

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 August 9, 2018

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

Directors Absent and Excused: Hubert Ban, Treasurer Alex Harken, **Staff Present:** Andrea Aiello, Kristin Wojkowski (taking minutes) **Guests Present:** John Goldsmith, Justine Shoemaker (board applicant)

1. **CALL TO ORDER AND INTRODUCTIONS:** The meeting was called to order at 6:02 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 June 14, 2018 CBD BOARD MEETING MINUTES

Board Motion M-AL, JL2nd, to approve minutes. No changes were called for. A call for public comment was made. There was none. **Motion was approved.**

3. ANNOUNCEMENTS

A. Executive Director's Report

Andrea Aiello shared the new Out & About guide. The CBD welcomed 3 new Castro Ambassadors. Block By Block, the CBD's cleaning contractor, is currently hiring and hiring is difficult, this is a very tight job market, out of 5 interviews scheduled, none showed up.

B. President's Report

Jamal Cool reported. The President has been going to subcommittee meetings in order to be more helpful to the Executive Director. They also plan to meet regularly.

C. Guests

Supervisor Mandelman is scheduled to speak. At this time he was not present. Bryon Heinrich was rescheduled.

4. COMMITTEE REPORTS

A. Executive Committee Report

1) Assign executive committee the duties of nominating committee effective with the by laws amendment on June 14, 2018. A motion was made (JL1, PS2) to assign the executive committee duties of nominating committee effective with the bylaws amendment June 14, 2018. A call for public comment was made. There were none. Motion Approved.

Jamal reported on the CBD office move. The Executive Committee appointed Kelly Stone of Prado & Daniel Bergerac of Mudpuppy's to the renewal committee..

Supervisor Mandelman arrived at 6:13pm. We picked up on **agenda item 3C**. The board welcomed the new supervisor and thanked him for stopping by. Supervisor Mandelman introduced his aide, Tom Temprano. His primary emphasis right now is homelessness, understanding all the issues, learning and meeting with community leaders. His office is trying to implement quick responses calls/emails.

In regard to retail vacancies, the Castro needs a more aggressive approach. The Supervisor thanked the CBD for the work it's doing with Harvey Milk Plaza. His aide, Tom recently walked through Jane Warner Plaza on a Sunday and found it looked nice. The CBD's impact for the cost is impressive. The supervisor looks forward to working with the CBD.

2) Discussion and consideration for approval Justine Shoemaker for CBD board member. **Motion** PS1, AL2, Approve Justine Shoemaker for CBD board member. Discussion.

Board applicant, Justine Shoemaker introduced herself and shared a bit of her history and interest in the Castro neighborhood and serving on the Board. She grew up in San Francisco & works for Veritas. A call for public comment was made. John Goldsmith expressed concern. **Motion Approved.**

B. FINANCE COMMITTEE REPORT

1) Discussion and Review Q4 Financial Statement: Treasurer Alex Harken and Hubert Ban are absent from this meeting. Q4 financial report was given by Andrea and Alan Lau. Handout in board packet was referenced. Comparing last year to this year, we have more money than predicted. The CBD received assessment payments early and has no outstanding assessment payments. A call for public comment was made. There were none. Concern was expressed that the Finance Committee had not met. A request was made to have the Finance Committee review.

2) Discussion and consideration for authorization FY 2018-19 Budget: **Motion:** AL1, JL2 approve FY 18-19 budget. Discussion and consideration to approve budget. A call for public comment was made. John Goldsmith commented on the financials. **Motion Approved.**

3) Discussion and consideration for authorization of contract with RINA Accountancy for \$8250 for CPA Review and Tax preparation:

Motion AL1, JL2 was made to approve contract with RINA Accountancy for \$8250 . Discussion, contract represents a 3% increase from last year's CPA review and Tax preparation. Call for public comment was made. There was none. **Motion Approved.**

C. DISTRICT IDENTITY & STREETSCAPE COMMITTEE REPORT

1) Report Back: Brian Gougherty reported this week's DISI Committee meeting was canceled. Alan Lau commented the Seed installation had been damaged due to vandalism in June. Aphidoidea went above and beyond in order to get light fixed for Pride festivities. Brian G. announced his decision to step down as chair of the DISI Committee. He plans to stay on the CBD Board and the Harvey Milk Plaza Committee. DISI committee projects may pick up as the City implements its pedestrian safety program. Chair position be filled on a rotating basis.

