



CASTRO/UPPER MARKET COMMUNITY BENEFIT DISTRICT

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Minutes of the Regularly Scheduled Board of Directors Meeting on November 12, 2009 Chase Bank, Community Room; 2112-15th Street; San Francisco California

The Meeting was called to order by President Dominic Campodonico at 6:02pm. A quorum was present and was maintained throughout the meeting.

Directors present: Greg Bronstein, Dominic Campodonico, Herb Cohn, DeJauna Joseph, Brian Greene, Tim Patriarca, Pauline Scholten, Gustavo Serina, Richard Sollitto, Ken Stram, and Ken Wingard;

Director absent: Pat Sahagun

Staff, Contractors, Guests: Andres Power (S.F. Planning Department), Andrea Aiello (Executive Director), Richard Magary (taking Minutes), and five (5) members of the public.

An agenda was distributed to Board members and guests, along with supporting materials to Board members for use at the meeting. A "Friday Packet" of Board materials and then supplements had been emailed to Board members on November 6, et seq. Guests were invited (but not required) to sign in.

Brown Act Notice

Dominic 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; are open to the public; for public comment on that specific item before any vote is taken; and for general public comment, scheduled as the next-to-last item of business (Item IX) on the Agenda for this meeting.

Minutes from October 8, 2009

There were no corrections to the draft dated 10/31/2009, and the Minutes of the Board's meeting on October 8, 2009 were *approved* by general consent.

President's Report

Dominic suggested that the December 10 annual Board meeting be moved to a date during the week of December 1, to avoid some scheduling conflicts. Andrea will follow up with Board members to confirm a date which works for most or all members, then she will provide the required public notice.

Dominic reminded Board members that elections for Directors where terms are expiring and for Officers will be held at the December Annual Meeting.

Board members were reminded of their obligations to attend all Board meetings unless excused upon prior notice, and to review materials in the "Friday Packet" prior to meetings.

Board members also were reminded of their obligation to consider any possible conflict of interest and to disclose it prior to consideration of any topic, so that they can be excused from discussion of and voting on that item. Andrea also is reviewing the required documentation to be signed when a Director is elected, acknowledging the CBD's conflict of interest policies.

Treasurer's Report

Herb presented the Treasurer's Report which previously was emailed to all Board members:

Beginning of month cash balances were \$341,816.50

During the month of September 2009, the CBD earned interest of \$281.83

Expenses for the month were \$27,389.98 for our maintenance contract and administration costs.

End of the month cash balances were \$316,775.68

Herb also presented the Financial Statements for the month of September 2009 and year to date, and answered questions from Board members about them.

Committee Reports

Services Committee

The Committee Meeting Summary dated November 6, 2009 was included in the Friday Packet. *MJM Management's* report for October was emailed to Board members prior to the meeting.

Dominic summarized the Committee report. He said that the new Community Guide program began about 1 ½ weeks ago. He noted several early successes where individuals on the street were engaged and referred to appropriate services.

DC reported to the Board on the Community Guide Program:

David Lewis, Community Guide is able to cover the entire district each night he is out in his 4 hour shift, and is able to get down to Octavia and Market twice during the shift. Priority locations will be continually evaluated by the Community Guide, the Board and the MJM Operations Manager. In just the first week and one-half that he has been working as a Community Guide he had a few major successes: 1) A homeless individual in the Church/Market area indicated to David he would be willing to go into services, David called the Homeless Outreach Team, they arrived shortly and brought the person into services and took him off the street. 2) David encountered a fairly aggressive individual on the northwest corner of 18th and Castro Streets, David called SFPD and the person was deemed a danger to himself/others and was taken into services. 3) An individual was having a seizure on the sidewalk, David called for help, stayed with him and treated him appropriately until first responders arrived.

The Community Guide can be accessed by calling CBD Dispatch 559-8492.

Current shift is 3-7pm, but may be changed depending on experience. Performance measurements for the project are being developed by Andrea and the contractor, *MJM*. Beginning with November, *MJM's* monthly report will include a section about Community Guides.

There has been an increase in cardboard left at curbs since recycling entrepreneurs have reduced their activity due to lower market prices for the material. Sunset Scavenger has a cardboard pickup program. Andrea was asked to request that they increase their outreach about it to local merchants and large residential buildings.

Streetscape Committee

The Committee's report dated October 23, 2009 was included in the Friday Packet.

