



SPECIAL Board of Directors Meeting Agenda

June 20, 2023, at 2:00 pm – 3:30 pm

Location: Russ Building, 235 Montgomery Street,
7th Floor Conference Room, San Francisco, CA 94104

Board of Directors: *Bill Whitfield (President), Glenn Good (Treasurer), Kristie Arevalo (Secretary), Christine Mann (Immediate Past President), Tony Birdsey, Cassandra Costello, John Dunlap, Michelle Funkhouser, Alex Kaplan, Peter Quartaroli, Diana Rosenblatt, Chris Trotier, Brian Reed, Peter Scott, Michael Velzo*

Staff: *Robbie Silver (Executive Director), Claude Imbault (Deputy Director), De'Ante Bernstine (Operations Director), Lilian Mar (Administrative Project Coordinator), Laura Schaefer (Economic Development Specialist)*

Partners: *Amy Ackerman (Legal Counsel)*

Agenda

Opening Items – 10 min (2:00 – 2:10 pm) – Bill Whitfield

1. Call to order and roll call/introductions
2. Public Comment: Any member of the public may address the Board concerning any item not on the Board's agenda.
3. Approval of Minutes
 - a. **Motion:** To approve the May 23, 2023, Board meeting minutes.

Executive Director's Report – 30 min (2:10 – 2:40 pm) – Robbie Silver

4. Presentation: Formation of the Embarcadero Community Benefit District
 - a. Community guest: Diana Taylor, Barbary Coast Neighborhood Association
 - b. Community guest: Jane Connors, Hudson Pacific Properties/Ferry Building
 - c. **Motion:**
 - i. 1. Approve the District's participation in forming the Embarcadero CBD under the management of DCBD and authorize expenditure of up to \$200,000 in DCBD funds, to be paid back upon successful formation of the Embarcadero CBD and;
 - ii. 2. Authorize the E.D. to enter into an agreement not to exceed \$70,669, with Urban Place Consulting for community outreach and formation services and NBS not to exceed \$68,500 for the Assessment Engineer's Report.

Committee Reports – 40 min (2:40 – 3:30 pm)

5. Finance Committee – 24 min (2:40 – 3:00 pm) – Glenn Good, Treasurer
 - a. Presentation: Fiscal Year 24 Budget

- i. **Motion:** To approve FY 24 Budget as recommended by the Finance Committee.
 - ii. **Motion:** To approve Items 5.(a)(ii) (A)-(E) the following actions as recommended by the Finance Committee:
 1. A. An amendment to increase the amount of the Streetplus agreement not to exceed a yearly operational fee in the amount of \$2,986,740 through June 2024 to allow for an increase in ambassador wages.
 2. B. To extend the contract with Starkey Strategies for economic development consulting through March 2024 in the amount of \$4,375 per month.
 3. C. Authorize the E.D. to select and contract with a vendor to install lighting for an amount not to exceed \$50,000 from funds received from an Avenue Greenlight Grant.
 4. D. To use unspent carryover funds from fiscal year 2023 to reimbursement Sam's Gril in the amount of \$65,000 for the Belden Place Revitalization Project.
 5. E. Approve an amendment to a contract with SITELAB for an additional \$30,000 for public realm planning and design services.
6. Executive Committee – 20 min (3:00 – 3:30 pm) – Bill Whitfield
- a. Election of the Board Officers
 - i. **Motion:** To appoint Glenn Good as Vice President and Chris Trotier as Treasurer.

CLOSED SESSION

Annual Review of the Executive Director
Government Code Section 54957(b)(1))

OPEN SESSION CONTINUES

- b. FY 24 Salary & Compensation of the Executive Director
 - i. **Motion:** To approve the FY 24 salary and compensation package for the Executive Director as recommended by the Executive Committee.

Closing – 3:30 pm

7. The next Board of Directors meeting is scheduled for July 25, 2023, at 2:00 p.m. located at the Russ Building's 7th Floor Conference Room.
8. Adjournment
 - a. **Motion:** To adjourn the Board meeting.

BROWN ACT: Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting and at least 24 hours prior to a special meeting. No permanent location for meetings has been set at this time. Action may not be taken on items not identified as such and posted on the agenda. Public comments will be taken on each action item on the agenda. If you have a disability and require special assistance to participate in the meeting, please call (415) 634-2251 or email Robbie Silver at rsilver@downtownsf.org at least 24 hours prior to the meeting.

