



**Dogpatch & Northwest Potrero Hill Green Benefit District
Board Meeting Minutes**

April 27, 2016, 6:30 PM to 8:00 PM
654 Minnesota St, San Francisco, CA 94107, USA

Board Members Present: Janet Carpinelli, Alison Sullivan, James Naylor, Michele Davis, Jean Bogiages, Adam Mendelson, Phillip Pierce, Michael Yarne, Kat Sawyer

City Staff: Jonathan Goldberg, San Francisco Public Works

Board Members Excused: Susan Eslick, Lisa Jacobs, Robert Broucuret, Jesse Herzog

The meeting opened at 6:35

1. Minutes:

Mr. Yarne moved and Mr. Mendelson seconded that the board should approve the minutes with corrections.

2. Finance:

Ms. Eslick was excused and there was no finance report. Finances haven't changed much from last month.

3. Exec Advisory

ED Candidate Presentation: Ms. Bogiages explained that May 5, Thursday, 1-2pm we will be presented with a review that Schafer & Combs prepares. They will discuss the candidates they recommend and review their ratings with us. At the end of the session we will choose 5-6 candidates to interview. Schaffer & combs will find a place for this review.

Candidate Interview: The Board approved a process for determining who will interview. Board members who want to interview will email Jean. Jean will bring the list to the Exec Advisory Team meeting on 5/4. The Executive Group will select the 4 interviewers and Schaffer & Combs will set up the interviews.

Event: Community Event introducing the new Executive Director to the community was discussed. Mr. Yarne recommended that it should take place in July so that the new Executive Director settles in a bit.

4. Services

Jumpstart

- Esprit will start next week depending on the weather
- Catmex is making a bid to repair the Minnesota Grove retaining wall
- The Hfactor bid on the Gears was accepted. The idea is to spend minimally now just to improve the area.
- Fallen Bridge landscaping project is done except there is a leak in the water system controlled by the Caltrans backflow, so the irrigation is manual at this point
- Dog Stations are here, but need installation

Other

- We are thinking about lights and we are looking into common lights. We are also looking into signs, perhaps historical. Designing the signs could involve David Fletcher or The Workshop

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- Mr. Pierce said that residents on Pennsylvania Avenue south of 22nd Street will benefit from a FUF grant. He would like to see how GBD could benefit.
- Ms. Sawyer reported on the RFPs for Janitorial and Landscaping Services that we have received. She sent a second email to people on the list and got a call back from Jensen Landscaping who are interested.

5. Community Relations

Ms. Sullivan will work with the Service group to set up a Park Steward Meeting before June 1.

Ms. Sullivan reported the cost of 6 Month advertising in the Potrero View. This would be a ½ page black and white ad.

DECISION: The Board approved buying 6 months display ads in the Potrero View and delegated authority to the Community Relations / Ms. Sullivan to purchase advertising space.

6. Indiana Street Bike Lane possible Grant

After much discussion it was agreed that:

UCSF, a public entity, would apply to the Transportation Fund Clean Air Fund for a grant to study possible designs for a bike lane on Indiana Street. The GBD would act as the fiscal sponsor for the application. This relationship will need to be reviewed by GBD legal advisers.

7. Two Month Janitorial and Landscape Contracts

Reviewing the Frank & Grossman contract there were concerns about the use of herbicide, the number of hours worked and the reporting mechanism.

A motion was made and approved to hire a 2 month janitorial service not to exceed \$10,000 and a 2 month landscaping service not to exceed \$8,000 for May and June, with the contracts fine tuned by the Service group at the May 2 meeting. The group will work to get agreement online before the meeting if possible.

The meeting was ended at 8:05pm

Minutes reported by Jean Bogiages