KenW summarized the Committee report. He said that the access sign for *Castro Chevron's* entry off Market Street has been installed. The CBD paid the minor cost for this from budgeted "Unforeseen Expenses" for the current year, because the City failed to fulfill its promise despite several requests and it had become a safety issue. Andrea is arranging to amend the CBD's insurance policy, to cover 17th Street Plaza chairs and tables which are stored overnight voluntarily by a nearby business. See a motion related to these items under "Unfinished Business" below.

Members of the Streetscape Committee met with the Chair of the *Market-Octavia Plan Community Advisory Committee (CAC)*, to discuss the *CAC's* list of proposed community projects. KenW summarized the Streetscape Committee's comments and recommendations for amending the project list, so it is better coordinated with recent Castro-Upper Market design plans, and to represent a better balance of projects throughout the M-O Plan area. Andrea will send a letter to the *CAC* with the material. While it may be years before many M-O Plan area projects generate fees to fund these projects, it is important to follow the process from its current early stage.

ISCOTT today approved a 6 month extension of permits for the 17th Street Plaza after hearing support from major community groups including the *Bicycle Coalition*, the CBD, *MUMC*, *BVNA*, *CAPA*, *DTNA*, *EVPA*, and others. Future extensions are expected. Andres Power of the *S.F. Planning Department* showed plans for revising the current temporary layout, landscape, and furnishings in the Plaza to make it more welcoming and to serve for a 2-3 year interim period until further plans and funding for a more permanent Plaza can be developed. The "interim" revisions will cost about \$100,000, with about 45% funded by DPW, and non-City funds for the balance being sought by Planning staff because of San Francisco's budget shortages at this time. The "interim"

renovations need to be done ASAP because some materials are likely to be severely damaged by winter rains. Concern was noted that the overall Plaza concept needs a long range plan not only for design but also for funding. It also was discussed whether the CBD should consider this project as a major focus of its activity. Andrea is returning to the *S.F. Arts Commission* on November 16 with new, clearer graphics and supplemental information about the CBD's proposal for improving Harvey Milk Plaza using Community Challenge Grant funds

KenW reported that *Safeway* will not offer a formal opinion about renovations on City property near the steps to their property at Church/Market, but that they will continue to be kept informed. Andrea will discuss a possible funding contribution for the work, with a *Safeway* representative.

Board Development Committee

Dominic reported that three applicants want to stand for election next month, bringing the Board back to an odd number of members as required by the by laws. The Bylaws currently provide for up to 21 Board members.

Executive Directors Report

Andrea's report for October 2009 was emailed as part of the Friday Packet and subsequent materials prior to the Board meeting. There were no questions or comments on her report.

Unfinished Business

The following was M-KW, 2-GS:

Motion to ratify the Executive Committee's action of approving a total expense of up to \$700.00 to pay for: 1) the costs associated with the purchase and installation of a safety-related entrance sign, and the painting of arrows on the driveway for the *Castro Street Chevron Service* station at Castro and Market Streets, which is warranted as a result of the barricades associated with the 17th Street Plaza; and 2) Volunteer Accident Insurance to cover volunteers, including those associated with the voluntary removal and lock-up of the 17th Street Plaza street furniture as well as general care-taking of the District.

Although he did not attend this meeting, Board member Pat Sahagun, owner of *Castro Street Chevron Service*, previously excused himself from all discussion, consideration and voting on this item, pursuant to the CBD's conflict of interest policy. After discussion and a call for public comment on the item (there was none), the motion was *approved unanimously*.

New Business

Starbelly Restaurant Conditional Use Application

After the Agenda for this meeting was posted, it was learned that the *Planning Commission* will consider on November 19 a Conditional Use Application by the new *Starbelly* restaurant at 3583-16th Street, to increase hours of operation and to allow seating within the rear yard patio and on the front sidewalk. The requested activities were in use by two previous restaurant operators at this location, but *Planning Department* did not properly document the activities when recently issuing new permits to *Starbelly*. The Application is to rectify this City staff error and to allow continuation of these longtime activities at the location. Board discussion indicated support for the Application, which will be formally considered by the Executive Committee at its meeting next week.

Food Trucks, etc.

Multiple operators of food services businesses located in mobile trucks, trailers, etc. are showing interest in doing business in the CBD's area, both on public streets (using on-street parking) and private property. There was initial discussion of this complex topic, which may be continued at future Committee and Board meetings.

Public Comment

General Public Comment was called for at this point. There was none.

Adjournment

The meeting was adjourned at 7:20pm.