

**Minutes of the  
Community Advisory Committee of the  
Market and Octavia Plan Area  
City and County of San Francisco**  
<http://www.sf-planning.org/index.aspx?page=1700>

**City Hall, Room 278  
1 Dr. Carlton B. Goodlett Place  
Tuesday, December 15, 2009, 6:30pm  
Regularly scheduled monthly meeting**

<b>Cheryl Brinkman</b>	<b>Robin Levitt</b>
<b>Peter Cohen</b>	<b>Ted Olsson</b>
<b>Carmela Gold</b>	<b>Dennis Richards</b>
<b>Jason Henderson</b>	<b>Brad Villers</b>
<b>Kearstin Dischinger (ex officio)</b>	

**MINUTES OF THE MOP-CAC  
December 15, 2009; 6:30pm; Room 278 at City Hall  
Regular Meeting**

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**The Agenda & Minutes of all community meetings, a matter of public record, are available at the Planning Department, 1650 Mission Street, 4<sup>th</sup> Floor.**

**AGENDA**

**Exhibit 1: Agenda**

1. Call to order and roll call
2. Announcements, upcoming meetings and general housekeeping [discussion]
3. Approval of Minutes for meeting of November 17, 2009 [action]
4. Resolution on development fees ordinance [action]
5. Coordination with Eastern Neighborhoods CAC [discussion and possible action]
6. Pipeline Report—developments in process; CAC project reviews [discussion and possible action]
7. Finalizing community improvements recommendations [discussion and possible action]
8. Committee members' comments & issues the Committee may consider in future meetings [discussion]
9. Public comment
10. Adjournment

**NEXT MEETING: January 19, 6:30pm, Room 278**

**NOTE: All subsequent meetings are hereafter on the fourth Wednesday each month  
(Feb24, Mch24, Apr24, May26, Jun23, Jul28, Aug25, Sep22, Oct27, Nov24, Dec22)**

**EXHIBITS (handout documents informing the discussion)**

1. **Exhibit 1:** Notice & Agenda
2. **Exhibit 2:** Minutes of 17NOV09 MOP-CAC regular meeting
3. **Exhibit 3:** CAC Resolution about City's intention to defer developers fees
4. **Exhibit 4:** Pipeline Report (15DEC09)
5. **Exhibit 5:** CIP pilot test matrix and format
6. **Exhibit 6:**

**DECISIONS**

1. Minutes approved.
2. CAC Resolution: opposed to city policy deferring developers fees; gravely effects MOP implementation.
3. Buildings abutting MOP boundaries: CAC should comment upon them to authorities.

4. CIP scoring matrix and process revisions specified
5. Standing agenda item: Review CIP public recommendations

### **Information Due**

1. 19Jan10 Dischinger: provide CAC with Monitoring Report "homework"
2. 19Jan10 Dischinger+Cohen: revise CIP matrix, tools & process
- 3.

### **CORRESPONDENCE** (communications to committee since last meeting)

1. **13Jan10em Cohen, Subj: Market/Octavia CAC mtg Jan19th (+ monthly meeting doodle)**  
all subsequent meetings will be on the 4<sup>th</sup> Wednesday each month
- 2.
- 3.

### **MINUTES**

#### **1. Call to order and roll call (Quorum = 5 of 9)**

**ROLL CALL** (√=present; 0=absent; X=Excused)

- √ Cheryl Brinkman
- √ Peter Cohen (Chairman)
- X Carmela Gold
- √ Jason Henderson (Vice Chairman)
- √ Robin Levitt
- √ Ted Olsson (Secretary)
- X Dennis Richards
- √ Brad Villers
- Ex Officio Members
- √ **Kearstin Dischinger**
- Others Attending:
  1. Ken Rich (SF Planning Department)
  2. Marcus Starkey

A quorum being present, the Chairman opened the meeting at 6:30pm.

#### **2. Announcements, upcoming meetings and general housekeeping [discussion item]**

##### **2.1 Developments bounding MOP area**

The context of the MOP as it abuts other areas should be considered by the CAC. We should advise the Planning Department and the Board of Supervisors that for a smooth integration and transition from the MOP area into adjoining areas, our values should apply to buildings at the intersections fronting the MOP area.

