



Dogpatch & Northwest Potrero Hill Green Benefit District

Dogpatch & Northwest Potrero Hill Green Benefit District Board Meeting

August 16, 2017, 6:30 to 8:30 PM
654 Minnesota St, San Francisco, CA 94107

Attending:

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

City Staff: Jonathan Goldberg, San Francisco Public Works

Executive Director: Julie Christensen

Minutes

1. Open meeting (Bogiages)

The meeting was opened by Board President Jean Bogiages at 6:30.

2. Roll call and approval of the July minutes. (Secretary Kate Eppler)

The Board reviewed the minutes of the July meeting.

- **VOTE:** The minutes were approved as amended by voice vote.

3. Admin

- **Timekeeping during meetings.** Bogiages announced that responsibility for timing each agenda item will rotate among board members every meeting.
- **Announcements.** Michele Davis announced that UCSF building staff will have a volunteering lunch hour at Esprit Park one Friday in October, and GBD will be invited to join the work party.
- **Green Sheet.** Ideas were solicited for future Green Sheet newsletters.
- **ED to-do list.** Executive Director Julie Christensen will prepare a summary of tasks every month and review with the executive committee. Offers to help will be welcome.

4. Public comment (for items not on the agenda)

There was no public comment for items not on the agenda.

5. Large capital projects overview and discussion

Christensen [provided an overview](#) of large capital projects with which the GBD is involved, including new Progress Park fitness equipment, a potential re-do of Woods Yard and USOP Plaza. The board approved a motion that the GBD write a letter of support for a project to activate the USOP Plaza site.

- **Public comment.** Susan Fitch requested that information about the cost and scope of the projects be included in reports. Sasha Bosso questioned why Woods yard, a new park, was



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on the projects list, and Christensen clarified that the project would likely focus on the nearby plaza.

6. **Planned small capital projects** (Kristel Craven)

Craven provided an overview of small capital projects, including New double gate for progress park dog, graffiti removal at the Gears, and irrigation at Minnesota Grove.

7. **FUF Tree Planting Update** (Christensen)

FUF has funding for 80 to 160 trees, but clarification is needed after a recent City directive regarding whether Department of Public Works will still do tree plantings in benefit districts. A DPW survey shows 695 potential tree locations, and all opt-ins and opt-outs from homeowners must be recorded by September 15.

- **Public comment.** Denis Maurer asked what kind of trees will be planted. Homeowners will choose from a subset of trees recommended by FUF as likely to thrive in the location.

8. **Esprit Park Community Meeting Planning Update** (Vice President Jesse Herzog and Christensen)

The Esprit Park meeting is scheduled for September 14th, in the clubhouse of the Abaca building at 2660 3rd St. The structure of the meeting and strategies for outreach were discussed by the board.

- **Public comment.** Sasha Bosso questioned the importance of the Esprit Park friends organization in light of the organization's small size. Irma Lewis asked when the Esprit Park stakeholder council would be formed and whether the Recreation and Parks Department would bring the GBD MOU to the meeting for review. Denis Maurer asked when the public would see the conceptual plan for the park.

9. **Website** (Nicky Jacobson and Allison Sullivan)

Work is at a stopping point until the team can meet with Meadow. The next communications meeting will be September 5.

10. **Finance Update** (Treasurer Susan Eslick)

WuHoover & Co. had been engaged for the last year for bookkeeping services, but the GBD works directly with Anh Wong. The WuHoover contract was up at the end of June, and the GBD was extending month-to-month but at an increased monthly rate. Eslick proposed that Wong become a direct GBD employee, but at a reduced rate to cover the GBD employer costs.

- **VOTE:** the board approved offering employment to Wong by voice vote.

11. **Annual Report Status** (Christensen)

Christensen presented a progress update on the GBD annual report, in which the GBD is required to show information like fluctuations in assessment amounts, boundary changes, and metrics on work accomplished. Board members should inform Christensen if they want to change their profile or photo information or have suggestions for other information to be included. Annual report



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information will also be available on the website. Tell Julie if you want to change your profile or photo information within the next two weeks.

- **Public comment.** Susan Fitch requested that information on project management milestones, governance, and audits be included in the report.

12. Adjourn (Bogiages)

Bogiages adjourned the meeting at 8:10