments. Discussion, Call for public comment, there was none. Motion approved.

B. FINANCE COMMITTEE REPORT

B1) Discussion and consideration for authorization, amending Fiscal & Governance Guidelines to ensure consistency throughout, allowing for CBD Board President to enter into approved contracts. **Motion (AL, JL2): The Executive Director and/or any member of the CBD Executive Committee shall have the authority to initiate purchases and sign contracts on behalf of the Castro CBD, within the guidelines described in this policy manual.**

Discussion, call for public comment was made. There was none. **Approved.**

B2) Motion (JL, AL2) To approve spending authority for July and August 2018, up to \$157,000, as a temporary measure to enable payment on CBD expenses before the August Board meeting during which CBD FY 18-19 budget will be voted on for approval.

C. DISTRICT IDENTITY & STREETScape COMMITTEE REPORT

C1) DISI Committee took a walking tour to examine CBD projects including the history plaques improvement, plants in Jane Warner and Harvey Milk Plaza and consider signage for The Seed. Thanks to the hard work of local resident Gordon Crespo the first test plaque has been completed and is the plaque on Castro Street in front of Wells Fargo. Thank you Matt Brezina, also a local resident, for funding this first test plaque.

The Seed signage plaque will be installed facing the seating area near the Twin Peaks side. The planters need weeding and planting. Stuart will seek volunteers for gardening.

Replacement chairs (9) and tables (4) for Jane Warner Plaza have been purchased with JWP OEWD grant funds. Some will need to be replaced annually. Jamal asked why we don't use something more durable like cast iron. Andrea explained we've already tried a lot of different furniture from very heavy furniture to lighter types and everything in between. These really are the best chairs, except they do get a lot of wear and tear in the Plaza. Andrea reminded the board that the furniture has to be put away at night.

C2) Live! in the Castro season 2018 is underway. Andrea shared two videos. One from Opening Day of people dancing in the Plaza to DJ Jimmy Strano and another made last year with some LITC highlights. Brian G suggested, "a day in the life" video could show what we do to highlight the personal aspects of what the CBD does in the neighborhood, like cleaning.

D. LAND USE COMMITTEE REPORT

D1) Representative from Flore Store, a new cannabis store seeking to open on Noe St. canceled and will be returning at a later date. **D2)** Helen McClure reported the Land Use Committee has hashed out some "shop local" ideas such as way finding signage, but, nothing at Harvey Milk Plaza can really be done until the Harvey Milk Plaza project & Castro Accessibility Improvement Project is completed. Jamal would like to find strategies to bring daytime people to the neighborhood to increase foot traffic. Jamal also noted that vacancies

dropped by ½ a percent. Andrea shared a map of local businesses made by Cushman & Wakefield using data collected by Kristin. It was suggested color coding retail, food, services, etc.

E. SERVICES COMMITTEE REPORT

E1) Alan Lau reported the Block By Block (BBB) 3 year contract is up at the end of the month. Cleaning is 65-68% of our budget. BBB is seeing significant increases due to the mandatory benefits package as required by CCSF. The current proposal is for a 6% increase (3% salary, 3% benefits). Alan reported our goal is to limit the increase to 3%. Anh and Andrea are working on this and should know more in August. **E2)** Jamal reported on Castro Cares fundraising meeting. Last year we had 100 people come through but the space wasn't ideal. Sponsorships raised the most. This year we will host a beer bust at Beaux a day before the Castro Street Fair. Griffin Gaffney (of Back on Your Feet) wrote a fundraising strategy for Castro Cares. Another idea is a CBD day/ week in conjunction with Castro Art Walk with signage in local businesses.

Andrea reported the Executive Committee approved CBD logo branded t-shirts and hats to sell at the Castro Street Fair. Jamal noted we need to spell out what the money goes to - clean, safe and compassionate. Andrea talked about raising enough to possibly hire a Downtown Streets Team member. Downtown Streets Team works with marginally housed people and trains to turn into cleaning staff. Block By Block & Pit Stop have used DTST. DTST has a good transition to permanent employment track record.

Andrea also reported the Castro Cares case manager job description is up on the SF AIDS Foundation website.

F. RENEWAL COMMITTEE REPORT

F1) Andrea reported that the Castro CBD as all other CBD's do when going through the renewal process, will be hiring a consultant to assist with the process particularly related to the engineering, assessment methodology, budgeting and assessment rate setting issues. Jamal informed that board members they will be asked to volunteer to assist with the renewal for activities such as door knocking. The committee has discussed increasing the CBD footprint to include problem areas.

5. General Public Comment


At 7:19pm the next Agenda item for General Public Comment was called. There was none.

6. Adjournment^[SEP]

Motion was made (JL, AL2) to adjourn. The meeting was adjourned at 7:20pm

Minutes taken and prepared by Kristin Wojkowski

Date Approved _08/9/18_



Jim Laufenberg, Secretary