2) Discussion and consideration for authorization of Jane Warner Plaza improvement contract for \$125,000 for FY18-19: **Motion** JL1, AL2 to approve Jane Warner Plaza Improvement contract for \$125,000 for FY18-19.

This pays for entertainment in the Plaza, the Plaza steward and part of Kristin's salary. Alan Lau praised the Live! in the Castro program. A call for comment was made. There was no public comment. **Motion Approved.**

3) Report back on Retreat Objectives: Brian G. reported that the committee will be focusing a lot of its energy moving forward on the Market St. Pedestrian Safety project with MTA and DPW.

D. LAND USE COMMITTEE REPORT

1) Discussion and consideration for authorization to support the CU for MSpa: **Motion** JL1 was made to support the CU for MSpa. A call for public comments was made. There were none.. **Motion Approved.**

2) Discussion and consideration for authorization to support a Type 42 ABC license for Fig & Thistle: **Motion** JL1 to support a type 42 ABC license for Fig & Thistle. A call for comment was made. There were none. **Motion Approved.**

3) Update on Kantine's request to use outdoor furniture: The CBD sent letter of support, as this was part of the understanding during the original CU. Kantine's request was approved.

E. SERVICES COMMITTEE REPORT

1) Discussion and consideration for authorization Block By Block 2.5 year contract for \$385,146 per year. This budget includes funding from assessments, grants and affiliate memberships: **Motion** JL1 Authorization of Block By Block 2.5 year contract for \$385,146 per year. Discussion. Grants and affiliate memberships pay for part of the Block By Block services. There is no cost of living increase in the contract. Medical benefits were increased instead. A call for public comment was made, no comments related to this vote. **Motion Approved.**

2) Discussion of authorization of contract to work with Hayes Valley Neighborhood Association on cleaning services is put off until October.

3) Discussion and consideration for authorization contract with Patrol Special Police for \$15,600 for FY 18-19 and \$22,200 from Castro Cares donations. Total contract for Patrol Special Castro Cares to be signed upon receipt of approved OEWD contract will add an additional \$61,021. **Motion** JL1, AL2 authorize contract with Patrol Special Police for \$15,600 for FY 18-19 and \$22,200 from Castro Cares donations. Call for public comment, there was none. **Motion Approved.**

4) Discussion and consideration for authorization of Castro Cares contract for \$175,000 for FY18-19: **Motion** JL1, HM2, to authorize Castro Cares contract for \$175,000 for FY18-19. A call for public comment was made. There was none. **Motion Approved.**

5) Discussion and consideration for authorization, contract with SFAF for \$28,000 for 3 months of intensive outreach program with Castro Cares, total contract for \$64,000 to be signed upon receipt of approved OEWD contract. **Motion** JL1, PL2 to authorize contract with SFAF for \$28,000 for 3 months of intensive outreach program. Discussion The SF Aids Foundation has selected a candidate for this position but does not have signed contract yet. This motion gives Andrea Aiello authorization to sign contract for \$28,000 for three months of intensive outreach with Castro Cares. A call for public comment was made. There was none. **Motion Approved.**

6) Castro Cares Update: Outreach worker will wear branded jacket & t-shirt. Castro Cares will host a "beer bust" fundraiser at Beaux in October.

F. RENEWAL COMMITTEE REPORT

1) Discussion and consideration for authorization mandatory survey: **Motion** JL1 was made to authorize renewal survey. Discussion, a suggestion was made to put block and lot number on survey. This feasibility survey requires a 20% response rate and will be sent to an expanded area. We will be offering an entry into a \$100 gift card drawing for completing survey, from non-assessment dollars. A call for public comment was made. There was none. **Motion Approved.**

2) Discussion and consideration to authorize RFP for renewal consultant. **Motion** JL1, PS2 authorize RFP for renewal consultant. A call for public comment was made. There was none. **Motion Approved.**

5. General Public Comment

At 7:20pm the next Agenda item for General Public Comment was called. The Board received public comment by John Goldsmith.

6. Adjournment


Motion was made (JL1, AL2) to adjourn. The meeting was adjourned at 7:25pm

7A) A call for public comment on closed session was made. John Goldsmith commented on the closed session item.

The public was thanked for their comments.

Minutes taken and prepared by Kristin Wojkowski

Date Approved October 18, 2018

 10/22/18

Jim Laufenberg, Secretary