##### **2.2 2299 Market St.**

Pre-Application meeting on December 16<sup>th</sup>

##### **2.3 2301 Market St.**

Preliminary stage

##### **2.4 AIDS Housing Alliance**

They have requested time on CAC's Jan19 agenda to make a presentation on affordable housing opportunities.

3. **Approval of minutes for the meeting of November 17, 2009** [action item]

**Exhibit 2: Minutes (17NOV09)**

The minutes were moved, seconded, and approved on a vote of 5 YES and 1 ABSTENTION.

4. **CAC Resolution on developers' fee ordinance**

**Exhibit 3: CAC Resolution**

A resolution was drafted and adopted (5 YES, 1 ABSTAIN) with minor modifications advising the Board of Supervisors, Planning Commission, and Planning Department that in the opinion of the CAC, deferring the collection of developer's fees would seriously and deleteriously effect the implementation of the Market/Octavia Plan.

5. **Coordination with Eastern Neighborhoods CAC**

The EN CAC is still in the formation stage. We will coordinate with them when they are ready.

6. **Pipeline Report—Developments in process; CAC project reviews**

**Exhibit 4:**

There were no new projects to review.

7. **MOP Monitoring Report—next steps and timing**

Discussion of this report was postponed to the January 19<sup>th</sup> 2010 meeting. By then, Planning Department staff will provide CAC with reading “homework” from the MOP and the specifics required for such a report.

8. **2010 Community Improvement Projects (CIP)—finalizing CAC recommendation process**

**Exhibit 5: Pilot test format**

Department staff provided a current accounting of the MOP fund.

The CAC reviewed and discussed the results of testing our procedure for individually scoring CIPs. CAC agreed on the following revisions to the scoring matrix and process:

- 1) change the criteria ranking system to rank each criterion from 1-5 (1 = highest) within each improvement category
- 2) for the first round of evaluating projects, use only the “Demonstrated Need” criteria
- 3) next use the “Feasibility” criteria to judge a short list of projects scoring highest on the first round

A discussion of the CIP List (MOP, Appendix C) followed. The CAC agreed that Appendix C should be a “living document”, which would accommodate updates and additions to the list from the public over time. To effect this the CAC already agreed at its November meeting that the Planning Department's initial list (Appendix C) would be posted on our CAC website together with a Public CIP Recommendation form, where citizens could make additional recommendations. Updates to the CIP List would become a standing monthly agenda item when the CAC would consider all new proposed CIPs. However, at that November meeting the CAC agreed to wait until the 2010/2011 fiscal cycle to include new projects into the evaluation process for funding. But thereafter at the time of periodic evaluation, all recommendations on this enlarged list would be considered on merit for funding.

The Department staff and CAC Chair will work on revisions to the evaluation tools in preparation for another round of testing the scoring process at the January meeting.

The following issues were also raised during this CIP exercise:

- 1) questions/discussion/updates on specific CIPs in Appendix C
- 2) review and discuss CAC individual scoring results
- 3) discuss priorities for specific projects within generalized scoring categories (e.g., pedestrian improvements for priority intersections)
- 4) process for soliciting, collecting, and archiving additional CIPs to augment Appendix C list
- 5) decide on CIP funding categories set-asides and allocation process
- 6) scoring of overall community improvements program
- 7) next steps to finalize CAC recommendations

**9. Committee members' comments and issues the Committee may consider in future meetings [discussion]**

**9.1** The Aids Housing Alliance will present to the CAC at the January 19, 2010 meeting.

**10. Public Comment**

There was none, other than Mr. Starkey thanking CAC for letting him observe, which was very educational.

**11. Adjournment**

There being nothing further to discuss, the Chair adjourned the meeting at 8:30pm.

**NEXT MEETING: Tuesday, January 19, 2010; 6:30pm, Room 278 City Hall**

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Respectfully submitted,

Ted Olsson  
MOP-CAC Secretary

**2010 MOP-CAC Attendance**

Except for January, all 2010 CAC meetings are on the **fourth Wednesday each month**  
**(Feb24, Mch24, Apr24, May26, Jun23, Jul28, Aug25, Sep22, Oct27, Nov24, Dec22)**

Jan19   Feb24   Mar24   Apr24   May26   Jun23   Jul28   Aug25   Sep22   Oct27   Nov24   Dec22

**Brinkman**  
**Cohen**  
**Gold**  
**Henderson**  
**Levitt**  
**Olsson**  
**Richards**  
**Villers**

Ex Officio  
**Dischinger**