



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 September 8, 2011 Castro Community Room, 501 Castro Street, Second Floor, San Francisco, California

The meeting was called to order at 6:00pm by President Dominic Campodonico.

A quorum was present and was maintained throughout the meeting.

Directors Present: Joel Bubeck, President Dominic Campodonico, Scott Cataffa, Treasurer Herb Cohn, Jim Laufenberg, Pat Sahagun, Secretary Pauline Scholten, Gustavo Serina, Blake Smith, Dennis Ziebell;

Directors Absent and Excused: Vice President Tim Patriarca, Ken Wingard

Staff, Guests: Executive Director Andrea Aiello; Richard Magary (taking Minutes); invited guest Michael Smith from *S.F. Planning Department*; and about 19 members of the public including local residents, property owners, and 3 board applicants, Greg Gurovich, Donna Insalaco, and Bruce Smith,

An agenda was distributed to Board members and guests.

Introductions

The Board members publicly introduced themselves and noted any current, potential conflicts of interest. Guests were invited (but not required) to introduce themselves.

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 and are open to the public; for public comment on each agenda item, and before any vote is taken; and for General Public Comment, scheduled as Item VII 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.

Minutes from August 11, 2011

Those Minutes were adopted by general consent.

Executive Director's Report

Andrea mentioned that she met with the owner of 400 Castro (*Diesel*, etc.), and with individuals concerned about the local presence of mobile food vendors. There will be an Ambassador Appreciation event on October 6 board members are asked to attend to show their appreciation for the volunteer ambassadors; further details to follow. The Music at Jane Warner Plaza on September 11 will be coordinated with a 9/11 commemoration at Harvey Milk Plaza across the street. *MOEWD* may be able to provide an intern to the CBD. Andrea distributed a sign-up form for Board members to work the Castro St. Fair. There were no Board Member questions. Public Comment was invited on the Executive Director's Report; there was none.

President's Report

Dominic presented his President's Report. A Board Member get-acquainted social, not a business meeting, is being planned. Board members will be contacted about possible dates. Discussion of Conflict of Interest issues continued from the August 11 meeting, with emphasis on the importance of full disclosure for anything related to the CBD, financial, policy oriented, other areas of work/interest that may have an impact or are related to any of the work of the CBD. Communications from various Board members in recent months and relating to

security at Harvey Milk Plaza became confusing. Board members are to remember that motions passed by the board or committee stand until the motion is amended or rescinded. Board Members should communicate through the President to avoid confusion. Motions made by Committees and at Board meetings should be clearly focused on their purpose, but not so specific with details as to hamper reasonable implementation, which should be delegated in the Motion.

Board Announcements

There were none.

Public Comment was invited on the President's Report; there was none.

Treasurer's Report

Herb gave the Treasurer's Report for July 2011:

July beginning of month cash balances were \$372,797.57

During the month of July 2011, the CBD earned interest of \$85.51 and received assessment revenue of \$5,530.13.

Expenses for July were \$31,274.50 for our maintenance contract, administration costs, and ongoing programs.

July end of the month cash balances were \$347,138.71

He also reviewed the Balance Sheet as of 7/31/2011 and the Profit & Loss statement for July 2011.

He said that the Finance Committee is considering hiring a part-time bookkeeper.

- A Motion was made by the Finance Committee (no second required) for the Castro Ambassador line-item to remain as is, as part of economic vitality, but administratively it is part of Services Committee. During discussion it was agreed that the Motion is not needed, since the proposal is existing policy. The Motion was withdrawn.

There were no Board questions about the Treasurer's Report. Public Comment was invited on the Treasurer's Report; there was none.

Committee Reports

Executive Committee Report

Dominic presented the Executive Committee's Report.

