



**Dogpatch & Northwest Potrero Hill Green Benefit District
Board of Directors General Meeting**

November 15, 2017, 6:30 to 8:30
654 Minnesota Street, San Francisco, CA 94107

Board Members In Attendance: Jean Bogiages, Robert Broucuret, Janet Carpinelli, Kristel Craven, Michele Davis, Susan Eslick, Jesse Herzog, Nicky Jacobson, James Naylor, Kat Sawyer, Alison Sullivan

Board Members Excused: Kate Eppler, Phillip Pierce

Board Members Absent: Michael Yarne, Alex Goretsky

City Staff in Attendance: Jonathan Goldberg, SF Public Works

Executive Director: Julie Christensen

Minutes

1. Meeting Opened by Jean Bogiages at 6:36.

2. Roll Call and Approve Minutes

Janet Carpinelli requested more specificity in the minutes report. She expressed that our constituents who visit the website to read our minutes might not be able to glean enough information about conversation details and budgetary items as they are currently represented. Janet suggested linking attachments to the minutes when they are posted online. Julie Christensen asked to please use updated letterhead with the newest logo to compose the minutes.

Public Comment additions to the September Minutes were approved pending typo corrections. October minutes were accepted pending grammatical corrections.

3. Admin

Call for Announcements: Dogpatch Warehouse Sale is 12/2, in the AIC, the same day as the Dogpatch Merchant Holiday Sale. There will be a community gathering in Woods Yard with Craft Activities put on by the Museum of Craft and Design, followed by refreshments and a Tree lighting event in Woods Yard at 6:30. Following the Tree lighting, Galleries at 1275 Minnesota will stay open until 8:30 PM. The DNA Holiday Party will be on 12/5 at Harmonic Brewery from 6:30 to 8:30 PM.

Call for Items on the Greensheet: Community events from Announcements will also be listed on the Greensheet

December Meeting: We will hold an abbreviated December BOD Meeting from 6:30 to 7:30. After the meeting the BOD is welcome to a Pot-Luck Holiday Meal hosted by Susan Eslick. Thank you for hosting, Susan!

Alison Sullivan brought up the representation of the GBD from Toes & Paws for Greenspace. There was a blast letter sent out by Toes & Paws, following the October GBD Board of Directors meeting, calling out Julie Christensen (by name) and the GBD for not supporting their effort to change the usage code of Esprit Park to make it leash-free. Alison had also visited the Toes and Paws website and thought that their summary of the October GBD Board of Directors Meeting was biased. Alison's concern is that Toes & Paws publicly portrays the GBD as being difficult to work with, even though their request for our assistance in changing Esprit's usage code falls outside of our Mission Statement.

4. Public Comment: Irma Lewis represented Linda James' request to add public comments to September's Minutes. This was done and approved before Irma was in attendance. Irma also wanted to follow up with the GBD regarding the Avalon Development—Avalon had listed Esprit Park as being a leash-free dog area in its sales literature. Julie Christensen responded and said she met with Joe Kirchoffer at Avalon and he agreed to clarify their language: that an off-leash dog area is planned across the street from the development, and that their information had been misleading.

5. ED Report [[click here for attachment](#)]

Julie Christensen went over a detailed to-do list. Julie highlighted the following bullet points from her list:

From Small Capital Projects:

Progress Park Dog Run: The concrete pad is in! The fence will go in on 11/16.

From Large Capital Projects:

Julie is working with the MTA to coordinate placement of bike storage lockers with the 22nd Street Greening Project. The current plan for their placement could create dead space that would be prone to trash build-up and/or nefarious activity. She suggests moving them to the North-bound platform entrance, moving the Ford Go Bikes to a more visible location in front of the Muni Building.

Progress Park Fitness: We have specs for the new fitness equipment. We need to find a Landscaper who can help us by drawing-up the positioning of a new 30' X 35' concrete pad for the fitness equipment within Progress Park, so we can hand the plans to Public Works for review.

Minnesota Street South Streetscape: Julie has been working with the City to get an MOU with Andy Rappaport. The city agreed to the parameters of the project

to be putting in a 15' sidewalk along West side of the street (opposite MN Grove) and in the process, adding a crosswalk. This sidewalk will change the parking along that stretch of Minnesota Street to Parallel.

USOP Plaza: Julie is continuing to encourage Naomi Kelly and ENCAC to elevate this opportunity.

Susan Eslick will ask Jim Fuller to paint his buildings. She will send him an after-tree planting photo of his building on Tennessee Street as encouragement.

Julie also reported that Dogpatch Neighborhood, in light of the heavy population growth, could receive \$10M from ENCAC, which could potentially affect MN Street and expanding Minnesota Grove.

6. Finance Report by Susan Eslick

Susan detailed our cash spending of \$44,434.00 since our October BOD Meeting.

