



THE EAST CUT

REGULAR MEETING AGENDA

The East Cut Community Benefit District Meeting of the Board of Directors

Monday, September 9, 2019, 3:00-5:00pm

536 Mission Street, Room 6208, Golden Gate University

All of The East Cut CBD Board of Directors meetings are open to the public. Attendees may address the Board on items appearing on the agenda during the discussion of those items and may also address the Board on items on or not on the agenda during the General Public Comment period, so long as the matters addressed fall within the scope of the Board's authority. Each speaker shall have up to 1 minute to address the Board.

PLEASE NOTE: The times listed next to each agenda item are suggestions only. The Board reserves the right to take up any agenda item at any time after the posted meeting time, and in any order, at the discretion of the Chair or by a vote of a majority of the members present.

OPEN SESSION

3:00 p.m.

- A. Call to Order and Review of Public Comment Guidelines (3:00pm)
- B. Approval of 6.10.19 Board Meeting Minutes (3:01pm)
- C. Introductions (3:02pm)
- D. President/Executive Committee Report (3:05pm)
 - D-1 DISCLOSURE by Directors of any conflicts of interest. (Lituchy)
 - D-2 UPDATE on changes to the composition of The East Cut CBD Board of Directors. (Lituchy)
 - D-3 **APPOINT** The East Cut CBD Audit Committee Chair
 - D-4 REPORT on actions taken by The East Cut CBD Executive Committee. (Lituchy)
- E. Executive Director Report (3:07pm)
 - E-1 **RATIFY** a one-year lease amendment effective July 1, 2019, signed by Executive Director and approved by the Executive Committee, that included a move of the CBD offices from Suite 230 to Suite 415 at 160 Spear Street on July 29, 2019, with monthly rent payments for the new space at \$43/square foot, and additional estimated monthly operating expense of \$3,850, with one month abated annually. (Robinson)
 - E-2 REVIEW, DISCUSS, and **APPROVE** lease amendment for 160 Spear Street, Suite 415 for four additional years starting July 1, 2020 and ending June 30, 2024, with monthly rent payments starting at \$44.29/square foot, and additional estimated monthly operating expense of \$3,850, with one month abated annually. The rent will increase 3% a year. (Robinson)
- F. Audit Committee Report (3:15pm)
 - F-1 DISCUSS and **APPROVE** contract with Marcum to conduct The East Cut CBD's annual audit for a not-to-exceed amount of \$25,000.

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- F-2 DISCUSS and **APPROVE** contract with Marcum for \$5,000 to complete and file The East Cut CBD's Federal and State taxes for the fiscal year ending June 30, 2019.

G. Finance Committee Report (3:20pm)

- G-1 REVIEW, DISCUSS, and **APPROVE** The East Cut CBD's year-end financial statements for FY18-19. (Coming)
- G-2 UPDATE on The East Cut CBD FY19-20 operating budget and efforts to address additional funding needs for future parks. (Robinson)
- G-3 UPDATE on funds raised through grants and donations. (Lagarde)

H. Salesforce Park Committee Report (3:35pm)

- H-1 DISCUSS and **APPROVE** whether The East Cut CBD will pay any additional Salesforce Park costs for FY18-19 beyond the \$246,257.57 in park expenses the CBD has already paid for the period when the park was in operation during FY18-19. (Robinson)
- H-2 DISCUSS and **APPROVE** proposed MOU between The East Cut CBD and the TJPA to ensure that TJPA and The East Cut CBD are making coordinated Salesforce Park-related decisions. (Robinson)
- H-3 UPDATE on Salesforce Park re-opening and programming. (Robinson)
- H-4 UPDATE on A Cut Above Happy Hour fund-raising event. (Robinson/Rieger)

I. Street Services and Safety Committee Report (3:55pm)

- I-1 REVIEW and DISCUSS The East Cut CBD's services statistics. (Mitchler)
- I-2 DISCUSS and **APPROVE** the FY19-20 a one-year contract with Block By Block in the amount of \$1,501,648 for cleaning and safety services. (Robinson/Mitchler)
- I-3 DISCUSS and **APPROVE** a two-year contract with BigBelly Solar, Inc. in the amount of \$25,102, for BigBelly trashcans. (Robinson/Lagarde)
- I-4 UPDATE on the proposed homeless Navigation Center to be located at Sea Wall Lot 330 (the parking lot at Bryant Street and the Embarcadero). (Robinson)

J. Neighborhood Parks and Greenspace Committee Report (4:10pm)

- J-1 UPDATE on creating a temporary dog park on the vacant lot located at 325 Fremont Street.
- J-2 DISCUSS and **APPROVE** plan for programming activities at Essex Hillside. The budget for the project is estimated to be \$30,000 and will be led by The East Cut CBD staff. (Rieger)
- J-3 UPDATE and DISCUSS outreach for the Transbay Block 3 park design (the middle portion of the Temporary Transbay Terminal site) (Birdsey/Robinson)
- J-4 UPDATE on continuing parks and greenspace projects within The East Cut Community Benefit District. (Birdsey)
 - 1. District sidewalk tree maintenance
 - 2. Guy Place Park

K. Economic Development Committee Report (4:25)



- K-1 UPDATE on recent and upcoming East Cut CBD activations, pop-ups and business openings. (Lagarde)
- L. The East Cut Street Life Plan Peer Review Presentation and Discussion with Riki Nishimura of Gensler (4:30pm)
- M. Announcements and Requests for Information (4:55pm)
- N. General Public Comment On Items Not On The Agenda (4:57pm)
- O. Adjourn (5:00pm)

Next Regular The East Cut CBD Board Meeting

Monday, October 21, 2019

3:00 – 5:00pm

Golden Gate University, 536 Mission Street

