



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

**584 Castro Street #336; San Francisco CA 94114**

**[www.CastroCBD.org](http://www.CastroCBD.org) 650/355-1294**

### **Minutes of the Regular Monthly Board of Directors Meeting on February 10, 2011 Chase Bank Community Room: 2112 15<sup>th</sup> Street; San Francisco, California**

The meeting was called to order at 6:10pm by President Dominic Campodonico.

A quorum was present and was maintained throughout the meeting.

**Directors Present:** Joel Bubeck, President Dominic Campodonico, Treasurer Herb Cohn, Jim Laufenberg, Vice President Tim Patriarca, Secretary Pauline Scholten, Gustavo Serina, Richard Sollitto;

**Directors Absent:** Excused absences: Pat Sahagun, Blake Smith, Ken Wingard  
Unexcused absences: Greg Bronstein, DeJauna Joseph

**Staff, Guests:** San Francisco District 6 Supervisor Jane Kim; John Fitzinger of *S.F. Patrol Special Police*; two (2) members of the public; Executive Director Andrea Aiello; Richard Magary (taking Minutes).

An agenda was distributed to Board members and guests.

#### **Introductions**

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

#### **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 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). 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 January 13, 2011**

These Minutes were adopted by general consent.

#### **President's Report**

Dominic summarized information about a series of recent arson fires in the neighborhood, and Supervisor Wiener's plans for a fundraiser to benefit displaced residents.

After one of the fires at 17<sup>th</sup> & Hartford Streets near *Jane Warner Plaza*, the Executive Director went to the Plaza to review the placement of the ceramic planters and their location and needs of the fire department. While she was there, she was hit by the rear of a turning Muni F-Line Streetcar, which extended beyond the painted guidelines on the pavement. She suffered bruised ribs and was treated at and released that day from SF General Hospital. There was no property damage. The streetcar's Muni operator did not stop, even after being chased and alerted by a citizen. The Operator and vehicle, however, were identified. This is the first known incident of this type at the Plaza. The matter is being investigated by Muni, Supervisor Wiener, and the City Attorney's Office which has been asked to inform the CBD when its review is completed. Andrea will check the scope of

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the CBD's liability insurance to see how it addresses incidents of this type. Dominic noted the incident as an example of Andrea's dedication and hard work for the CBD.

Board Members were reminded of the CBD's policy that any inquiries from the press and public should be referred for handling to the Executive Director, noting the email address and phone number posted on the website.

Dominic congratulated Herb, who recently was appointed by the Mayor as a Member of the *San Francisco Relocation Appeals Board*.

The CBD's Annual Social has been rescheduled from February 28, to March 28, 6:00pm to 8:00pm at *Home Restaurant*. All Board members are expected to attend.

Dominic said that future monthly Board meeting agendas will include an item during his President's Report, for Board members to ask questions, suggest future items for consideration, and to make announcements of items of interest to the CBD.

Herb invited all Board members to attend a "Meet the New Supervisors" hosted Reception sponsored by several San Francisco small business advocacy organizations, on Thursday, February 17, from 6:00pm to 8:00pm at the Old Mint (5<sup>th</sup> and Mission Streets).

Dominic noted recent press coverage of public nudity in the *Jane Warner Plaza* and other areas of The Castro. Board members may wish to consider whether the CBD should take a formal position on the issue.

Gustavo reported that, as a Member of the City's *Commission on Aging*, he met recently with Mayor Lee to discuss the City's 2011-2012 budget, which projects a \$384 million deficit (\$84mm revenue shortfall, \$300mm expense overages). All City departments are being asked to make 10% cuts, and also to propose an additional contingency 10% cut. Gustavo questioned whether cuts of that magnitude might affect SFPDW services in The Castro, as they interface with the CBD's street cleaning and other work of mutual concern. The topic will be put on the next Services Committee Meeting Agenda for further consideration. **Andrea was asked to check in with DPW re: budget cuts and impact on services.**

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

### **Supervisor Jane Kim**

Newly-elected S.F. District 6 Supervisor, Jane Kim, joined the meeting for an informal discussion of topics of mutual interest. A small-but-important portion of the CBD's area is in D6, on the south side of Market from Guerrero Street to Octavia Blvd. The Supervisor summarized her background, community interests, and significant legislation introduced during her first several weeks in office. Discussion reflected shared concerns about graffiti, Community Recycling at 2020 Market Street, and efforts to support merchants at the eastern end of the CBD's district. In response to a Board Member's question, Sup. Kim also expanded on her views regarding San Francisco schools, based on her past leadership of the S.F. Board of Education.

