



**To:** CBD Board

**Subject:** Noe Valley Association (NVA) – A Community Benefit District – Board Meeting

Date: Wednesday, February 13, 2019, at Old Republic Title Company, 4045 24<sup>th</sup> St., SF, CA, 94114

A quorum was present, consisting of: Bob Roddick, Chairperson; David Eiland, Vice Chairperson; Eric Alexanderson, Treasurer; and Debra Niemann, Secretary. Other board members in attendance included Lamisse Droubi, Meagan Fishell and Daniel Roddick  
Absent: Mark Campana, Al Goodwin

Guests in attendance: Steve Gibson of Urban Place Consulting Group and Sylvia Vientulis, NVA Graphics/Website Designer

Bob Roddick called the meeting to order at 9:09 AM.

#### New Business

The purpose of the meeting was to review the following items that will be incorporated into the creation of a new management plan for the district:

1. review a new timeline for the renewal process
2. discuss changes and/or additions to the CBD programs, services and budget
3. term of district
4. annual increase

Timeline – presented by Steve and reviewed by the board (see attached)

Annual Increase: the following language was reviewed and discussed: “Annual assessments may increase each year in an amount from zero to 5%. In any case assessment annual increases may not exceed 5%.” Meagan Fishell made the motion to accept this language; the motion was seconded by Daniel Roddick and passed unanimously.

Term of District: A 15-year CBD term was proposed by David Eiland, seconded by Lamisse Droubi and unanimously approved by the board.

Programs – it was agreed that the current level of services for street maintenance be maintained as well as administrative costs. Since tree trimming will be managed by the City of SF, that service will not be in the new management plan. Debra noted that the loss of assessment income from the properties at Douglas and 24<sup>th</sup> Street balances this service decrease; the properties being dropped from the CBD represent \$23,000 in assessments, and the tree trimming budget was \$20,000. (See attached draft of services.)

Daniel Roddick made the motion to approve that the NVA CBD services level be maintained; this was seconded by Eric Alexanderson and unanimously approved by the board.

Debra will prepare a detailed budget and forward it to urban engineering consultant Kristin Lowell for refinement of assessment options to be discussed at the next meeting on February 27<sup>th</sup> at 9 AM at Old Republic Title.

A motion to adjourn the meeting was made by Meagan Fishell and seconded by David Eiland. The meeting was adjourned at 10:05 AM.