\$21638	Tennessee Street, Pennsylvania Street Tree Planting Prep Work
\$500	Groundworks for Tennessee Street Tree prep
\$1038	FUF Tree Planting
	This was sort of bargain sum. FUF did the prep work for the other tree locations and provided staff for the planting under the agreement that we would feed all of the volunteers. This was our cost for a Taco Truck that served lunch to some 80 Volunteers for the event.
\$950	23 rd & 24 th Street Landscaping
\$2500	James Bueti Photography for Website
\$1900	990 Tax Prep
\$20	Secretary of State Renewal
\$75	Registry of Charitable Trusts
\$5247	Fletcher Designs for 22 nd Street/Caltrain concept design
\$103	GBD Storage Space
\$650	Gears Design and Painting—still need to paint the design
\$195	Water Tank
\$4974	NW Potrero Hill—Loop clean-up, Penn Verge, broken branch removal, repair irrigation.
\$200	Annual fee for Potrero View Getting Involved Section

7. Esprit Project

ECAG Outreach: Board Members will be asked to review and select from a list of Esprit Park Community Advisory Group applicants. We have posted a call for applications on Nextdoor, on our Greensheet, in Potrero View and on our Website. We would like to reach more people and are asking ourselves how should we vet the candidates and review our options?

Julie explained that the committee would already have 12+ members from city offices & UCSF before we add the community members. We want a broad/balanced base of representation of our constituency on the advisory committee—these meetings will be public and all will be welcome to attend.

As an Outreach and Relations specialist, Michele [contributed a list of processes and criteria](#) intended to streamline the selection and vetting the advisory committee. Julie asked if Michele was doing this work as a representative of UCSF or as GBD Board Member? Michele responded that her motivation was independent from UCSF.

The application for the ECAC is on our website and we have a partial list of candidates. Nicky Jacobson would like the BOD to read the personal statements from each candidate, as some have not submitted formal applications. We agreed to adjust the wording on our website to solicit a more serious statement of interest from the applicants. If BOD members have suggestions, please email Jesse Herzog with those names. At the December BOD Meeting, the Board Members will need to decide on the size of the ECAC, potentially through a vote. Jesse Herzog is compiling a MOAL (Mother Of All Lists) of the ECAC Applicants. The BOD agreed that some organizations (DNA, GBD, Toes & Paws, for example) will automatically have an [internally chosen] representative(s) on the Committee.

Michele moved to wait until January to decide on the committee member vote.

MOU progress—Jesse reported that the GBD received a draft from RPD. Jesse has reached out to an attorney for an estimate cost to have legal eyes look at the MOU draft. The GBD primary concerns are mostly about liability and project cost. GBD will not manage project construction but may vote to hire a construction manager.

Public Comment: Irma Lewis offered that Susan Fitch is the chosen Toes & Paws representative for the ECAC. Irma explained that Linda James was not on the GBD's potential list; although T&P had given her name to Jesse and Julie, Linda has not filled out the application. Irma added that Tracy Ravenscraft is on the list of applicants but declined to represent Toes & Paws on the Committee, and would prefer to represent the DNA. Dennis Mauer should be on the applicant list as a Business Advisor to the Committee, not as Toes & Paws. Sasha Basso wants to be named as delegate from 701 MN. Michele Davis volunteered to help organize the contact and qualification information for applicants.

8. Sustainability Project

Kat Sawyer talked enthusiastically about eco-resilient projects for GBD. There is a study underway of the physical conditions of Dogpatch (topography, geology, etc) that will be put into a digital archive. The projects will be classed into three categories: under \$100K and able to complete in 2 years, under \$500K and able to complete 2-4 years, and large-scale projects that require a long term approach involving advocacy, fundraising and partnerships. Kat toured green infrastructure work on Valencia Street with PUC the reps that managed that project. She would like to go on a tour of those projects with Board Members in the near future, and plan a community education event in next year.

9. Service Projects: Kristel Craven passed around Maintenance Reports from Frank & Grossman, Aim to Please, and Lainez. She then summarized recent Service Group projects: Graffiti removed at the Gears, and working on new signage for the Gears. There will be a new water spigot at Progress Park—water bills have been going up, likely because RVs are filling up there. Service team members took another stab at Jim Fuller to paint his building. Julie Christensen asked BOD members, when they are around the districts, to be aware of maintenance in the area and report anything that needs attention. Janet Carpinelli will supervise infill planting to happen at IM Scott School Gardens: 60 plants from Bay Natives, sourced from San Bruno Mountain.

10. March Election [[click here for attachment](#)]

Jean has compiled a list of our preparation procedures from last year.

There are 5 open seats, including Kate Eppler. The BOD would like to see her run again as a NW Potrero Hill Tenant.

#3 Dogpatch Property Owner (Jim Naylor)

#4 Dogpatch Property Owner (Michele Davis)

#8 NW Potrero Property Owner (Robert Broucaret)

#10 NW Potrero Tenant (Kate Eppler)

#12 Green Space Advocate (Michael Yarne)

The question was raised whether we should add an additional seat to the BOD to represent the growing population/income from Dogpatch. The monetary contribution from Dogpatch vs. NW Potrero Hill will shift to 87/13. Jean raised the concern that if the BOD stays at 15 and one seat shifts from NW Potrero to Dogpatch to reflect that change, that NW Potrero will lose attention from the BOD. The Board Members seemed in agreement, that NW Potrero would not fall off the radar even if it retains only 2 seats. A discussion about how to recruit the right people to fill the spaces and which spaces those will be ensued. The Board Members will consult Jonathan in regard to what is required in the Management plan vs. the Bylaws in regard to changing the BOD composition with a growing Dogpatch constituency.

Julie added in that the GBD needs to start accepting applications for BOD candidates for the March election starting on the 11th of December.

Meeting adjourned at 8:35.