Public Comment was invited on the discussion with Supervisor Kim. There was none.

There were thanks and an agreement to work together going forward before Sup. Kim left the meeting for another appointment.

### **Treasurer's Report**

Herb presented corrected statements and Treasurer's Report for November (one item revised). Corrected information will be filed with November Minutes and also with Minutes of this Meeting.

Herb also reviewed the Treasurer's Report for December 2010.

December 2010 beginning of month cash balances were \$201,522.82

During the month of December 2010, the CBD earned interest of \$58.66.

Expenses for December 2010 were \$27,559.18 for our maintenance contract, administration costs, and ongoing programs.

December 2010 end of the month cash balances were \$174,022.30

He also presented Profit and Loss Statements for December 2010 and the 6 months year to date through December 2010, the Balance Sheet at December 31, 2010, and a Budget vs. Actual Report as of December 31, 2010.

Herb said that December 2010 income and expenses were routine and as anticipated in the budget. The first installment of current Property Tax assessments was paid by the City in January and will be reflected on reports for that month. Herb answered questions during Board discussion.

Public Comment was invited on the Treasurer's Report. There was one comment regarding the CBD's insurance coverage.

## **Committee Reports**

### **Services Committee**

Joel and Andrea gave the Services Committee's report in Blake's absence.

One additional proposal for services to organize and oversee the proposed Ambassador program was received. The committee will review proposals and report back to the board. Planning for a pilot of the program starting in June is continuing. It is hoped that training can start in late April. About 15 volunteers are on the active list, all from *Castro Street Fair* recruiting. Research continues on how to best vet volunteers. Primary tasks ahead include (1) choose the consultant, (2) identify more volunteers, (3) develop forms and procedures to vet volunteers, and then conduct the vetting. Additional Board Member support is needed for some of these tasks. Pauline and Richard S. volunteered to assist in vetting volunteers Joel mentioned that the CBD should consider how the Volunteer Ambassadors represent the CBD. Are they trained on how to respond to controversial questions? Do they respond with their personal opinion... an example is the recently-increased incidents of public nudity. Does the CBD want them to respond with the "Board's" opinion? The Board needs to discuss this at length and make decisions by the April Board meeting.

Dominic reported that one Board candidate he's talked with is especially interested in the Services Committee, and might be helpful with Ambassador planning and recruiting. He will follow up with the individual.

A pilot of the Block Captain concept also is being planned for the district. Block Captains would be an, informal network of interested and involved local people. Duties involve "adopting" a block near the person's residence or business, identifying and reporting graffiti, debris, dirty public spaces, dispatches for the HOT team, etc. A sample outreach flyer was distributed.

- A Motion was made (M-JB, 2-GS) to spend an additional \$200 per month from funds in the Services Committee Security budget to fund an extension of *San Francisco Special Patrol Police (SFPSP)* coverage on Sunday, Monday, Tuesday, Wednesday each week until 1:00am and on Thursday, Friday and Saturday each week until 3:00am. Board discussion included that this represents a net increase in *SFPSP*'s coverage of 2 hours per day on Su,Mo,Tu,Wed, and 1 hour per day on Th,F,Sa. Total cost of the increased coverage, for the neighborhood, is \$900 per month The \$700 monthly cost not covered by the CBD's portion will be paid by bars and other late night businesses. Each group will be invoiced by *SFPSP* separately and will not be responsible for non-payment by the other party(ies). The owner(s) of one major bar participant further have pledged to personally fund any shortfall in payments by their group.

After further Board discussion and a call for Public Comment on the item (there was none), the Motion *passed unanimously*.

Dominic thanked the Services Committee for its great recent work and efforts to keep the district clean.

Public Comment was invited on the Services Committee Report. There was none.

### **Streetscape Committee**

Tim gave the Streetscape Committee's Report in Ken's absence.

- A Motion was made on behalf of the Streetscape Committee (no second required) to approve *Herth Real Estate* as the recipient of a Castro CBD Community Partner Award. Board discussion included noting that the award is in recognition of *Herth*'s monthly gardening and cleaning at *Harvey Milk Plaza*. The usual framed certificate will be presented at a MUMC meeting, the award will be acknowledged at the Annual Social, and an announcement ad will be placed in the *B.A.R.*

After further Board discussion and a call for Public Comment on the item (one comment on who is allowed to pick up trash), the Motion *passed unanimously*.

