

**Castro/Upper Market Community Benefit District
Minutes of the Regularly Scheduled
Board of Directors Meeting on August 14, 2008
Castro Community Room, 501 Castro Street, San Francisco**

The meeting was called to order by President Herb Cohn at 6:07pm with a quorum present.

Directors present: Dominic Campodonico, Herb Cohn, Kimberley Daniels, Steve Desdier, Brian Greene, Pat Sahagun, Pauline Scholten, Gustavo Serina, Ken Stram;

Directors absent and excused: Tim Patriarca, Ken Wingard;

Staff, Contractors, Guests: Andrea Aiello (Executive Director); Don Neuwirth, Linda Roberson (Urban Ecology); Richard Magary (taking Minutes); approximately eight (8) members of the public.

Those present introduced themselves to the group. A sign-in sheet was provided for members of the public who attended.

Approval of Minutes

After noting one correction, Minutes of the Board's July 10, 2008 meeting were *unanimously approved* (M-GS, 2-SD).

Treasurer's Report

July 2008 Financial Statements and supporting information were distributed. The treasurer noted that these Reports were revised from versions emailed earlier to Board Members.

SDesdier reported that he continues to open additional bank accounts, to keep district funds under FDIC insurance limits at each institution.

HCohn reported on behalf of the Finance Committee that the previously noted, projected deficit of \$27,333 for the 2008-2009 year remains unresolved. A potential grant from US Bank now is less likely. GSerina suggested that Bank of America Foundation may be a resource, and that he can assist with contacts. He and AAiello will followup.

Maintenance Report

MJM's written Report for July 2008 was previously emailed to all Board members. AAiello reported on behalf of MJM. It previously had been agreed that MJM will attend Board meetings every other month; they did attend the July Meeting, and will again in September. MJM continues to deploy an "added crew" in the District's area, beyond what is scheduled and billed in the current contract. AA reported that she has spent considerable additional time on MJM and maintenance issues the past month, due to a higher volume of community comments and complaints which required followup. GSerina noted that DPW is taking budget cuts in the final City 2008-2009 budget. These could affect DPW's service levels in the District, but no such cuts have been scheduled to date.

Safety Report

AAiello reported that Officer Jane Warner was absent this evening, in order to attend a Castro Street Fair planning meeting. AA noted an email report of SFPD Mission Station incidents which was distributed to Board Members on behalf of SFPSP. AA is researching requirements for a renewal RFP for District Safety Services, and walking the SFPSP beat with Jane to learn more about SFPSP's work. She noted that SFPSP is the only non-SFPD group authorized by the City to perform "beat patrols." Security Guards must maintain a fixed post. Over-time SFPD Officers can walk a beat, and they can be hired - this Program is called "10B," but it is fairly expensive. Options such as the "Ambassadors" used at Union Square and "Community Guides" employed by the mid-Market District also are being reviewed.

CBD Streetscape Improvements and Related Planning

The August 14 draft version of Urban Ecology's "Castro/Upper Market Pedestrian Streetscape Plan" was reviewed in detail by UE's representatives. Its recommendations are designed to correlate with those from the Planning Dept.'s Upper Market Workshops, the City's Better Streets planning, Market-Octavia Plan

guidelines, SFMTA's Duboce Trackway Improvement project and other, related efforts. Board Members' comments and suggestions were noted. The "Implementation" and "Phasing" sections are not yet complete. It is expected that a final draft Report will be available in time for the Board's vote to adopt the Report and Plan at the District's September 11 Board Meeting.

Greening Committee

A project to install and maintain hanging flower baskets in the District was discussed further. Brian Greene said that his firm is willing to sponsor four baskets at 18th/Castro. Questions regarding costs and options regarding baskets, locations, etc. were discussed. The potential for merchant/property owner sponsorship should be considered. EVPA may be able to direct some of its proceeds from Castro Street Fair Gate donations to the effort. Concerns regarding water conservation were noted. After additional discussion, it was *unanimously approved* (M-GS, 2-DC) to endorse the Hanging Flower Baskets Program in concept, that it could be sponsored by the District but not funded by CBD resources at this time, and to further explore various available options and overall feasibility. A Committee including Board Member Brian Greene, and merchants Petyr Kane and Dennis Collins of Citizen/Body will pursue the issues and report back at a future meeting.

Requests for Proposals

AAiello again reported that the District's contract for Maintenance Services is due for renewal in February 2009. An RFP Committee (AA, Dominic Campodonico, Kim Daniels, Brian Greene, Tim Patriarca) is drafting an RFP for Maintenance Services. A draft of this RFP will be made available at the September Board meeting, and should be finalized by October. The CBD does not have a written contract with SFPSP. After researching needs and options for Safety Services, the RFP Committee will make a recommendation to the Board on next steps to take for Public Safety Services.

Executive Director's Report

Website

AA reported that the CBD's website "Contact Us" feature is becoming active. While that then requires her additional time to monitor and respond, it also provides a communication path with the community.

MUMC

AA spoke at the August 7 MUMC Members Meeting to keep the business community informed about the CBD's activities, and to promote cooperation between the groups. Over 50 businesses attended.

Street Maintenance Issues

AA and Members of the RFP Committee soon will walk streets of the District with senior SF DPW representatives to clarify responsibilities (e.g. street trees, tree wells), and to identify issues and possible solutions..

Streetscape Issues

AA reported that she, TPatriarca and LRoberson from Urban Ecology are meeting with staff from SF DPW and MTA to walk the Church Street area and to clarify the CBD's and DTNA's recommendations.

Executive Committee

A Draft Agenda for the August 20 Executive Committee meeting was distributed. Board members are invited to submit additional Agenda topics prior to the meeting.

Castro Street Fair

AA asked Directors to mark their calendars and to help prepare and staff the District's booth at the Fair on Sunday, October 5.

Public Comment: Several members of the public addressed the Board during this Agenda Item, including Petyr Kane, Dennis Collins, Diane Nutting, Brad Villers, Dan Glazer and JD Petras.

The comments included a request for additional communication between the District, MUMC, merchants, and other area groups; expressed a desire for more immediate, visible greening projects; noted a lack of SFPSP and SFPD response to panhandling and other "quality of life" issues; and commented on details and effectiveness of MJM's sidewalk steam cleaning work.

Adjournment: The Meeting was adjourned at 7:55pm (M-GS, 2-PS)

Minutes taken and prepared by Richard Magary.

Approved September 11, 2008