



CASTRO/UPPER MARKET COMMUNITY BENEFIT DISTRICT

584 Castro Street #336; San Francisco CA 94114

www.CastroCBD.org 650/355-1294

Minutes of the Regular Monthly Board of Directors Meeting on December 9, 2010 Chase Bank Community Room: 2112 15th Street; San Francisco, California

The meeting was called to order at 6:00pm by Vice President Gustavo Serina, chairing for President Dominic Campodonico who could not attend.

A quorum was present and was maintained throughout the meeting.

Directors Present: Joel Bubeck, Jim Laufenberg, Tim Patriarca, Pat Sahagun, Secretary Pauline Scholten, Vice President Gustavo Serina, Blake Smith, Richard Sollitto;

Directors Absent: Excused absences: President Dominic Campodonico, Treasurer Herb Cohn, Ken Wingard; Unexcused absences: Greg Bronstein, DeJauna Joseph

Staff, Guests: Executive Director Andrea Aiello; Richard Magary (taking Minutes); a representative from the *S.F. Mayor's Office of Economic and Workforce Development*, and two members of the public.

An agenda was distributed to Board members and guests. A packet of Board materials and supplements had been emailed to Board members prior to the meeting and was available to guests.

Introductions

The Board members publicly introduced themselves and guests were invited (but not required) to introduce themselves as well.

Brown Act Notice

Gustavo 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 on all agenda items, and before any vote is taken; and for general public comment, scheduled as the next-to-last item of business (Item VIII on the Agenda for this meeting, to be called in order but no later than 7:25pm).

Minutes from November 11, 2010

After one correction was noted, the draft Minutes were adopted by general consent.

Election of Board Members for 2011

Gustavo reported that the Executive Committee nominated six (6) incumbent CBD Board members whose current terms expire on December 31, 2010, for re-election to two year terms beginning January 1, 2011 through December 31, 2012 (or until their successors are elected). They are: Joel Bubeck, J. Dominic Campodonico, Herb Cohn, Tim Patriarca, Jim Laufenberg, and Kenneth Wingard. All have indicated a willingness to continue serving, if re-elected. Gustavo called for additional nominations for the six (6) Board seats. There were no further nominations and nominations were closed. Written ballots were distributed and completed by Board members attending at the time. Completed ballots were collected and counted by Richard Magary, who reported that all six (6) nominees were re-elected unanimously.

Gustavo also reported that the Executive Committee nominated the following to be officers of the CBD for the year beginning January 1, 2011 through December 31, 2011 (or until their successors are elected): President: J.

Dominic Campodonico; Vice President: Tim Patriarca; Secretary: Pauline Scholten; Treasurer: Herb Cohn. Each has indicated a willingness serve in their respective office, if elected. Gustavo called for additional nominations for officers for 2011. There were no further nominations and nominations were closed. Written ballots were distributed to and completed by Board members attending at the time. Completed ballots were collected and counted by Richard Magary, who reported that all four nominees were elected unanimously to their respective offices.

A call for public comment was made, there was none.

Treasurer's Report

Gustavo (in Herb's absence) led a review of the Treasurer's Report which was distributed at the meeting:

October 2010 beginning of month cash balances were \$264,959.96

During the month of October 2010, the CBD earned interest of \$91.43, received donations of \$500, and collected Rainbow Honor Walk donations of \$300.

Expenses for October 2010 were \$32,791.98 for our maintenance contract, administration costs, and ongoing programs.

October 2010 end of the month cash balances were \$233,059.41

The Report also included the Balance Sheet as of October 31, 2010, and the Profit and Loss Statements for the month of October 2010 and for the year-to-date July-October 2010.

Andrea also noted that, Herb has asked to edit the Fiscal Agent Agreement to remove all reference to writing checks and "bookkeeping" related tasks. Andrea has sent a draft to Herb with these changes and is waiting his approval. They also reported that the annual CPA review should be completed within about two weeks, and the resulting report received before year-end. That, in turn, will provide information needed for the Annual Report, on which Pauline and Andrea are working at this time.

A call for public comment was made after the Treasurer's report, there was none.

Executive Director's Report

Andrea provided information on several issues to supplement her written report in the Board packet.

The Castro CBD's required report to the Board of Supervisors will be heard by the Board's City Operations and Neighborhood Services Committee at 10:00am on December 13 in the Board Chambers.

S.F. District 8 Supervisor-elect Scott Wiener has been invited to the CBD's January monthly meeting. Andrea will reach out to District 6 Supervisor-elect, Jane Kim.

Options for monthly Board meeting locations and times in 2011 were reported and reviewed. After discussion, it was agreed to meet beginning with the January 2011 meeting, in the *Castro Community Room* (501 Castro Street, 2nd floor above *Bank of America*), with meetings beginning at 6:00pm.

The recent payment of \$2,025 to repair the garage door at the Market & Noe Center building was discussed.

The property owner, Kent Jeffery, provides free space for storage of *MJM's* MAC workers' equipment and supplies. Andrea explained that this space is critical and without a space such as this, the CBD can not operate its cleaning services. The MAC workers go back and forth to this facility throughout the day, picking up paint to cover graffiti, getting additional supplies and equipment and also using it as a break room, to take refuge from the outdoors during their lunch. Given the free rent and extensive use of the facility by the CBD's contractor, it was agreed that the repair expense was justified. See further under "New Business."

