



## **CASTRO/UPPER MARKET COMMUNITY BENEFIT DISTRICT**

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**[www.CastroCBD.org](http://www.CastroCBD.org)**

### **Castro/Upper Market Community Benefit District Minutes of the Regularly Scheduled Board of Directors Meeting on May 8, 2008 Castro Community Room, 501 Castro Street, San Francisco**

The meeting was called to order by Vice President Gustavo Serina at 6:08pm with a quorum present.

**Directors present:** Dominic Campodonico, Kimberly Daniels, Brian Greene, Tim Patriarca, Pat Sahagun, Pauline Scholten, Gustavo Serina, Ken Wingard

**Directors absent and excused:** Herb Cohn, Steve Desdier, Ken Stram

Staff, Contractors, Guests: Andrea Aiello (Executive Director), Abigail Kiefer (S.F. Planning Department), Winston Dong (Urban Ecology).

#### **Approval of Minutes**

Minutes of the Board's April 10, 2008 meeting were unanimously approved with the addition of Dominic Campodonico as in attendance. (M-KenW, 2<sup>nd</sup> DominicC).

#### **Financial Report**

April financial report was distributed. Steve Desdier, Treasurer was absent. Board members had the following questions:

- 1) Why is money in a money market fund and not in a CD where it can collect more interest?
- 2) Why are we being charged bank fees of \$12.50/month when we have so much money in the bank?
- 3) Between the February financial statement and the April financial statement there is \$99,000 missing from the money market account, but there is no documentation of where this money went.
- 4) We have a lot of money in reserves, how much is too much? Are there legal limits to collecting savings?

No one present was able to answer any of these questions. Andrea will ask Steve and get back to the Board members as soon as possible, particularly with the answer to question #3. Andrea will also call a Finance Committee meeting (Gustavo, Steve, Herb) soon. Brian G. volunteered to join the Finance Committee.

#### **Maintenance and Safety Report**

Gustavo reported that Bryan McCue requested he not attend every board meeting, but only attend when there is a special event occurring soon, for instance Gay Pride, Castro St. Fair, etc. Gustavo supported this, all board members agreed. Copies of the MJM April report were distributed; there were no comments or questions.

## **Maintenance and Safety Report.**

Andrea reported that Jane had some medical issues and would not attend the meeting. There was no security report available. Board members asked Andrea to meet with Jane and discuss her need to attend board meetings or send a representative, need for documentation of security hours CBD is paying for, when is her hearing coming up? What is the process if we want to change the hours? Again, question of, "are we buying any specific person's time?"

Board all agreed that we will put both the Cleaning and Management contract and the Security contract out to bid for 2009, planning for this should begin in the fall. Board also asked Andrea to look into using the SFPD for security purposes.

## **Upper Market Plan**

Abigail Kiefer from SF Planning Department presented on key pieces of the Upper Market Plan. There was much discussion. One question raised was around parking, and why did there appear to be a slight decrease in parking when the community wanted more parking? Abigail responded that much of the area was in the Market/Octavia Plan and there actually was a stronger call from the community for open space and greenery then for parking. Abigail urged all board members to read the plan at <http://uppermarket.sfplanning.org> . Andrea suggested that part 2 was most relevant.

## **CBD Streetscape Improvement Plan**

Winston Dong from Urban Ecology presented the findings, up to this point, from the streetscape improvement planning process, and identified linkages with the Upper Market Plan, details will be presented at the May 27<sup>th</sup> Streetscape Committee meeting (1:30-3:00 at Maitri). He also presented an outline for the June 4<sup>th</sup> Final Community meeting, see attached.

Andrea attended a meeting with SFCTA to discuss implementation of the Church St. recommendations to MTA. She learned that we must identify which implementing agency (DPW, MUNI, ect.) is responsible for which recommendation and then get our issue on that implementing agencies 5YPP. PUC is responsible for streetlighting.

Andrea reported that there is a Community Challenge Grant due on July 9<sup>th</sup>. Some ideas suggested for this grant application is to enliven the corners of Noe, 16<sup>th</sup>, Market and/or Sanchez, 15<sup>th</sup>, Market. It was also suggested to consider doing something on Castro St., possibly at HM Plaza with benches or some planters or at the newly proposed transit plaza at 17<sup>th</sup> and Market. Abigail K. suggested it might be possible to combine something with some work also being done by the City. Brian G. joined the Beautification Committee (Ken W. and Brian G.), they will work with Andrea in developing the priorities for the grant.

## **Board Business Update**

**Business Attraction update:** Ken S. was not present. Andrea reported that the application for a 2<sup>nd</sup> year of funding for the business attraction campaign is due on May 22<sup>nd</sup>. The Business Attraction team (MUMC, CBD, The Center) met with Supervisor Dufty to discuss continuation of the Business Attraction Campaign, Supervisor Dufty indicated he would try to find funding for MUMC's contribution, Steve Adams volunteered to look for funding through his bank for the CBD's contribution of \$15K.

**Website:** Andrea reported the website is up and thanked Pauline for her valuable contribution.

**UMA:** Andrea reported that Janet Sahagun is still willing to attend UMA meetings on behalf of the CBD, she and Andrea will talk in between meetings to ensure she is up to date on all issues. Thank you Janet!

**Executive Committee Report:** Gustavo reported that Andrea has been working an average of 26-28 hours a week. Her base pay from the CBD is 15 hrs./week. Through the Pedestrian Safety grant she has been able to add an extra 5 hrs./wk. Andrea is not requesting to be paid for the extra work she has already put in, but she has called it to the attention of the Executive Committee and needs guidance on her hours, she can not continue to work the extra hours without getting paid. The board decided to refer this to the Finance Committee for a recommendation.

**Gay Pride Management:** Andrea reported she met with the Sister's of Perpetual Indulgence, Frameline, MJM, and Nicolas King, legislative aide, Bevan Dufty to discuss cleaning of Castro during Pink Saturday, Film Festival and Gay Pride. It was a productive meeting and Bryan McCue offered to add 2 additional MAC workers on Pink Saturday (at no cost to CBD) and will come in early on Sunday morning to clean.

Contractual Insurance Requirements: Andrea reported that the CBD is not in compliance with the insurance requirements in the contract we have with the City. She and Dominic C. are working on this and will present their recommendations at the next board meeting.

Public Comment: No public comment.

Adjournment: Meeting was adjourned at 7:45pm

Minutes taken and prepared by Andrea Aiello and Dominic Campodonico.

RM: Castro CBDMinutesBoard050808Web