- A Motion was made by the Executive Committee (no second required) to hold a "Goal Planning Session" to further articulate the CBD's priorities over the next several years. Discussion ensued, it was agreed this would be desirable since it has been 2 years since a retreat was held. It also will help the Executive Director prioritize her work. Public Comment was invited on the Motion; there was none. The Motion then was *unanimously approved*.
- A Motion was made by the Executive Committee (no second required) to authorize spending of up to \$800 on a contract with NBS to clean up the Castro CBD database and resolve discrepancies with the Assessor's Office. Herb and Andrea noted that this work will help reconcile expected tax assessment receipts with current records, which may not reflect some changes in assessed value, etc. Other groups have used this vendor successfully; the process might be repeated occasionally as needed in the future. After Board discussion, Public Comment was invited on the Motion; there was none. The Motion then was *unanimously approved*.

Streetscape Committee Report

Andrea presented the report in Ken's absence.

Guest Michael Smith from the *S.F. Planning Department* summarized the City's Market-Octavia Plan and the recent extension of many Plan elements, to include the "orphan block" of Upper Market from Noe to Castro. He listed several projected new developments and noted the status of each. He described the community impact fund, paid for by mandated developer fees, and the role of the Market Octavia Community Advisory Committee in recommending use of those funds. Following his presentation he answered questions from and discussed issues he presented with the Board.

The Streetscape Committee also is working on improvements at Jane Warner Plaza, particularly developing a plan to replace the ceramic pots on the Chevron driveway with a more appropriate material for that space and also to commission artwork for the F-Line entry to the Plaza, the entry into the district for thousands of tourists daily, particularly during the summer. The Committee will keep the Board up to date on these projects. The Committee also heard concerns about mobile food trucks operating on private property adjacent to that Plaza, concerns were raised about the economic impact on nearby restaurants. Upon request from the Committee, the LGBT Community Center presented draft ideas for an economic development project, funded by the CBD. The Committee requested a proposal in writing from The Center. Again, the Committee will report back to the Board. The Board discussed topics presented in the Streetscape Committee Report.

Services Committee Report

Andrea presented the Services Committee Report. *SFPSP* recommended hosing down Harvey Milk Plaza daily, perhaps at dusk to help address quality of life issues and would also help with maintaining cleanliness in the Plaza. The Committee is considering extending the Castro Ambassadors program through the fall and winter. As originally planned, the Committee will collect and evaluate data and report to the Board. Plans to hire a security contractor for Harvey Milk Plaza on a trial basis, and subsequent discussions and events were discussed.

- A Motion (M-JB, 2nd JL) was made to amend the Motion passed in June authorizing the expenditure of up to \$6000 for a 30 day security guard pilot program, and to authorize the Services Committee to research, interview and select an appropriate contractor to monitor Harvey Milk and Jane Warner Plazas for a cost not to exceed \$6,000 from the existing Security budget and for a maximum period of 30 days beginning on a date to be determined by the Committee. After Board discussion, Public Comment was invited on the Motion; there was none. The Motion then *passed unanimously*.

General Public Comment

Committee Reports were suspended at this point in the meeting, when it was 7:25pm, the scheduled time for General Public Comment. Nine members of the public gave comment, including about issues with the Rainbow Flag and Pole at Harvey Milk Plaza, mobile food trucks operating in the area (6 comments), new community outreach by *Trigger* and *Lime*, and a 9/11 commemoration that day at Harvey Milk Plaza.

Committee Reports, continued

Streetscape Committee Report, continued

- A Motion was made by the Services Committee (no second required) to write a letter to the S.F. Police Commission urging them to reinstate full SFPD radio channel access for Patrol Specials. Board Members raised several questions about the issue which could not be answered, and the following superseding Motion was made.
- A Motion was made (M-BS, 2nd-JL) to refer this matter back to the Services Committee for further research and investigation, to understand applicable issues on all sides. After Board discussion and a call for Public Comment (there was none), the Motion to refer back to Committee *passed unanimously*.

Public Comment on the Committee Reports was invited; there was none.

Adjournment

The meeting was adjourned at 7:45 pm.

Minutes taken and prepared by Richard Magary

Approved October 13, 2011



Pauline Scholten, Secretary