- A Motion was made on behalf of the Streetscape Committee (no second required) to approve applying for a San Francisco Community Challenge Grant for the proposed Market & Laguna greening project. Board discussion included noting that this process would be similar to the CCG previously awarded for work at *Harvey Milk Plaza*. Some match (funds or in-kind) would be required. The project conforms with the Upper Market Community Design Plan and is acceptable to the property manager of the adjacent mixed use building (*Orbit Room*, etc). After further Board discussion and a call for Public Comment on the item (there was none), the Motion *passed unanimously*.
- A Motion was made on behalf of the Streetscape Committee (no second required) to enter into a contract with *Interstice Architecture* for an amount not to exceed \$4,000.00 (from funds approved at the January 13, 2011 Board meeting), to provide services as identified in their proposal to the CBD dated January 28, 2011 regarding the Market & Laguna greening project, and the related Community Challenge Grant. After Board discussion and a call for Public Comment on the item (there was none), the Motion *passed unanimously*.

### Executive Committee

Herb gave the Executive Committee Report.

- A Motion was made (M-HC, 2-GS) to approve revised language in the District's Fiscal Sponsorship Agreement (including Exhibit A). A copy of the proposed agreement with revised language was included in the Board package. During Board discussion it was noted that it is proposed that this Agreement will first be used with the *Rainbow Honor Walk*, as previously approved in concept. Revisions proposed now clarify the timing and flow of funds received, and that the "Solicitor," not the CBD pays bills. There is no change in the fiscal impact of such Agreements on the CBD, compared with earlier versions. After other Board discussion and a call for Public Comment on the item (there was none), the Motion *passed unanimously*.
- A Motion was made (M-HC, 2-JB) to increase the Executive Director's authority to spend at any one time in a budgeted line item, from \$200 to \$500, and that the expenditure will be reported to the Board at its next meeting. During Board discussion, it was explained that this slightly-increased limit is more in line with the CBD's operations and will facilitate smoother operations. After other Board discussion and a call for Public Comment on the item (there was none), the Motion *passed unanimously*.
- A Motion was made (M-HC, 2-GS) to accept the verbal resignation from the Board of Greg Bronstein, who had earlier communicated his resignation to Andrea, because he can no longer make sufficient time, given his business and other commitments. During Board discussion, Greg's early and key role in the CBD's formation, and his gracious and generous participation and support since then were noted. After other Board discussion and a call for Public Comment on the item (there was none), the Motion *passed unanimously*. **Andrea was asked to send an appropriate letter to Greg accepting his resignation with regret and thanking him for his service.**
- A Motion was made (M-HC, 2-GS) to declare vacant the Board seat of DeJauna Joseph due to her three (3) unexcused absences from Board meetings as documented in applicable Minutes and as mandated in the CBD's ByLaws. During Board discussion, it was noted that Ms. Joseph has not responded to emails and phone calls from Dominic and Andrea inquiring about her continued service. A Motion to Amend then was made (M-RS, 2-JB) to reach out to Ms. Joseph, to obtain her more definitive response regarding future Board service. Then a superior Motion was made (M-HC, 2-GS) to table the proposed action until the next Board meeting. After Board discussion of the various Motions and a call for Public Comment on the item (there was none), the superior Motion to Table *passed unanimously*. **Andrea and Dominic will reach out to DeJuana and clarify her interest and ability to continue as a Board member.**

### General Public Comment

At this point in the meeting, it was 7:25pm, Dominic called for General Public Comment. There was none.

### **Executive Director's Report**

Two prototype flower baskets should be mounted in Harvey Milk Plaza before the next Board Meeting scheduled for March 10. Fundraising materials for the flower basket project are being drafted. Work is proceeding to approve and to install the new gate for late night closing of the City Parking Lot behind the *Castro Theater*. The *Bay Area Reporter (B.A.R.)* is publishing its 40<sup>th</sup> anniversary issue on April 7, and the CBD can consider if it wants to use the remaining funds allocated to the Community Partner Award for another purpose for this issue which will have a very extensive readership. **Andrea will discuss this at both the Streetscape and Services Committee meetings.** Pro bono legal services provided by the Hansen Bridgett law firm through Urban Solutions are being used to review some of the CBD's contract language. After brief Board discussion of the Report, there was a call for Public Comment on the report (there was none).

### **Executive Session**

At approximately 7:35pm all non-Board members left the meeting room and the Board went into Executive Session to discuss amendment of contract terms with the Executive Director, to increase hours worked and reimbursement. When the Board returned from Executive Session, Dominic reported that no action was taken during the Executive Session.

### **Adjournment**

The meeting was adjourned at 7:50 pm.

Minutes taken and prepared by Richard Magary

**Approved** March 10, 2011

A handwritten signature in cursive script that reads "Pauline Scholten". The signature is written in dark ink and is centered on the page.

Pauline Scholten, Secretary