



Dogpatch & Northwest Potrero Hill Green Benefit District

Dogpatch & Northwest Potrero Hill Green Benefit District Board Meeting

May 17th, 2017, 6:30 PM to 8:30 PM
654 Minnesota St, San Francisco, CA 94107, USA

Attending:

Board: Jean Bogiages, Robert Broucuret, Kristel Craven, Michele Davis, Kate Eppler, Susan Eslick, Nicky Jacobson, James Naylor, Phillip Pierce, Kat Sawyer, Alison Sullivan, Michael Yarne

City Staff: Jonathan Goldberg, San Francisco Public Works

Executive Director: Julie Christensen

Guest: Ron Miguel

Minutes

1. Open meeting

The meeting was opened by Board Chair Jean Bogiages at 6:35.

2. Minutes (Secretary Kate Eppler)

The minutes of the meeting on April 19, 2017 were approved as amended by voice vote.

3. Brown Act Training (Ron Miguel)

- Ron Miguel provided a review of the Brown Act, an open meetings law that applies to the GBD.

4. Board Administration (Board President Jean Bogiages)

- **GBD policy position regarding endorsements.** The Executive Team met to discuss a policy on endorsing projects that are outside the Green Benefit District boundaries. The team has not yet formed a policy suggestion, but something will try to have something for review at the next meeting.
- **Working groups overview.** A list of committee work groups was reviewed.
- **GBD database/assessment list (Jesse Herzog).** The GBD has solicited a proposal from a consultancy that updates assessment lists from community benefit districts. We can expect increased assessments in October. Herzog is working with the Planning Department to keep track of projects that may be changing their area and use before October 1.

5. Financial Report (Treasurer Susan Eslick)

- **Monthly financial report.** The fiscal year ends on 6/30. Eslick is preparing the budget for FY 17/18 and intends to bring it for board review at the June meeting. Future financial reports may be scheduled quarterly but be more in depth.
- **Volunteer hours.** Board members should keep track of time spent on GBD business and report those ours to Susan.
- **Recommendations.** ED Julie Christensen is soliciting budget recommendations from the community. Board members should submit ideas regarding who she should contact.



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6. Executive Director's report (Christensen)

- **UCSF bequest status.** Plans are going before the UC regents. If they are approved and move ahead, negotiations will follow regarding how to manage the bequests.
- **Annual report.** The report to the Board of Supervisors has been prepared and is at the graphic designers.
- **May 21 advance.** Kristel Craven will facilitate and Christensen will take notes. Discussion should focus on goals and metrics for the coming year.

7. Communications (Phil Pierce)

- **Upcoming block parties.** Pierce discussed logistics and staffing for GBD representation at two neighborhood events, one in Dogpatch and one in Northwest Potrero.
- **Website update (Eppler).** Eppler described the plan to re-organize content on the GBD website to make important information easy for users to find. A draft organization scheme was sent to the website design firm, Meadow, and will be shared via e-mail with the GBD.

8. Service (Kat Sawyer)

- **Landscape and janitorial contract negotiations.** The service team is reviewing landscape and janitorial contracts. The GBD's budget does not afford more than basic service when stretched across a large number of parks and spaces, and more funds may need to be allotted. Robert Broucairet noted that one company could be hired for basic services and another could focus on enhancements like planting and irrigation. Nicky Jacobson noted that any opportunities should be posted so as to attract proposals from small local businesses.

9. Adjourn

There being no public comment, Bogiages adjourned the meeting at 8:30.