Recent damage to a planter, and vandalism of the new Rainbow Banners at the 17th Street plaza were discussed. See further under "New Business."

Andrea reported that she and Patrol Special John F. met with residents of the "*Castro Commons*" condo building near Harvey Milk Plaza. Her attendance was to discuss the possibility of the HOA contributing to costs for security and for additional lighting. The residents complain about disturbances from the Plaza, but are outside the CBD's boundaries and have declined to share in the cost of added security or lighting.

Castro Community on Patrol awarded the CBD with a Certificate of Appreciation to thank the CBD for its funding of *CCOP's* 2010 Holiday Safety flyers.

Dominic and Andrea met with Supervisor-elect Wiener to update him on the work of the CBD and welcome him to his new position. Scott asked Andrea to attend a community meeting to address noise issues related to the City parking lot adjacent to the *Castro Theatre*, to explore ways to control late night disturbances in the lot. During this meeting a plan was developed to fundraise for a gate with a sign posting specific hours that the parking lot would be open. Temporary barricades can be installed until the gate is ready to put up. Part of this plan includes Patrol Special closing the parking lot at 1:00 a.m. Simultaneous to this discussion has been the continuing discussions with Patrol Special to extend their hours to work until 1:00 a.m. Sunday - Wednesday and 3:00 a.m. Thur. – Sat. This extension of hours would help to reduce overall vandalism, keep out illegal vendors and general late night problems the results of which the CBD MAC workers encounter in the morning. Andrea introduced Lisa Pagan, Project Manager in the S.F. Mayor’s Office of Economic and Workforce Development. Lisa discussed suggestions to clarify the 2009-2010 and 2010-2011 budget portions of the presentation planned for the CBD’s December 13 Board of Supervisors Committee Hearing noted above. Andrea will make the revisions prior to the presentation.

A call for public comment was made, there was none.

Committee Reports

Services Committee

Blake provided comments to supplement the Committee’s written report in the Board packet. He introduced Jake Knight who has submitted a proposal to the CBD (included in the Board packet) to train volunteer ambassadors and implement the Castro Volunteer Ambassador program. Questions from Board members were raised on total cost of proposed ambassador program and if the CBD received other proposals. Andrea noted that while no formal announcement was made to solicit bids, MJM did submit an informal proposal on training the volunteer ambassadors, but Mr. Knight’s was preferred on the basis of cost and scope of services. Board members noted that they needed more discussion on this program and more information, particularly a budget before making any decisions. This topic was referred back to the Services Committee for more research and discussion. Board members also noted that if the program is approved, formal solicitation of other proposals is necessary. See further under “New Business.”

Local bars and other late night businesses are meeting soon, regarding their potential participation (including cost-sharing) to expand services by *S.F. Patrol Special Police*. More information should be available by the January CBD meeting.

Streetscape Committee

Andrea provided information to supplement the Committee’s Report in the Board packet, in Ken’s absence. SF County Transit Authority (SFCTA) should have a cost analysis by December 31, of proposals for improving the Market/16th/Noe Street intersection. Regional CalTrans grants may be available in spring 2011, to help fund the project.

Upon the request of Supervisor Dufty, Andrea met with various City representatives and departments to explore legislation that would permit Rainbow Banners on Market Street “Path of Gold” historic light poles. TimP questioned the status of the parklet at Noe and 16th and the status of the trees which LookOut has requested to remove. Andrea replied that letters were written as approved by the Streetscape Committee and discussed at the November Board meeting, Concern was expressed re: the process of the decision making.

A call for public comment was made after all Committee reports, there was none.

Public Comment

At this point in the meeting, when it was 7:25pm, Gustavo opened the floor for General Public Comment. There was none.

NEW BUSINESS

Repair of Market & Noe Center Garage Door

Pauline made a Motion (2-BS) to pay \$2,025 for repair of the *Market & Noe Center* garage door at the space used by *MJM*'s MAC workers to store their equipment and supplies used in the CBD's sidewalk cleaning program. After discussion and a call for Public Comment on the item (there was none), the motion passed unanimously.

Funding for Ambassador Program

Based on discussion during the Services Committee report, this item was tabled until the January meeting.

Flower Basket Prototype

The Streetscape Committee made a Motion (no second required) to pay up to \$300 from budgeted funds for a prototype drought tolerant hanging flower basket. After discussion and a call for Public Comment on the item (there was none), the motion passed unanimously.

Replacement of Broken Planter and Planting at Jane Warner Plaza

The Streetscape Committee made a Motion (no second required) to pay \$350 from budgeted funds to replace a broken planter pot and to replant the pot. After discussion and a call for Public Comment on the item (there was none), the motion passed unanimously.

"No Camping" and "No Smoking" Signs in Jane Warner Plaza

The Streetscape Committee made a Motion (no second required) to pay up to \$500 from budgeted funds to purchase and install "No Camping" and "No Smoking" signs in Jane Warner Plaza. The signs will reflect City regulations and aid in enforcement of these rules. After discussion and a call for Public Comment on the item (there was none), the motion passed unanimously.

Board Member Announcements and Comment

There was informal discussion among Board members regarding recently-reported increases in public nudity in the area (including at Jane Warner Plaza) and local media coverage of it.

Public Adjournment

The meeting was adjourned at 7:35 pm.

Minutes taken and prepared by Richard Magary

Approved January 13, 2011

/s/ Pauline Scholten
Pauline Scholten, Secretary